



# AGENDA

## REGULAR BOARD MEETING

PLACE: Little Chute Village Hall  
DATE: Wednesday, May 15, 2019  
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—April Fire Monthly Report and April Report
- G. Approval of Minutes  
*Minutes of the Regular Board Meeting of May 1, 2019*
- H. Department and Officers Progress Reports
- I. Action—Approve Auction Permit for the Auction House at Memories
- J. Action—Award:
  - a) 2019 Asphalt Paving Contract for Park Avenue
  - b) 2019 Utilities Contract for Evergeen Drive
  - c) 2019 Concrete Paving Contract for Evergeen Drive
- K. Operator License Approvals:

Corey, Jacob	Trish's Pop In Again	Shawano
Couillard, Amy	5 <sup>th</sup> Quarter	Denmark
Smith, Debra	Trish's Pop In Again	Little Chute
Tarket, Christi	MotoMart	Kaukauna
Woehler, Jocelyn	Little Chute BP	Little Chute
- L. Action—Update to Quiet Zone Project
- M. Commission/Committee Appointments
- N. Discussion—St. John's and Pine Street
- O. Action—Adopt Resolution No. 11, Series 2019 ETF Health Insurance

- P. Discussion—Outagamie County Sirens and Correspondence
- 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. *Library Negotiations*
- 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](mailto:Laurie@littlechutewi.org) Prepared: May 10, 2019

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## **LCFD Incident Report**

**April 2019**

**Number of responses:**

**Last years: 11**

**YTD: 50**

<b>04/01/2019</b>	<b>08:11 Auto accident scene safety @ the intersection of Wilson &amp; Park Avenue #19LC00037</b>
<b>04/03/2019</b>	<b>17:15 Vehicle fire I-41 Northbound off ramp to County Road N #19LC00038</b>
<b>04/05/2019</b>	<b>02:56 Possible structure fire @ 225 Buchanan Street, investigated found refrigerator smoking #19LC00039</b>
<b>04/10/2019</b>	<b>08:44 Smoke alarm sounding, possible haze in the house @ 1402 E. Lincoln Avenue. Issue with smoke detector. #19LC00040</b>
<b>04/16/2019</b>	<b>4:59 Assist Fox Valley Metro with a vehicle possibly falling into the canal @ Doyle Park, #19LC00042</b>
<b>04/16/2019</b>	<b>21:56 Assist Fox Valley Metro locate a missing person from Atrium Care Center 1201 Garfield Avenue #19LC00043</b>

<b>04/18/2019</b>	<b>05:53 Mutual aide request to staff station @ Kaukauna Fire Department #19LC00044</b>
<b>04/18/2019</b>	<b>12:43 Structure fire @ Tom's Drive In 1915 Freedom Road, grease fire from fryer, damage interior wall. #19LC00045</b>
<b>04/20/2019</b>	<b>10:57 CO alarm sounding @ 516 Taylor Street, investigated found a battery issue with detector #19LC00046</b>
<b>04/21/2019</b>	<b>14:40 Female jumped off of 441 bridge into river, assist with rescue #19LC00047</b>
<b>04/24/2019</b>	<b>15:18 Vehicle accident I-41 just north of French Road #19LC00048</b>
<b>04/24/2019</b>	<b>17:50 Alarm sounding @ 2404 Joyce Street, found a faulty detector #19LC00049</b>
<b>04/28/2019</b>	<b>19:04 Alarm sounding @ 3665 Cherryvale Avenue (Apartment 7), child pulled the alarm. #19LC00050</b>
<b>04/30/2019</b>	<b>12:47 Alarm sounding @ 830 E. Elm Drive, found a wash machine belt burnt from to heavy of a load, ventilated. #19LC00051</b>

# VILLAGE OF LITTLE CHUTE MONTHLY REPORT – APRIL 2019



***Little Chute***

E S T A B L I S H E D 1 8 4 8

April 2019

Village Administrator Report to the Board of Trustees

Submitted to the Village Board of Trustees and the residents of Little Chute is a report of the various departments of the Village. The information contained herein is intended to keep the Board and public apprised of their government at work.

## VILLAGE OF LITTLE CHUTE MONTHLY REPORT – APRIL 2019

The information in this report is meant to provide a snapshot of Village operations for the month preceding. The goal is to provide statistics and measures that can be analyzed and viewed over time. These reports will be reported to the Board on a monthly basis. The reports will be added to the official files of the Village of Little Chute and be published on the Village's website at [www.littlechutewi.org](http://www.littlechutewi.org).

As we continue this effort, the style and metrics will be fine-tuned to better capture operational aspects that will serve staff, the board and public with a more robust understanding of operations. Ultimately, this information can be used to assist in policy and fiscal decisions on the future of Village operations.

### Department Overview

The report will track monthly activities for the following:

- Village Administrator
- Clerk
- Community Development
- Finance Department
- Fox Valley Metro Police Department
- Kimberly/Little Chute Library
- Parks, Recreation and Forestry Department
- Department of Public Works
- Engineering Department

### Questions or Comments

Should you have questions or comments with the information contained herein, please contact the Village Administrator:

James P. Fenlon  
Village Administrator  
108 W. Main Street  
Little Chute, WI 54140  
920-423-3850  
[james@littlechutewi.org](mailto:james@littlechutewi.org)

# Village Administrator

## HIGHLIGHTS

- The Board of Trustees discussed the Joint Library with the goal of identifying a more equitable situation as it relates to service delivery. The effort will continue into May and June of 2019.
- Continued to work with staff on an effective resolution to a billing issue with Outagamie County Landfill. Staff hopes to have the matter resolved in May or June of 2019.
- The Board of Trustees held a public hearing on parking in the Industrial Park. The matter was referred back to staff and the Plan Commission for further discussion and analysis.
- The Board of Trustees and staff also hosted meetings related to street reconstruction/construction in 2019. The bids for the 2019 projects are due on May 9<sup>th</sup>, 2019.
- Hosted a training event for all village staff related to personal financial wellness.
- The Board of Trustees approved a proposal with the Fox Cities Chamber of Commerce to host Bazaar After Dark in Little Chute in the summer of 2019.
- Hosted a Little Chute Business Association meeting and had roughly 15 businesses attend and contribute to efforts related to improving the business climate in Little Chute.

## TOP PRIORITIES FOR MAY

- Continue to work with the Village of Kimberly and the Board of Trustees on the future planning for the Joint Library.
- Administrative intern is slated to start in late May.
- Host a Department Head retreat in late May to discuss organizational objectives.
- Work with staff and developers on a number of promising projects for 2019 and 2020.
- Work with staff and Board on awarding projects for the 2019 capital efforts. The bids for the 2019 projects are due on May 9<sup>th</sup>, 2019.
- In late May, discuss financial planning and begin efforts for future bonding efforts with the Board of Trustees.

# Clerk

## HIGHLIGHTS

The Spring Election was held on April 2<sup>nd</sup> and voter turnout was high with close to 1,600 votes cast. **The Village is tremendously fortunate to have the dedicated and devoted election inspectors that we have!** We expect to be busy throughout May and June as bartenders make their way to the Clerk's office to renew their licenses. It is also our busy liquor license renewal season and the summer is almost completely booked with rentals at the Civic Center.

Our goals for April included:

- Set up preparation for the Spring Election
- Execute the Spring Election
- Delivering/sharing of results to 3 school boards both personally and electronically
- Close out the Election with the state
- Notice to bartenders/solicitors regarding license renewal by June 30
- Preparing and issuing liquor licenses to businesses
- Weekly Maintenance Reports
- Maintenance of the Village Website and social media
- Civic Center/Village Hall rentals
- Agenda and Minutes for 5 meetings
- Ongoing phone and supply ordering support

## TOP PRIORITIES FOR MAY

- Issuing the renewal of bartender's licenses
- Issuing operators liquor licenses
- Issuing solicitors renewals
- Weekly Maintenance Reports
- Maintenance of the Village Website and social media
- Civic Center/Village Hall rentals
- Agenda and Minutes for 5 meetings
- Ongoing phone and supply ordering support



**CLERK'S OFFICE DATA FOR APRIL**

<b>Village of Little Chute Website and Social Media Metrics - April 2019</b>						
	<b>This Month</b>	<b>This Month Last Year</b>	<b>% Change</b>	<b>Year to Date</b>	<b>Last Year to Date</b>	<b>% Change</b>
<b>Website Visits</b>	12,222	14,060	-13.07%	40,730	40,904	-0.43%
<b>Website Page Views</b>	16,824	19,076	-11.81%	58,965	50,314	17.19%
<b>Facebook Likes</b>	3,390	2,613	29.74%	15,553	10,123	53.64%
<b>Facebook Reach</b>	63,608	89,093	-28.60%	255,553	252,644	1.15%
<b>Village Hall Blog View</b>	621	241	157.68%	2,474	2,065	19.81%
<b>Instagram Followers</b>	436	304	43.42%	436	304	43.42%
<b>Twitter Followers</b>	358	264	35.61%	358	264	35.61%
<b>Twitter Impressions</b>	871	5,381	-83.81%	1,918	7,072	-72.88%

# Community Development

## HIGHLIGHTS

- Met with Commercial Developers regarding sites and TIF in village.
- Continued Inspections of homes, apartments, schools and commercial projects.
- Met with consultants regarding building and subdivision projects.
- Met with developers regarding new projects.
- Preparing for completion of property assessments.

## TOP PRIORITIES FOR MAY

- Meet with builders and owners about upcoming commercial projects.
- Meet with Engineers regarding Commercial/Industrial projects.
- Meet with developers regarding new projects.
- Continued Inspections of homes, apartments, industrial and commercial projects.
- Assist developers and realtors with Zoning requirements.
- Bazaar after dark preparations.
- Assessment Open Book hearing.
- Board of review.

**COMMUNITY DEVELOPMENT APRIL DATA**

Community Development Department 2019 Permit Data			
	April-19	2019 Totals	2018 TOTALS
Permits Issued	69	140	622
Property Complaints	3	14	61
Property/Field Inspections	70	201	929
Letters Sent		0	0
Action Corrected	1	6	44
Referred for Action		0	7
Ongoing	2	13	16
Community Development Department 2019 Permit Data			
	April-19	2019 Totals	2018 TOTALS
Permits Issued	69	140	622
Permit Fees	\$25,956	\$41,209	\$257,754
Permit Value	\$18,272,290	\$20,201,786	\$47,343,017

# Finance Department

## HIGHLIGHTS

- 4,025 utility bills created
- 85 service orders (Final Reads, High/Low Reads, Meter Installations) for utility billing created and coordinated with MCO.
- 709 ratepayers opted out of postcard billing, 1,308 ratepayers utilized PSN for payments and 688 ACH in February.
- 208 Landlord Notices were mailed for tenant delinquency notification.
- Fieldwork for 2018 Audit completed while work with continue through May for finalization of statements and statistical section
- PSC Report Filed
- Summer Sewer Credits will be prepared for upcoming billing
- Monthly financials for 1<sup>st</sup> Quarter 2019 distributed
- Responded to State of WI notice given 30 days to correct our 2018 1099 filing
- Filed Room Tax and Expenditure Restraint Reports with State meeting 5/1/19 deadline

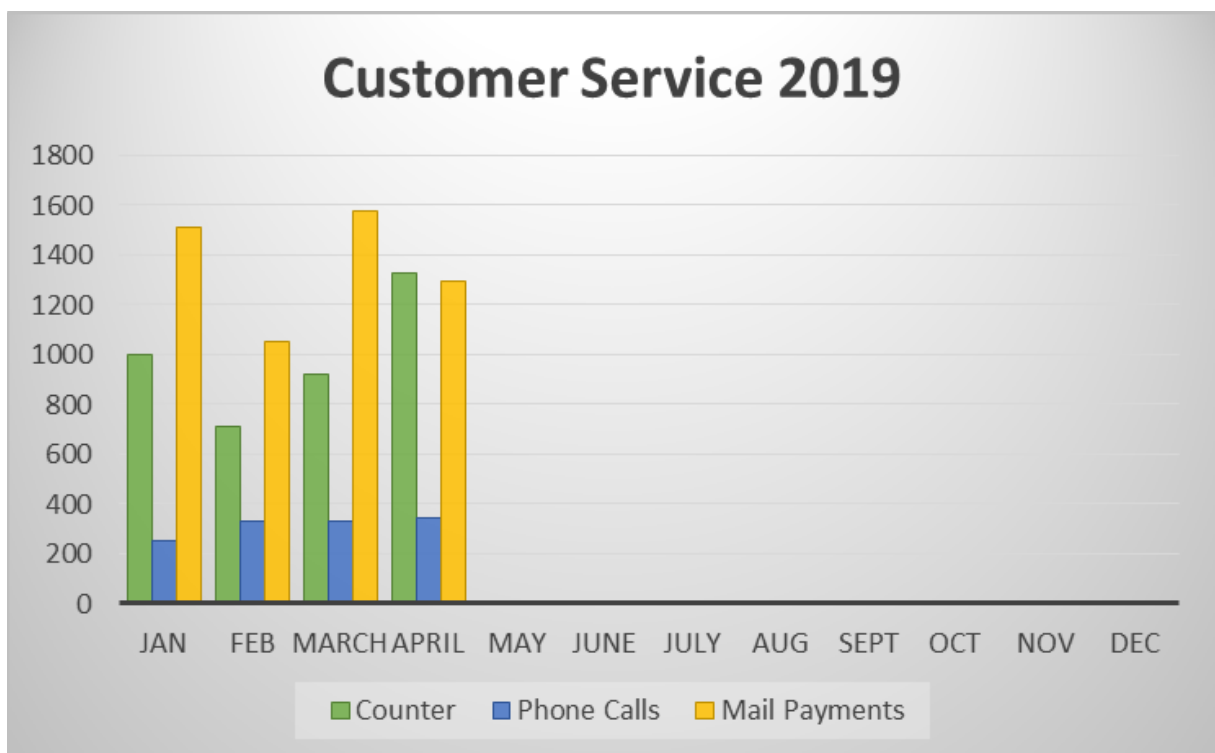
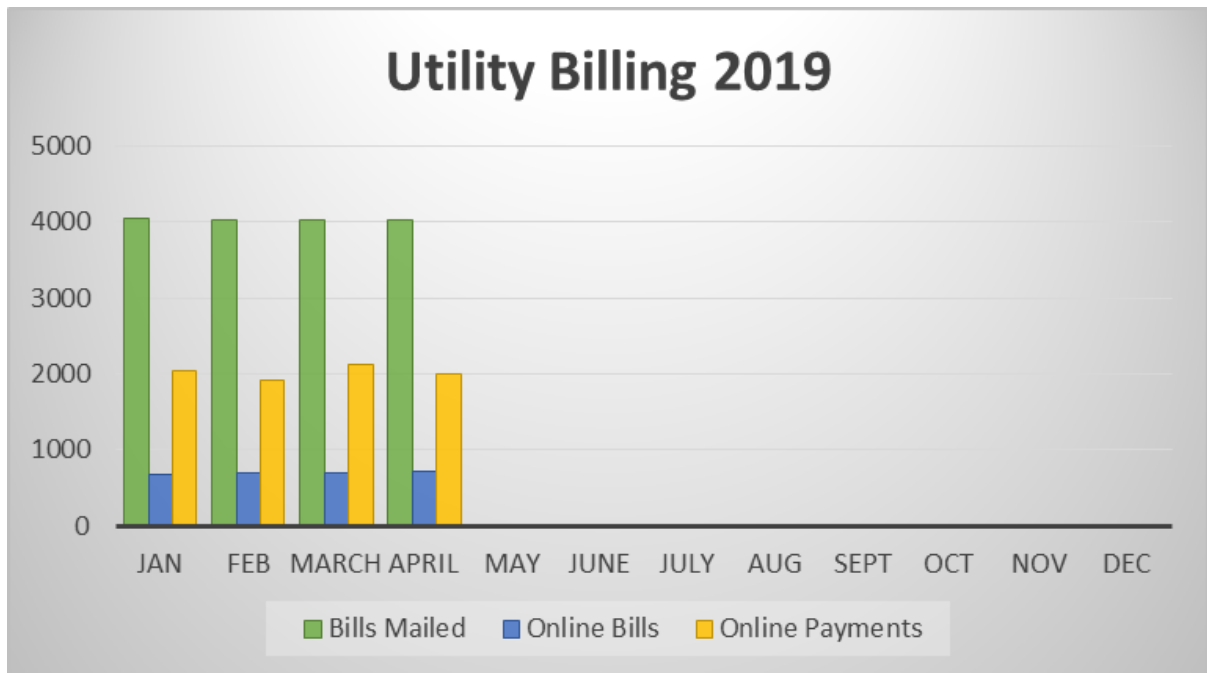
## TOP PRIORITIES FOR MAY

- Debt planning for 2019
- TID projections and planning
- Continue to work on back log of work for 2019 due to concentration on audit
- Start work on a RFP for banking services
- State Report Form C due May 15, 2019

## CONTINUOUS IMPROVEMENT EFFORTS

- Updated Utility Billing Website consolidating to one form to be completed for application for service, simplifying format and updating to account for Water PSC regulations vs Electric references as side effect from using KU forms
- Conversion to paperless utility customer accounts files eliminating paper files on accounts and manual time to maintain
- Focus PSN for ACH payment processing. The Village was maintaining two systems as a holdover from KU. PSN is highly automated with our utility billing system, set up is done by PSN/customer on line or via phone eliminating manual efforts by staff.

## APRIL DATA





## Fox Valley Metro Police Department

### HIGHLIGHTS

- As of 5/1 and 5/7 respectively, Chief Meister and Officer Sam Pynenberg have completed one year of service with the department. That being said, Officer Pynenberg has successfully completed his probationary period.
- You may see Metro staff wearing red on Fridays. RED stands for Remember Everyone Deployed. It is symbol to let our deployed military personnel know that we have not forgotten about them and their service. Officers have been wearing red t-shirts under their patrol uniform shirt. Remember to wear RED on RED Fridays.
- The Chief of Police has worked with Trigger Action Sports (TAS) in Little Chute to host a RED Friday event. On Friday, May 17th we will be having a cookout and brief ceremony honoring our deployed military people from 11AM to 1PM at TAS. Donations will be accepted for care packages for deployed service members and their families. Please join us if you can and don't forget to wear something RED.
- On Saturday, April 27th, the department participated in the state-wide drug collection event. We had a drop-off site located at Kimberly village hall. We collected over 44 pounds of unused/unwanted medications.
- May 12th – 18th is National Police Week. It is a time to honor our law enforcement people and remember those who have died in the line of duty. <http://www.policeweek.org/schedule.html>



### TOP PRIORITIES FOR MAY

- Continue the review and updates of the department's policy manual
- Continue planning for our August 6th National Night Out event
- Planning for various future events such as Memorial Day Parade, Cheese Festival and Paperfest & Bazaar After Dark.

# **FVMPD APRIL DATA** - Below is a table of the calls for service for the department for the month of April 2019.

FOX VALLEY METRO POLICE DEPARTMENT Law Total Incident Report, by Agency, Nature	
Nature of Incident	Total Incidents
Agency: FOX VALLEY METRO POLICE DEPT	
911 Assist	2
911 Hangup	50
Abandoned Vehicle	2
Abdominal C-Charlie Response	1
Vehicle Accident	33
Accident with Injury	3
Accident in a Parking Lot	5
Accident with Scene Safety	1
Law Alarms - Burglary Panic	3
Alcohol Violations	2
Animal Bite	3
Animal Call	21
Assist Citizen or Agency	61
Bicycle Stop	1
Breathing Problem D-David	8
Burglary	1
Chest Complaint C-Charles	2
Civil Matter Assist	7
Civil Process	1
Carbon Monoxide Alarm	1
Crime Prevention	198
Damage to Property	10
Death	2
Disturbance	25
Domestic Disturbance	6
Drug Complaint	7
Emergency Committal	3
Falls A-Adam Response	1
Falls B-Boy Response	1
Falls D-David Response	1
Law Enforcement Fire Assist	1
Structure Fire Smoke or Flame	3
Fraud Complaint	12
Graffiti Complaint	1
Harassment	9
Hazard in Roadway	11
Heart Problem D-David	1
Juvenile Complaint	5
Vehicle Lockout	11
Lost or Found Valuables	11
Law Enforcement Medical	1
Missing Person	5
Motorist Assist	12
Noise Complaint	9
Unlocked or Standing Open Door	8
Ordinance Violation	30
Parking Enforcement	18
PNB E-Edward Response	3
Reckless Driving Complaint	12
Medical Pre-Alert	1
Retail Theft	2
Runaway Juvenile	2
Scam	1

Nature of Incident	Total Incidents
Seizure C-Charles Response	1
Seizure D-David Response	1
Sex Offense	2
Stroke C-Charles	1
Suspicious Incident	27
Suspicious Person	8
Suspicious Vehicle	18
Theft Complaint	19
Theft of Automobile Complaint	2
Traffic Enforcement	15
Traffic Stop	289
Trespassing	2
Truancy	2
Unconscious D-David	2
Unknown Problem B-Boy	1
Violation of Court Order	1
Wanted Person or Apprehension	3
Weapon Violation	1
Welfare Check	42

Total Incidents for This Agency: 1068

Total Incidents for This Report: 1068

# Kimberly/Little Chute Joint Public Library

## HIGHLIGHTS

- Fox Cities Reads Matthew Desmond
- Increase public pc workstations Kimberly added 2 workstations for a total of 9, Little Chute added four for a total of 10. Plan to add one more in Kimberly in May.
- Game cart - soft open for patrons to play ps4 and xbox games at the library.

## TOP PRIORITIES FOR MAY

- Transition to open holds in Little Chute
- Continue review of library circulation and catalog software options for 2020
- Complete prep for Summer Library Program “A Universe of Stories”
- Launch of Adopt-a-Magazine Subscription
- Create Adopt-A-Shelf program
- Write On! Writer’s group Launch

## UPCOMING EVENTS

- Game Night with Boardlandia, Thursday, May 23, 2019, 5:30 PM - 7:30 PM, Kimberly Public Library. Come play and discover all kinds of fun games with local Boardlandia staff! This free event is recommended for ages 12 and up.
- Book Launch Stratagem by Christina Hagmann, Thursday, May 23, 2019, 6:30 PM - 7:30 PM, Kimberly Public Library. Join one of your favorite teachers in celebration of her new YA Fantasy novel Stratagem.



## MONTHLY STATISTICS REPORT - KIMBERLY-LITTLE CHUTE PUBLIC LIBRARY - APRIL 2019

Category		Current Month KIM	Current Month LIT	Current Month Combined	YTD Combined	Previous Year Comparison	% Change
Circulation		12,787	9,008	21,795	85,944	22,074	-1%
Self Check (Included above)		5,283	2,029				
		41%	23%				
Collections	Title count	39,432	39,140	78,572		82,926	-5%
	Item count	41,153	40,458	81,611		86,623	-6%
Computer Use		581	500	1,081	3,959	916	18%
Wireless	Distinct clients	485	464	949	2,712	950	0%
	Daily average	35	37	72	212	72	0%
Interlibrary Loan	Items borrowed	3,583	2,172	5,755	23,658	5366	7%
	Items loaned	2,858	3,275	6,133	24,360	5152	19%
Overdrive Usage (Previous mo eBook uses		740	556	1,296	4,604	1,044	24%
Overdrive Usage (Previous mo Audiobook uses		480	374	854	3,009	475	80%
RB Digital Magazines		20	72	92	236	28	229%
RB Digital Audio		27	7	34	150	no data	
Patron Home Agency 1st quarter		6,614	4,828	11,442		11,507	-1%
Patron Municipality (3yr inactive purge 4/4/2019)		3,363	4,317	7,680		7,719	-1%
Patron Visits		5,217	4,051	9,268	37,691	9,340	-1%
Programming	Children	4	6	10	62	9	11%
	Community (all ages)	12	5	17	65	6	183%
Program Attendance	Children	384	227	611	2,492	507	21%
	Community (all ages)	192	75	267	1,003	162	65%
Web Site Hits	Page Views			6,742	20,869	10,170	-34%
Social Media	Facebook fans			1,954		1524	28%
	Pinterest followers			176		163	8%
	Twitter followers			117		110	6%
Hoopla							
		September	October	November	December	January	February
	Audiobook	158	168	126	112	131	116
	Comics	14	18	3	17	16	4
	Ebook	52	52	61	51	64	46
	Movie	15	24	15	25	29	23
	Music	13	15	17	12	18	20
	Television	10	11	13	11	8	11
		651.73	690.07	538.05	508	590	488.9
		2.49/circ	2.40/circ	2.29/circ	2.23/circ	2.22/circ	2.22/circ
		March	April	May	June	July	Aug
	Audiobook	144	131	101	127	127	136
	Comics	8	9	15	11	13	11
	Ebook	40	53	59	41	50	46
	Movie	19	21	16	27	22	29
	Music	21	14	20	18	26	24
	Television	18	21	15	20	13	18
		592.9	578.76	471.94	557	573	624.56
		2.37/circ	2.32/circ	2.09/circ	2.28/circ	2.28/circ	2.37/circ

# Parks, Recreation and Forestry Department

## HIGHLIGHTS

- Pump, motor, filter basket, and piping were installed at the Doyle Pool.
- Sent out requests for bids for the Creekview Park trail project.
- Fox-Wolf Watershed Clean up at Heesakker, Island, and Doyle Parks took place on April 27.
- Partnered with Kaukauna Utilities to remove all the trees in the Village right of way on the west side of Buchanan St from Main to CTY Hwy 00.
- Crew is busy prepping fields for spring and summer sports for the High School, Diamond Club, Heart of the Valley Soccer, Little Chute Blue Jays, and Little Chute River Bandits.
- Finalized youth tee shirt program order for all programs with sponsors received, meeting held with printer, complete order placed.
- Held Chute-ing Stars parent & dancer meeting 4/8, followed by dancer practices with team tryouts 4/12; team roster posted 4/15.
- Attended WPRA (Wisconsin Park Recreation Association) Spring Workshop on 4/11 & 4/12.
- Completed men's softball league schedules and sent to manager. Final planning for start of league (*official contracts, small player schedules, scorebooks, lineup sheets, first aid kits, bats, balls, etc.*)
- Worked on Boys Minor and Boys Rookie schedules for LC Diamond Club.
- Held Arbor Day ceremony on 4/26 at Legion Park with 4<sup>th</sup> grade students from LC Elementary; planted Ohio Buckeye tree with assistance from Van Zeeland Nursery.
- Final planning for Youth Dance Revue in May



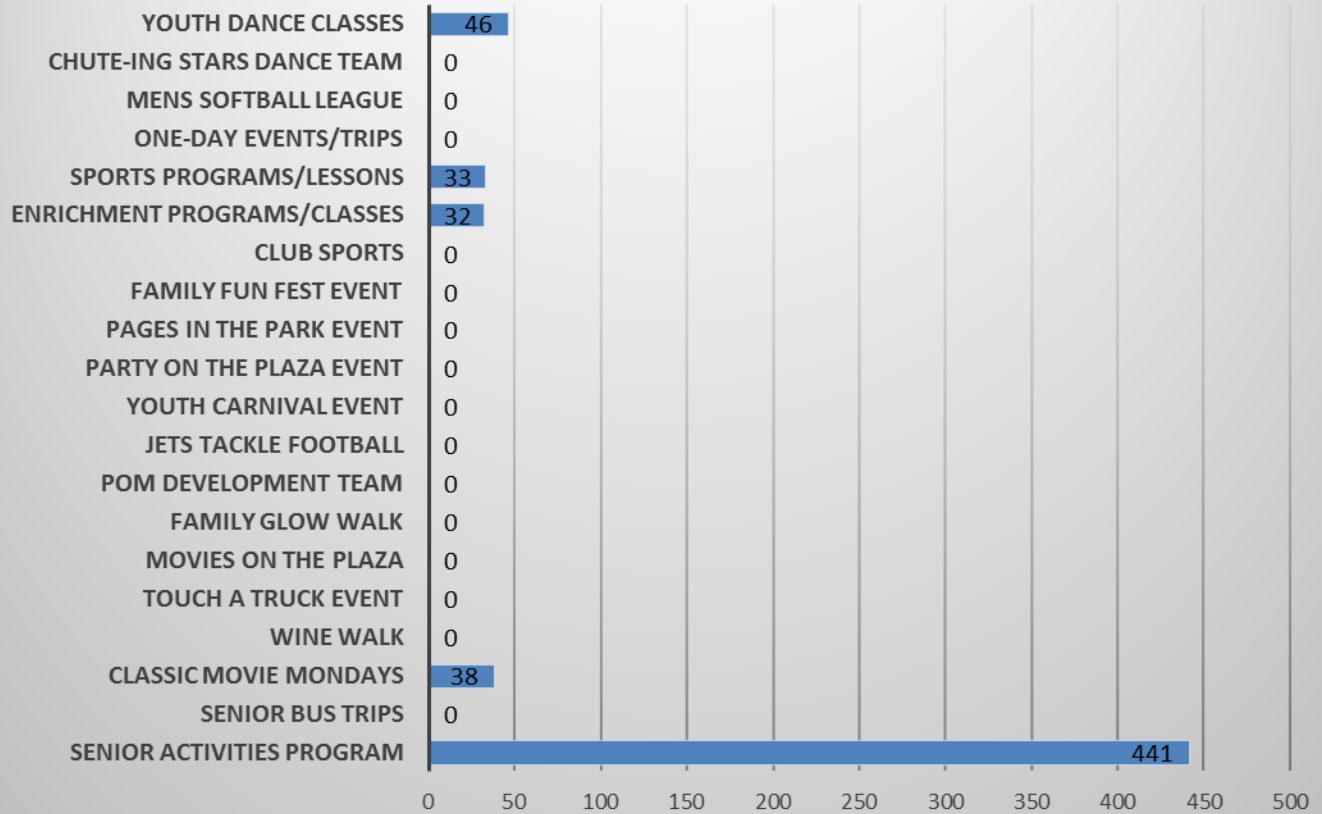
## TOP PRIORITIES FOR MAY

- Receive official grant agreements from the WI DNR for the Boardwalk
- Submit a grant request to Kiwanis of Little Chute and Nestle Freedom of Little Chute for the Creekview Park Playground project.
- Host our seasonal all staff training on Wednesday, May 22.
- Hosting lifeguard training at the Doyle Pool for staff requiring full certifications and re-certifications.
- Great Wisconsin Cheese Festival – May 31 – June 2 at Doyle Park.
- Village crew to install the warning track at Legion 3 and Security Fence to install the fence.
- Village crew to reinstall the electrical for the Legion 3 scoreboard.
- Work on Coed Squirt, Girls Tee, Boys Tee, and Boys Cub schedules for LC Diamond Club.
- Hold Youth Dance Program Spring Dance Program rehearsal night (5/3) and final revue (5/4).
- Final planning for Jets Football parent/player meeting with coaches and player registration on May 8 (*schedule, physical forms & list, pre-concussion testing info, etc.*)
- Final planning for Home Alone Sitter Course on May 11 (*class packet to student, final roster, meeting with instructor, etc.*)
- Finalize changes to program agreements with Affinity Medical Group for Football Athletic Trainer and Yoga Instructor.

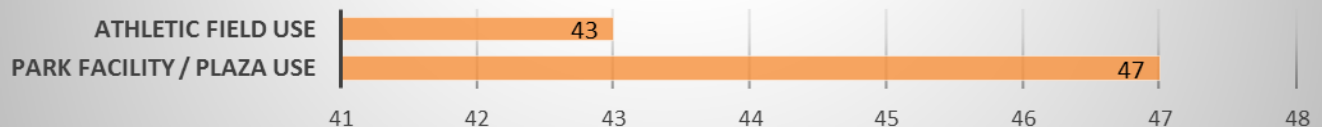


## APRIL DATA

### 2019 Year-To-Date PROGRAM PARTICIPATION



### 2019 Year-To-Date SHELTER/FACILITY/FIELD USAGE



# Department of Public Works

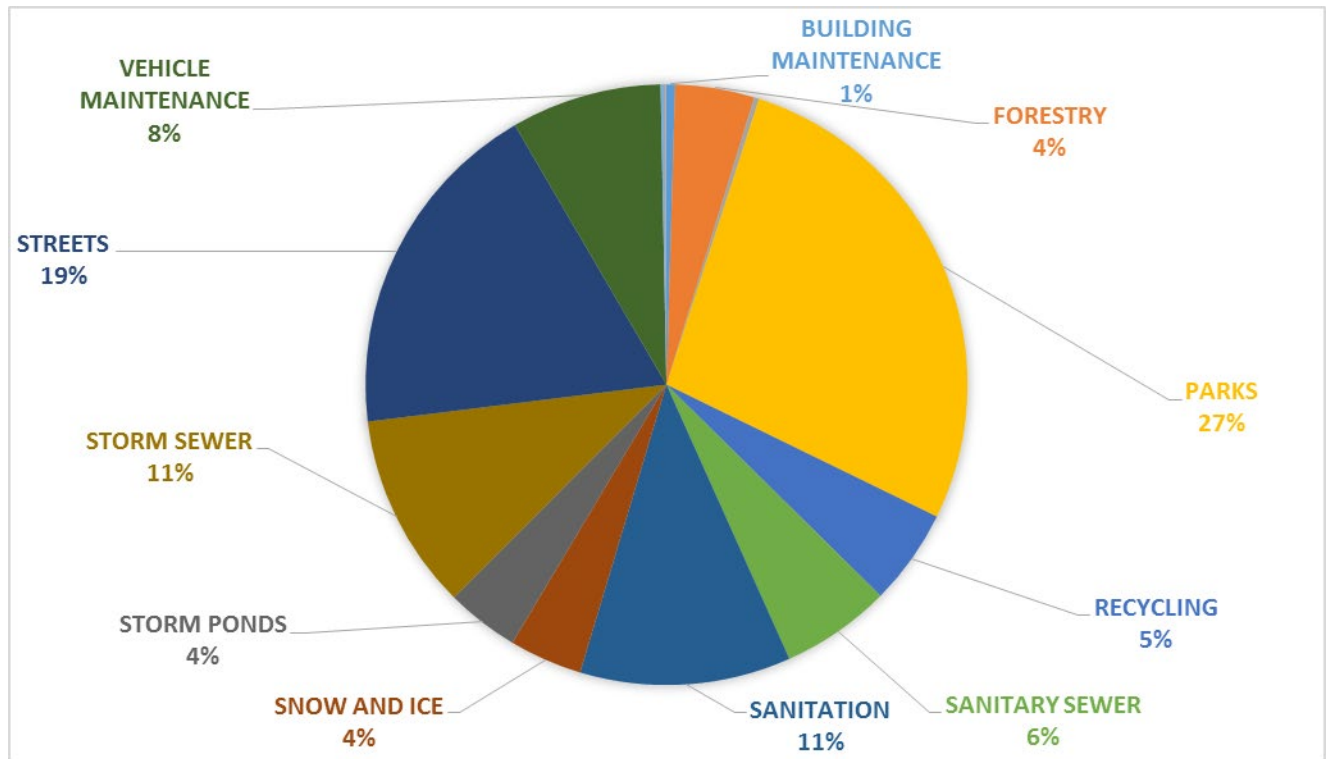
## HIGHLIGHTS

- Welcomed Mike McClone to the Department of Public Works team as the new Environment Permitting Specialist. He has been with the Village since 1995. His most recent role was with the Engineering Department as a Land Surveyor / Engineering Technician.
- The 2019 Public Works / Engineering Department Annual newsletter was delivered to all tax paying residents within the Village. An electronic version can be found on the Village's website.  
Continued routine route of street sweeping.  
Collected white goods, bulkies and extra bagged refuse during the last week of April.
- The yard waste site is now open for the season. To renew your access card or purchase new access card for the season visit the Department of Public Works – second floor Village Hall.
- Checking for I&I (infiltration and inflow) for the sanitary sewer. Jetted 13,934" for the month of April. Year to date jetted 33, 207'.

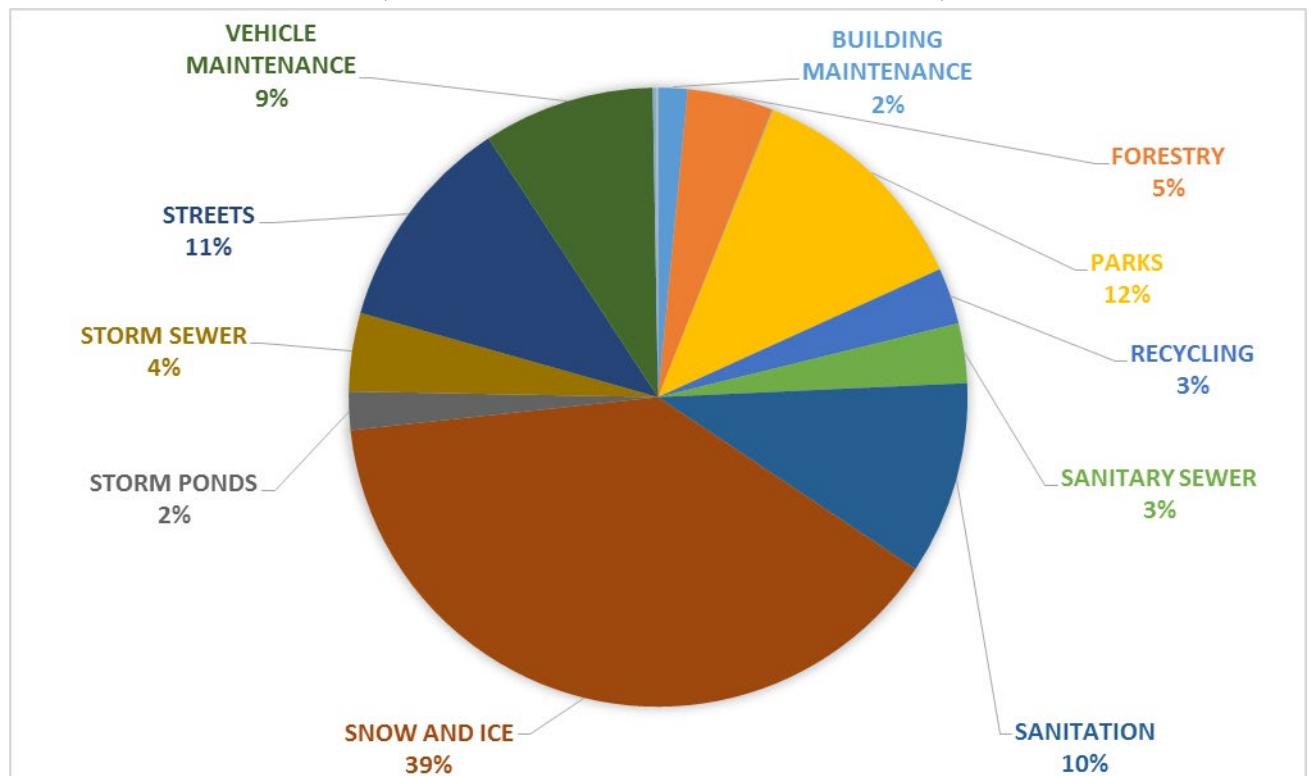
## TOP PRIORITIES FOR MAY

- Continue to update Pavement Surface Evaluation and Rating Report (PASER) for the Wisconsin DOT. This report is a 1-10 rating system for road payment conditions.
- MS4 Field Day Meeting with Wisconsin DNR to evaluate storm ponds, erosion control sites and Municipal Services Building.
- Work on Compliance Maintenance Annual Report (CMAR) report for the Wisconsin Department of Natural Resources.
- Remove, repair and evaluate why the 200 HP motor on the large pond pump at the Industrial Park storm water pond failed.
- Spec out the 2019 budgeted street sweeper.
- Work with property owners pertaining to storm water issues.
- Repair and replace street signs in right-of-way.
- Village railroad spur inspection to take place 5-10-19.
- Work towards landfill billing resolution.

## APRIL Department of Public Works & Parks Department Hours Worked (Includes Full & Part-time Hours)



## Year to Date Department of Public Works & Parks Department Hours Worked (Includes Full & Part-time Hours)



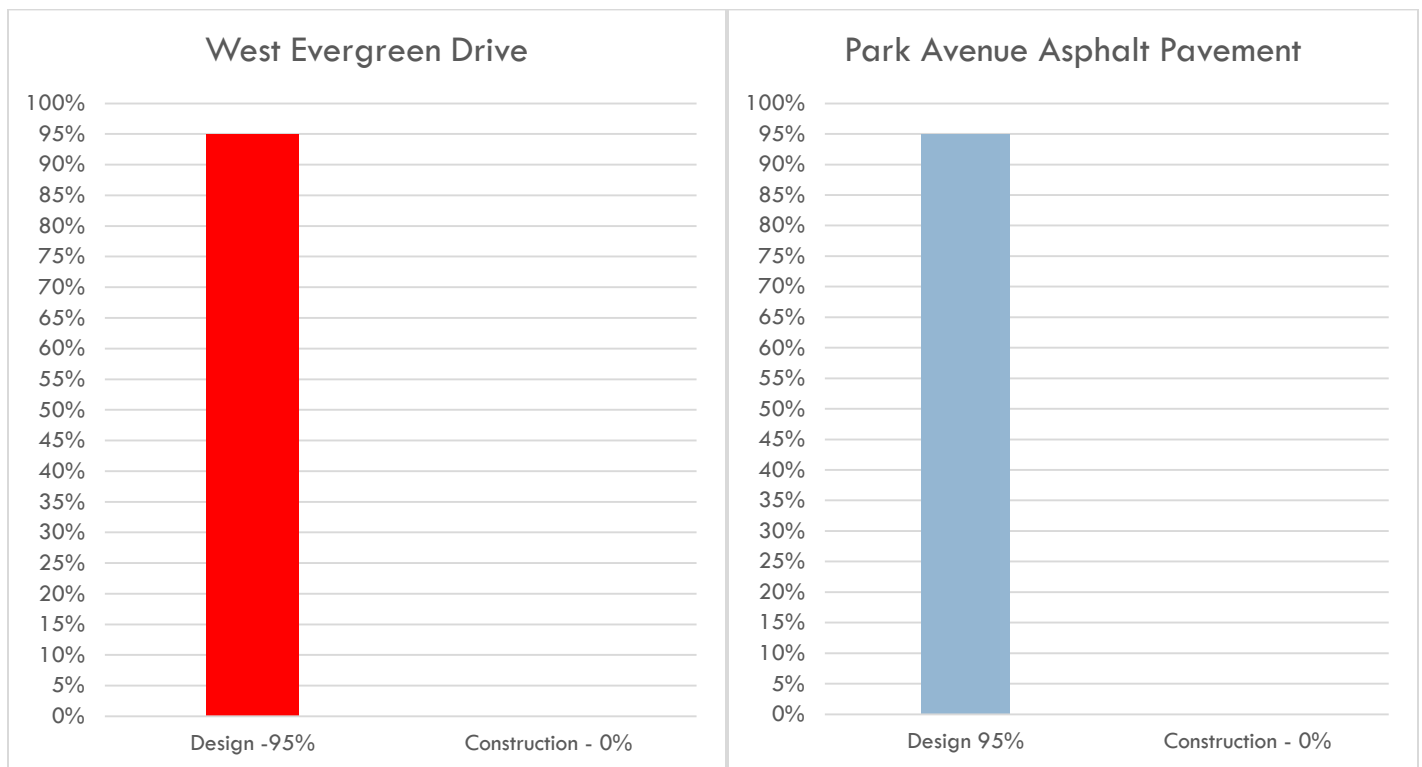
# Engineering Department

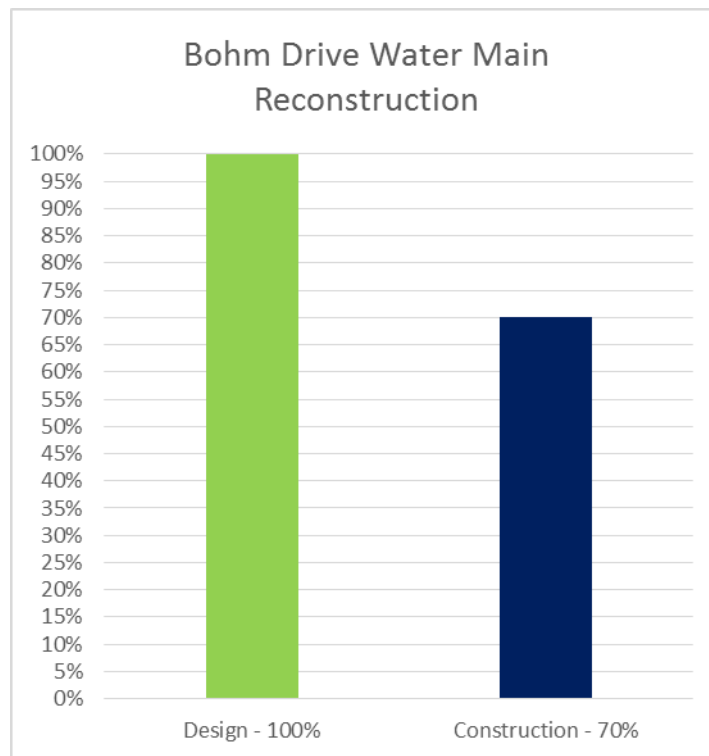
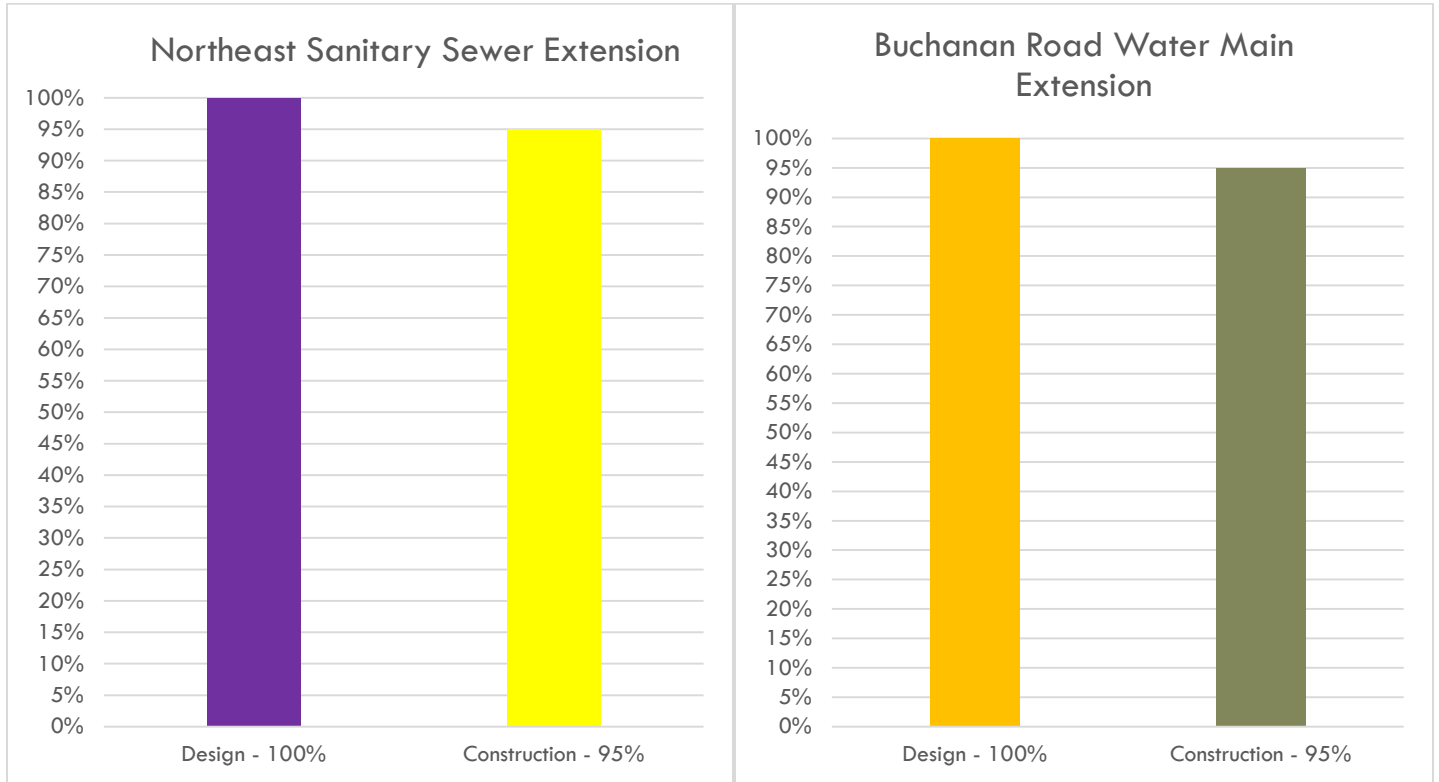
## HIGHLIGHTS

- **Evergreen Drive Storm Sewer & Concrete Paving** - The design for the storm sewer and concrete pavement are complete and out for bid.
- **Park Avenue Asphalt Paving – Street Reconstruction** - This design is also complete and is out for bid.
- **Bohm Drive Water Main Reconstruction** - Bohm Water main is installed and is ready for pavement restoration.
- **Northeast Sanitary Sewer Extension** - This sanitary sewer has been installed and the contractor is waiting for dry weather to restore the green space areas.
- **Buchanan Road Water Main Extension** - This water main has been installed and the contractor is waiting for dry weather to restore the green space areas and asphalt pavement.

## TOP PRIORITIES FOR MAY 2019

- **Evergreen Drive Concrete Paving & Park Avenue Asphalt Paving** - Award contracts for these projects to be able to begin construction in the first week of June.
- **Bohm Drive Water Main Reconstruction** - Pavement restoration is expected to be completed prior to the end of May.
- **Northeast Sanitary Sewer Extension** - Restoration is scheduled to be completed as soon as soil conditions allow. The contractor has been instructed to complete this task at the earliest date possible.
- **Buchanan Road Water Main Extension** - Restoration is scheduled to be completed by the end of May.
- **Quiet Zone Improvements** - The Village Consultant is expected to submit the notice of intent for the proposed improvements to allow the creation of a Quiet Zone in Little Chute. Construction plans are in development by Village Engineering Department staff.







## MINUTES OF THE REGULAR BOARD MEETING OF MAY 1, 2019

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

### **Pledge of 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  
David Peterson, Trustee  
Larry Van Lankvelt, Trustee  
John Elrick, Trustee  
Skip Smith, Trustee  
Bill Peerenboom, Trustee  
Brian Van Lankveldt, Trustee

### **Roll call of Officers and Department Heads**

PRESENT: James Fenlon, Village Administrator  
Lisa Remiker-DeWall, Finance Director  
Kent Taylor, Director of Public Works  
Adam Breest, Director of Parks, Recreation and Forestry  
Jim Moes, Community Development Director  
Laurie Decker, Village Clerk  
Steve Thiry, Library Director  
Tyler Claringbole, Village Attorney  
EXCUSED: Chris Murawski, Village Engineer  
Dan Meister, FVMPD Police Chief

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

None

### **Approval of Minutes**

Minutes of the Regular Board Meeting of April 17, 2019

*Moved by Trustee Smith, seconded by Trustee Van Lankveldt to Approve the Minutes of the Regular Board Meeting of April 17, 2019*

Ayes 7, Nays 0 – Motion Carried

### **Proclamation—Little Chute High School Dance Team and Chute-ing Stars**

*Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to present a Proclamation to the Little Chute Chute-ing Stars Dance Team*

Ayes 7, Nays 0 – Motion Carried

*Moved by Trustee Smith, seconded by Trustee Van Lankvelt to present a Proclamation to The Little Chute High School Dance Team and Coaches*

Ayes 7, Nays 0 – Motion Carried

### **Department and Officers Progress Reports**

Departments and Officers provided progress reports to the Board

### **Discussion/Action—Little Chute Fire Department Fire Study Request For Proposals**

Administrator Fenlon presented a proposal from Chief Janson and Rob Peterson.

*Moved by Trustee Smith, seconded by Trustee Van Lankvelt to Approve an independent review of the Fire department for recommendations of any changes needed.*

Ayes 7, Nays 0 – Motion Carried

### **Discussion—HOVMSD Annual Report Review**

Director Taylor went through slides from the Heart of the Valley Metro Sewage District annual report to the community that was held April 24<sup>th</sup>, 2019.



### **Discussion—Boardwalk Update**

Director Breest updated the Board on the Fox River Boardwalk project and presented a timeline.

### **Action—Fleet Purchases**

Director Breest advised the Board on the cost of replacement of a trailer that was purchased in 1991.

The low quote is from Ken's Sports for \$5600.00.

*Moved by Trustee Elrick, seconded by Trustee Smith to purchase the trailer from Ken's Sports for \$5600.00.*

Ayes 7, Nays 0 – Motion Carried

### **Disbursement List**

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

Ayes 7, Nays 0 – Motion Carried

### **Call for Unfinished Business**

None

### **Items for Future Agendas**

None

### **Closed Session:**

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. *Property Acquisition/Development Negotiations*

*Moved by Trustee Peterson, seconded by Trustee Van Lankvelt to enter into closed session*

Ayes 7, Nays 0 – Motion Carried

### **Return to Open Session**

*Moved by Trustee Peerenboom, seconded by Trustee Peterson to exit closed session*

Ayes 7, Nays 0 – Motion Carried

### **Adjournment**

*Moved by Trustee Peerenboom, seconded by Trustee Peterson to Adjourn the Regular Board Meeting at 8:38 p.m.*

Ayes 7, Nays 0 - Motion Carried

### **VILLAGE OF LITTLE CHUTE**

Attest:

\_\_\_\_\_  
Laurie Decker, Village Clerk

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

# APPLICATION AUCTION PERMIT

Permit Fee \$10.00

<b>Business:</b> THE AUCTION HOUSE AT MEMORIES	
<b>Address:</b> 400 RANDOLPH DRIVE, APPLETON WI 54913	
<b>Phone/Home:</b> 920-788-5553 <b>Phone/Business:</b> --	
<b>Name of Applicant:</b> THE AUCTION HOUSE AT MEMORIES KATIE BUCHNIS OWNER	
<b>Address:</b> 400 RANDOLPH DRIVE, APPLETON WI 54913	
<b>Date &amp; Times of Auction:</b> VARIOUS	
<b>Area of Sale/Street Address:</b> 400 RANDOLPH DRIVE, APPLETON WI 54913	

## Detailed Description of Items to Be Sold

VARIOUS ITEMS, ANTIQUES, COLLECTIBLES, VINTAGE & POP CULTURE ITEMS TO BE DIFFERENT AT EACH EVENT
--

Has the applicant been previously engaged in a like or similar business? If so, please list below the location and date where auctions have been conducted.

YES. SAME PERMIT APPLIED FOR AND APPROVED IN 2018.	

Regulations regarding auctions are covered under Section 10-341 through 10-346 Business Licensing and Regulations of the Village of Little Chute Municipal Code. Applicant is required to review this section of the Municipal Code. This application must be filed with the Village Clerk 30 days prior to the auction date.

Signature of Applicant

Date of Application

Date sent to Police Department for Review

Village Clerk

Date of Approval by Village Board

Village of Little Chute  
Engineering Department

**REQUEST FOR BOARD'S CONSIDERATION**

ITEM DESCRIPTION:	Award of 2019 Utility and Street Reconstruction Projects
REPORT PREPARED BY:	Christopher L. Murawski, P.E.
REPORT DATE:	May 15, 2019
ADMINISTRATOR'S REVIEW / COMMENTS: No additional comments to this report <u>JPF</u> See additional comments attached _____	
<b>EXPLANATION:</b> <p>On May 9, 2019 bids were received and opened for the 2019 Utility and Street Reconstruction Projects Contract Numbers; 2019001 (Asphalt Paving - Park Avenue), 2019002 (Utilities - Evergreen Drive), and 2019003 (Concrete Paving – Evergreen Drive).</p> <p><b>Park Avenue Asphalt Paving Project</b></p> <p>Two bids were received for Park Avenue Asphalt Paving Project ranging in price from \$233,267.85 (MCC) to \$237,168.71 (NEA) for the base bids. An alternate bid credit was received for asphalt millings by each contractor in the amount of \$12.00 (MCC) and \$4,800.00 (NEA) respectively. When comparing the work for Park Avenue including Alternate No. 1 the low bid for this work was submitted by Northeast Asphalt, Inc. of Greenville, WI in the amount of \$232,368.71 as compared to the capital improvement budget of \$300,000.</p> <p>However, a second alternate bid was received for Creekview Park's asphalt path ranging in cost from \$106,323.90 (NEA) to \$103,560.00 (MCC) as compared to the engineer's estimate of 100,000.00 (construction only). The listed bid prices for Alternate Number 2 are comparable to the estimate and therefore, the Village should proceed with this work. The low bid for the park path project was received by MCC, Inc. of Appleton, WI in the amount of \$103,560.00.</p> <p>The final total for all work ranged in price from \$336,815.85 to \$338,692.61. When summing the work bid totals for Park Avenue Asphalt Paving and the two alternates, the low bid was submitted by MCC Inc. of Appleton, WI in the amount of \$336,815.85. This was compared to the capital improvement budget of \$400,000 and is within budget for the proposed work. The cost comparison per lineal foot is approximately 16 cents more for the residents on Park Avenue when selecting MCC, Inc. but an overall savings to the community of \$1,876.76 is realized. MCC, Inc. is the project low bid contractor and appears to be a responsible bidder that is qualified to perform the work.</p> <p><b>Evergreen Drive Utility Project</b></p> <p>Three bids were received for the utility contract (2019002) for Evergreen Drive ranging in price from \$1,324,640.60 to \$1,445,118.80. The low bid was submitted by Donald Hietpas and Sons Inc. of Little Chute, WI and Includes Alternate No. 1 for 1¼" service laterals for the total amount of \$1,326,915.00 as compared to the capital improvement budget of \$1,170,000. The project utility bid is over budget by \$156,915. This is due to added sanitary sewer work not included in the original budget and the limited slope available for the proposed storm sewer requiring increased pipe sizes. The overall project budget for Evergreen Drive is within budget when considering the concrete pavement portion of this project. Therefore, the Village should proceed with this project</p>	

and accept the bid from Donald Hietpas and Sons Inc. This contractor appears to be a responsible bidder and qualified to perform the work.

#### **Evergreen Drive Concrete Paving Project**

One bid was submitted by Vinton Construction of Manitowoc, WI in the amount of \$1,596,308.95 with an alternate bid to install erosion control measures on the French Pond site to store materials during construction. The final project price with the alternate is \$1,600,108.95 as compared to the capital improvement budget of \$2,030,000. This contractor appears to be a responsible bidder and qualified to perform the work.

#### **Evergreen Drive – Utility and Paving**

The total price for all proposed improvements for Evergreen Drive is \$2,927,023.95 as compared to the capital improvement budget of \$3,200,000 including engineering/design work.

#### **RECOMMENDATION:**

It is the recommendation of the Engineering Department to award the contract for the 2019 Park Avenue Asphalt Paving Project, Contract No. 2019001 to MCC, Inc. of Appleton, WI in the amount of \$336,815.85 which includes the alternates for the asphalt milling credit and Creekview Park asphalt path.

The Engineering Department also recommends the 2019 Utility Improvement Project for Evergreen Drive, Contract No. 2019002 be awarded to Donald Hietpas and Sons Inc. of Little Chute, WI and includes Alternate No. 1 for 1¼" service laterals in the amount of \$1,326,915.00.

It is also the recommendation of the Engineering Department to award the contract for the 2019 Concrete Paving Project for Evergreen Drive, Contract No. 2019003 to Vinton Construction of Manitowoc, WI in the amount of \$1,600,108.95 and includes the alternate for the material storage site.

**Total for Paving, Utilities and Creekview Park Path = \$3,263,839.80 (CIP Budget \$3,600,00)**

Additional Information for reference:

<b>PARK AVENUE ASPHALT PAVING</b>		<b>Northeast Asphalt</b>	<b>MCC</b>
Assessable Construction Cost		\$232,368.71	\$233,255.85
Engineering & Contingencies (15%)		\$32,549.23	\$32,549.23
On-Site Inspection (5%)		\$10,849.74	\$10,849.74
Administration / Fiscal (5%)		\$10,849.74	\$10,849.74
2019 Budget - \$300,000	Total Cost	\$286,617.42	\$287,504.56
Village Portion (30%)		\$85,985.23	\$86,251.37
Assessment Portion (70%)		\$200,632.19	\$201,253.19
<b>ASSESSMENT PER LINEAR FOOT</b>		<b>\$51.97</b>	<b>\$52.13</b>
(3,860.67 Assessable Frontage)			

Village of Little Chute  
**INFORMATION FOR VILLAGE BOARD CONSIDERATION**

**ITEM DESCRIPTION:** Quiet Zone Update

**PREPARED BY:** James Fenlon, Administrator *JP*

**REPORT DATE:** May 10<sup>th</sup>, 2019

**EXPLANATION:** The Engineering Department has been working with our consultant on permitting for the Quiet Zone Project. As you recall, the project was approved for as part of the 2019 CIP with a total budget of \$185,000. Recently, the consultant provided the department with a proposal for engineering of the improvements at a cost of roughly \$20k. The Engineer indicated that this is a project that could be done by our team, but given the timing of the earlier utility projects and now the road projects, would not be a reality in 2019. If given the flexibility between 2019 and 2020, this is a project that can “easily” be designed by our staff, at a cost less than the \$20k, and then executed as time permits.

This IFC and recommendation is to allow the Quiet Zone Project to have a more flexible completion date of 2020 so that we can more cost effectively design the project utilizing internal resources.

**RECOMMENDATION:** It is the staff’s recommendation that we allow for a year delay in the Quiet Zone project in order to accommodate the design by village staff, resulting in the better utilization of resources.

Village of Little Chute  
**INFORMATION FOR VILLAGE BOARD CONSIDERATION**

**ITEM DESCRIPTION:** St. John's and Pine Street

**PREPARED BY:** James Fenlon, Administrator *JPF*

**REPORT DATE:** May 10<sup>th</sup>, 2019

**EXPLANATION:** As you know, the Village and St. John's have had a long standing conversation going back nearly a decade on how we best collectively address Pine Street and future efforts related to vacation, parking, and utilities. Attached to this IFC is the following:

- 2017 Memo of Understanding
- 2014 Resolution and background data
- 2012 Resolution and background data

Staff recently met with parish leaders and reviewed the relevant information. It now appears that everyone is ready to move forward with the 2017 agreement. This information is provided for review so that we can bring the agreement back before the board for formal action in early June.

From that point, parish leaders will move the process along through the formal church channels.

**RECOMMENDATION:** Provided for review. Staff will recommend approving the agreement as presented.

## **Agreement of Understanding**

**WHEREAS**, an authorized representative of the St. John Nepomucene Congregation as owners of 507 Pine Street have requested to exchange properties with the Village for properties at 500 Pine Street; and

**WHEREAS**, the St. John Nepomucene Congregation agree to the removal of the pavement of the area of Pine Street being vacated or discontinued within ten years of the exchange of properties; and

**WHEREAS**, the St. John Nepomucene Congregation agree to the extension at their expense of a water main to Vandenbroek Street from the main located at Church Street and Pine Street within 10 years of the exchange of properties; and

**WHEREAS**, the St. John Nepomucene Congregation agree to granting the Village a temporary limited easement for snow storage for a period of 10 years (unless both parties agree to a different period of time) upon the entirety of the land being transferred to the congregation; and

**WHEREAS**, the St. John Nepomucene Congregation agree to the granting of permanent easements for the location of water main on the vacated or discontinued portions of Church Street and Pine Street; and

**WHEREAS**, the St. John Nepomucene Congregation currently occupy a portion of Church Street right of way with improvements such as walks, parking lot and driveway; and

**WHEREAS**, the St. John Nepomucene Congregation agree to the waving of any objection to vacating or discontinuing Church or Pine Streets; and

**WHEREAS**, the St. John Nepomucene Congregation agree to the paying normal Storm Water Fees for all impervious areas including those located in vacated or discontinued portions of streets which become property owned by the congregation; and

**WHEREAS**, the Village of Little Chute Board of Trustees to pay all costs for infrastructure associated with the use of land being transferred for snow storage; and

**WHEREAS**, the Village of Little Chute Board of Trustees agree to grant a temporary limited easement for the continued use of the southern portion of property currently occupied by church parking and being acquired from the congregation as depicted on EXHIBIT "A" as containing 2,247 sq. ft., until such time the Village chooses to use the property for location of public parking; and

**WHEREAS**, the Village of Little Chute Board of Trustees does find that the exchange of this property is found to be in the public interest.

**NOW, THEREFORE, BE IT AGREED**, by the Village Board of Trustees and St. John Nepomucene Congregation as follows:

1. That the Village transfer to St. John Nepomucene Congregation, Parcels # 260042000 & 260042700, the property being described as; 1985 Amendment to the 1917 Assessors Plat Lots 9 & 14 Block 25, said parcels containing approximately 10,903 square feet; and
2. That the Village in exchange for aforementioned parcels, shall accept from St. John Nepomucene Congregation, ownership of all of parcel # 260044400 and part of parcel # 260044200 fully described as: 1985 Amendment to the 1917 Assessors Plat Lot 10 and that part of lot 13 Block 26 described as follows: Beginning at the Northwest corner of said Lot 13; Thence N82°43'03"E, 94.89 feet on the North line of said Lot 13; Thence S14°49'57"E, 20.08 feet on the East line of said Lot 13; Thence S78°49'05"W, 81.74 feet; Thence S89°17'11"W, 18.68 feet to the West line of said Lot 13; Thence N00°59'27"W, 23.47 feet on said West line to the point of beginning; all as depicted on EXHIBIT "A" total area of described parcel containing approximately 6,836 square feet; and
3. That St. John Nepomucene Congregation agree to granting the Village a temporary limited easement for snow storage for a period of 10 years (unless both parties agree to a different period of time) upon the entirety of the land being transferred to the congregation described as; 1985 Amendment to the 1917 Assessors Plat Lots 9 & 14 Block 25; and
4. That the St. John Nepomucene Congregation grant to the Village a Permanent Utility Easement as depicted on EXHIBIT "B"; and
5. That the Village pay St. John Nepomucene Congregation the amount of \$5,000.00 upon signature of the authorized representative of the congregation waving any objection to vacating or discontinuing Pine Street; and
6. That the parties are directed to execute such documents as necessary to complete the exchange of afore described properties.

By: \_\_\_\_\_

By: \_\_\_\_\_



**VILLAGE OF LITTLE CHUTE**

**RESOLUTION NO. 2 , SERIES OF 2015**

**WHEREAS**, an authorized representative of the St. John Nepomuscene Congregation as owners of 507 Pine Street have requested to exchange properties with the Village for properties at 500 Pine Street; and

**WHEREAS**, the St. John Nepomuscene Congregation agree to the removal of the pavement of the area of Pine Street being vacated or discontinued within ten years of the exchange of properties; and

**WHEREAS**, the St. John Nepomuscene Congregation agree to the extension at their expense of a water main to Vandenbroek Street from the main located at Church Street and Pine Street within 10 years of the exchange of properties; and

**WHEREAS**, the St. John Nepomuscene Congregation agree to granting the Village a temporary limited easement for snow storage for a period of 10 years (unless both parties agree to a different period of time) upon the entirety of the land being transferred to the congregation; and

**WHEREAS**, the St. John Nepomuscene Congregation agree to the granting of permanent easements for the location of water main on the vacated or discontinued portions of Church Street and Pine Street; and

**WHEREAS**, the St. John Nepomuscene Congregation currently occupy a portion of Church Street right of way with improvements such as walks, parking lot and driveway; and

**WHEREAS**, the St. John Nepomuscene Congregation agree to the waving of any objection to vacating or discontinuing Church or Pine Streets; and

**WHEREAS**, the St. John Nepomuscene Congregation agree to the paying normal Storm Water Fees for all impervious areas including those located in vacated or discontinued portions of streets which become property owned by the congregation; and

**WHEREAS**, the Village of Little Chute Board of Trustees to pay all costs for infrastructure associated with the use of land being transferred for snow storage; and

**WHEREAS**, the Village of Little Chute Board of Trustees agree to grant a temporary limited easement for the continued use of the southern portion of property currently occupied by church parking and being acquired from the congregation as depicted on EXHIBIT "A" as containing 2,247 sq. ft., until such time the Village chooses to use the property for location of public parking; and

**WHEREAS**, the Village of Little Chute Board of Trustees does find that the exchange of this property is found to be in the public interest.

**NOW, THEREFORE, BE IT RESOLVED**, by the Village Board of Trustees as follows:

1. That the Village transfer to St. John Nepomuscene Congregation, Parcels # 260042000 & 260042700, the property being described as; 1985 Amendment to the 1917 Assessors Plat Lots 9 & 14 Block 25, said parcels containing approximately 10,903 square feet; and
2. That the Village in exchange for aforementioned parcels, shall accept from St. John Nepomuscene Congregation, ownership of all of parcel # 260044400 and part of parcel # 260044200 fully described as: 1985 Amendment to the 1917 Assessors Plat Lot 10 and that part of lot 13 Block 26 described as follows: Beginning at the Northwest corner of said Lot 13; Thence N82°43'03"E, 94.89 feet on the North line of said Lot 13; Thence S14°49'57"E, 20.08 feet on the East line of said Lot 13; Thence S78°49'05"W, 81.74 feet; Thence S89°17'11"W, 18.68 feet to the West line of said Lot 13; Thence N00°59'27"W, 23.47 feet on said West line to the point of beginning; all as depicted on EXHIBIT "A" total area of described parcel containing approximately 6,836 square feet; and
3. That St. John Nepomuscene Congregation agree to granting the Village a temporary limited easement for snow storage for a period of 10 years (unless both parties agree to a different period of time) upon the entirety of the land being transferred to the congregation described as; 1985 Amendment to the 1917 Assessors Plat Lots 9 & 14 Block 25; and
4. That the St. John Nepomuscene Congregation grant to the Village a Permanent Utility Easement as depicted on EXHIBIT "B"; and
5. That the Village pay St. John Nepomuscene Congregation the amount of \$5,000.00 upon signature of the authorized representative of the congregation waving any objection to vacating or discontinuing Pine Street; and
6. That the Village Clerk, and/or Village Administrator, and/or Village President are directed to execute such documents as necessary to complete the exchange of afore described properties.

Date introduced, approved and adopted: January 7, 2015

**VILLAGE OF LITTLE CHUTE:**

By: \_\_\_\_\_

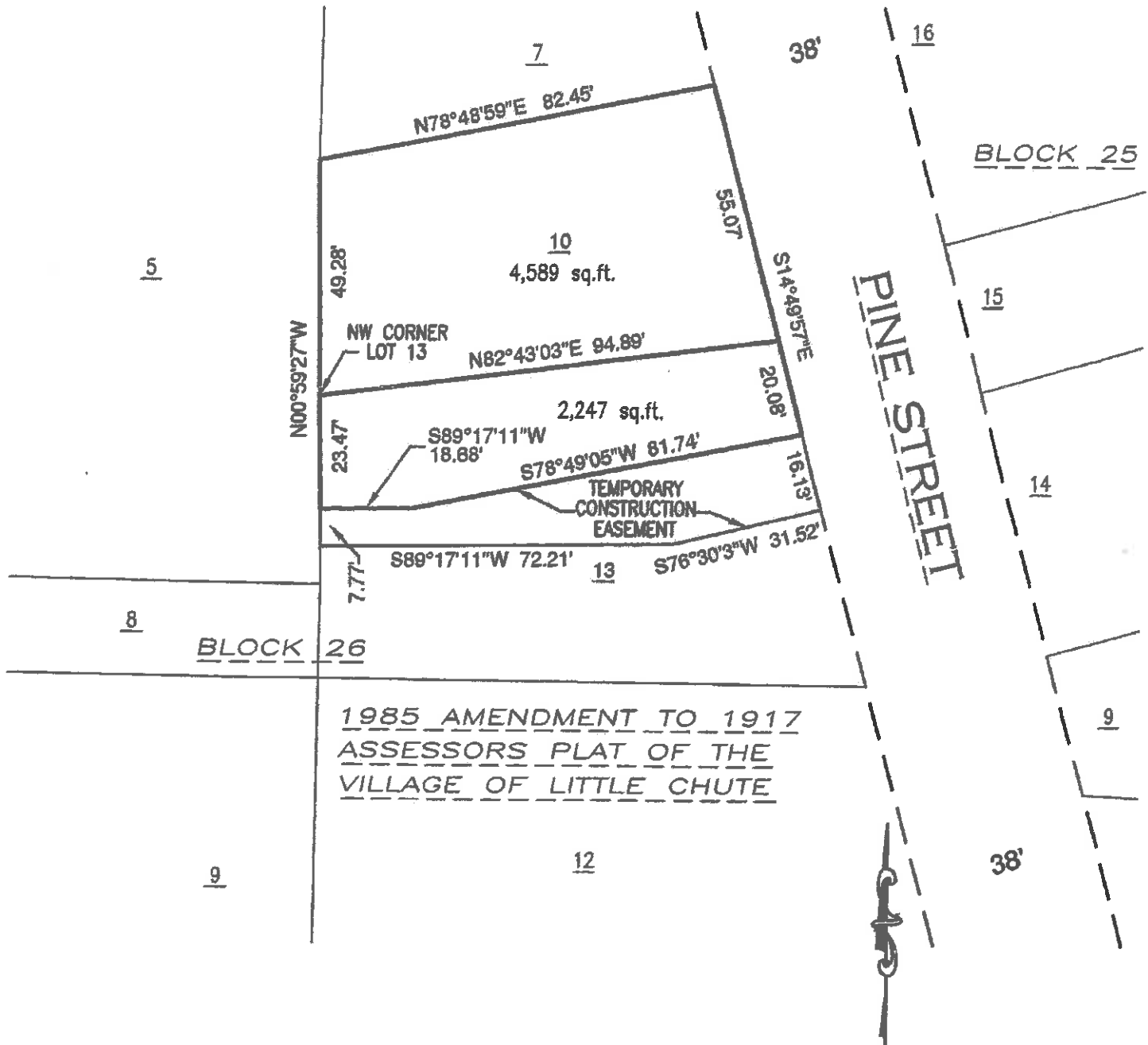
Michael R. Vanden Berg, Village President

By: \_\_\_\_\_

Laurie Decker, Village Clerk

# EXHIBIT "A"

ALL OF LOT 10, AND PART OF LOT 13, BLOCK 26, 1985 AMENDMENT  
TO 1917 ASSESSORS PLAT OF THE VILLAGE OF LITTLE CHUTE,  
VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN



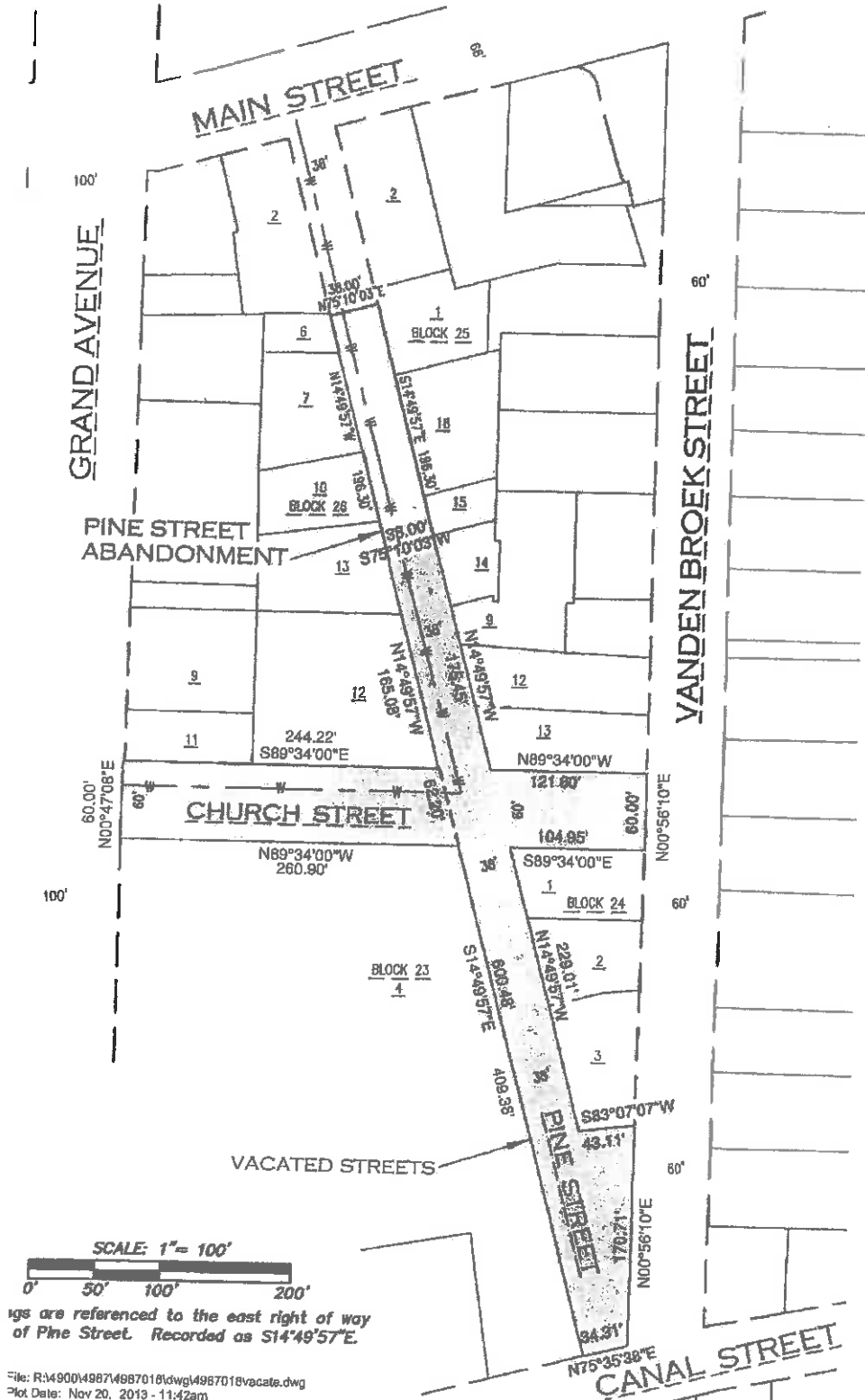
**Robert E. Lee & Associates, Inc.**  
ENGINEERING, SURVEYING, ENVIRONMENTAL SERVICES  
1250 CENTENNIAL CENTRE BOULEVARD  
HOBART, WI 54155  
PHONE: (920) 662-8641  
FAX: (920) 662-9141  
INTERNET: www.releeinc.com



Bearings are referenced to the east right of way  
line of Pine Street. Recorded as S14°49'57"E.

# EXHIBIT "B"

PART OF 1985 AMENDMENT TO 1917 ASSESSORS PLAT OF THE  
VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN



Village of Little Chute  
**REQUEST FOR VILLAGE BOARD CONSIDERATION**

**ITEM DESCRIPTION:** Update on Pine St.

**PREPARED BY:** James P. Fenlon, Administrator

**REPORT DATE:** January 7, 2014

**ADMINISTRATOR'S REVIEW/COMMENTS:** ( See Below )

**EXPLANATION:** During the Committee of the Whole Meeting of December 11, 2013, Public Works Director Van Gheem updated the Board with regards to the Pine St. parking lot. After some research, it was determined that the Village Board agreed to a resolution on December 19, 2012 to exchange properties with St. John's Catholic Church.

The Village agreed to swap 500 Pine Street for a parcel owned by St. John's Catholic Church at 507 Pine St. The resolution directed Village officials to execute the documents as necessary to complete the ownership swap of the lots as described above. For background information, I have attached both the minutes from December 19, 2012 and Resolution No. 44, Series 2012. The four conditions as described in the resolution were as follows:

1. Swap the properties (NOT completed)
2. Removal of structures by St. John's (Completed)
3. Snow storage on 500 Pine by Village with drainage installed (Not Completed)
4. Utilize 517 Pine St (Pine Street Bar) property for added parking capacity (N/A)

In determining the best path ahead for Pine Street and future parking lot upgrades, I suggest that Village officials execute the land swap as agreed in Resolution No. 44, Series 2012.

With executing the swap there will still be other issues to resolve as pointed out in the attached memo and documents from DPW Director Van Gheem. Also attached, you will find a letter dated 10/16/2012 from St. John's Catholic Church for background information on previously agreed to conditions.

Once a swap and issues identified are resolved per previous agreements, Village Staff will propose a plan to the Village Board in order to utilize the parking area in the most efficient way possible.

**RECOMMENDATION:** Approve of the Village staff to conduct the necessary actions to comply with Resolution No. 44, Series 2012.



**RECEIVED**

OCT 22 2012

VILLAGE OF  
LITTLE CHUTE

323 Pine Street • Little Chute, WI 54140-1896 • Phone (920) 788-9061

October 16, 2012

Chuck Kell  
Administrator  
Village of Little Chute

Dear Mr. Kell,

On behalf of St John Parish I am writing you in regards to the Pine Street Vacation project. St. John Parish will accept the vacating of Pine Street based on the following;

- 1) St. John Parish receives the Mel Kriplean two parcels of property.
- 2) No increase in the current storm water tax from the existing levels.

St. John Parish will do the following;

- 1) Vacate the necessary street as needed.
- 2) Tear down the Mel Kriplean houses and bring the property to grade.
- 3) We will extend the water main from Pine Street to Vandenbroek Street pending receiving information regarding the water main installation.

Final approval would then need to be accepted by St John Pastoral Council and the Catholic Diocese of Green Bay. We look forward to partnering with the Village of Little Chute to complete this project.

Sincerely,

Dale Vande Hey

St. John Parish Business Administrator

# Memo

To: James Fenlon, Village Administrator

From: Roy Van Gheem, Director of Public Works *RSV*

Date: January 10, 2014

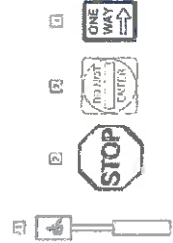
Re: Pine Street Parking Lot

I have reviewed your Request for Board Consideration dated January 7 and have the following comments:

- Should the transaction consist of swapping the lots at 500 Pine Street for the lot at 507 Pine Street (lot 16) and enough extra land to build the proposed parking lot in the future if desired (see Sheet #3 and Exhibit "A")?
- Should the land swap and the street vacation happen simultaneously (see Exhibit "B")? We will need an easement for the water main currently in Pine Street and Church Street. We will also need an easement for the proposed storm sewer on 500 Pine Street, and maybe we want an easement to store snow at 500 Pine Street. The church will need to get an easement to use a portion of the land that would be part of this swap where their current parking lot is located.
- Paragraph #4 of Resolution #44 Series of 2012 may need to be revised. The Village will not be able to construct a parking lot on a portion of 517 Pine Street and may not construct a parking lot on 507 Pine Street.
- In the minutes of the Regular Board Meeting of December 19, 2012, there is discussion of a storm water waiver for the vacated Pine Street. If the impervious areas are being used by St. John's Catholic Church as part of their normal operations, what is the justification for a waiver?
- As part of this agreement, the church committed to installing new water main from Pine Street to Vandebroek Street. This commitment should be formalized so that if water main work needs to be performed in the future, the church will cover any cost.

**LEGEND**

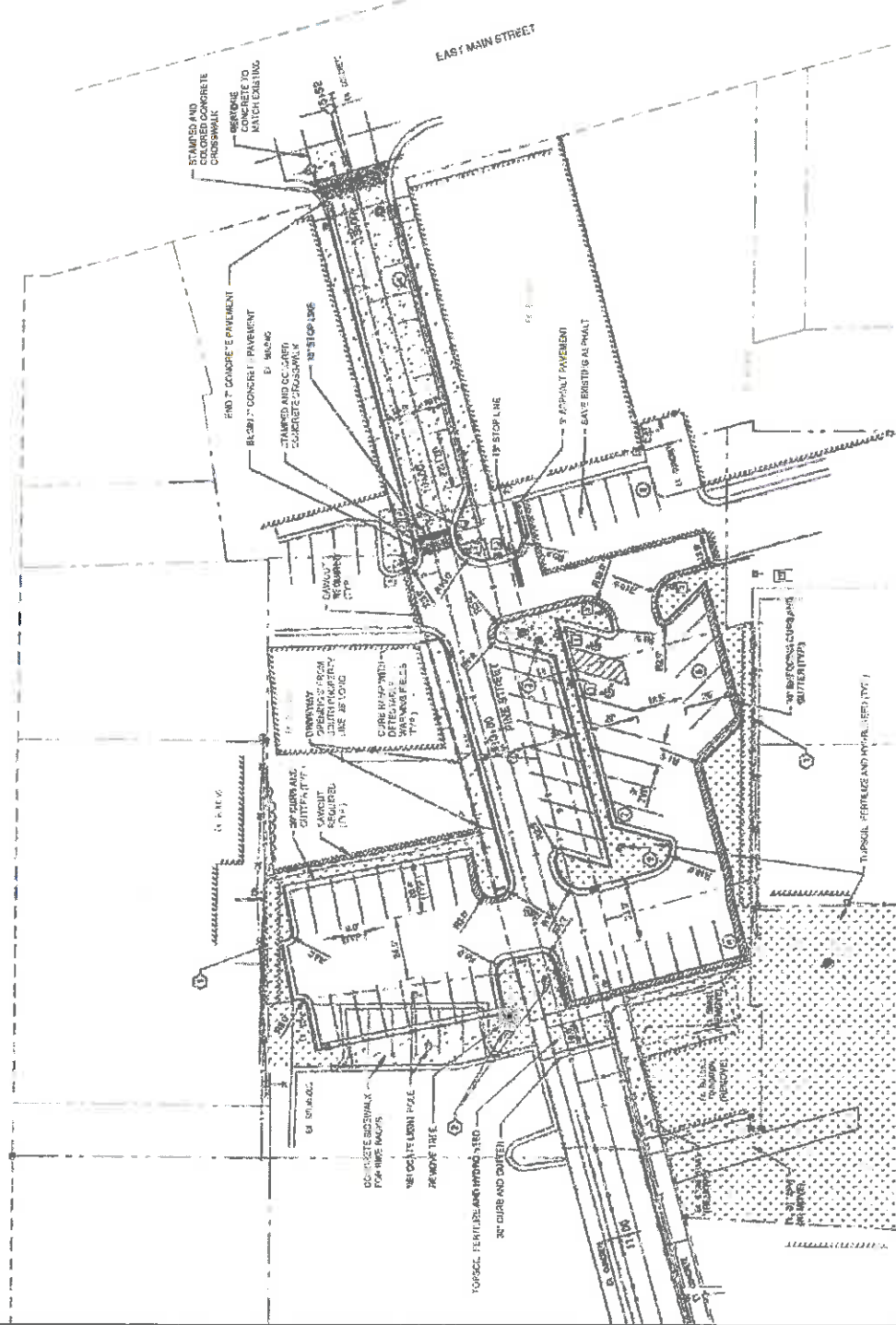
- CONCRETE PAVEMENT
- ASPHALT PAVEMENT
- GREENSPACE
- PROPOSED 18" CURB & GUTTER (UNLESS OTHERWISE NOTED)
- PROPOSED 18" CURB & GUTTER (UNLESS OTHERWISE NOTED)
- TRAFFIC FLOW GROUND
- UNIMPAVED PARKING
- INDICATES MARKET OF PARKING STALLS
- INDICATES CHANGE (SEE BELOW)
- (1) PYRAMID APPROXIMATE 1'-2" TALL PLANTED 2' O.C.
- (2) SETBACKS ARE TO BE 5' O.C.



NOTE: ALL CURBS MATCHABLE TO THE PAGE ON CURB

**NOTE**

ALL AREAS DESIGNATED AS "GREEN SPACE" SHALL BE MAINTAINED AS SUCH AND NOT TO BE PLANTED WITH TREES OR SHRUBS OF 8 INCHES SEEDING AND MATCHED AREA TO BE PLANTED FREE OF 8 INCHES AND CLIMBING



NO.	DATE	BY	CHKD	APP'D	REVISION
1	08/11/24	AMV/ST			
2	08/11/24	AMV/ST			
3	08/11/24	AMV/ST			

CONTRACT NO. 4884-R-02  
PINE STREET PARKING LOT CONSTRUCTION  
OUTCAME COUNTY, WISCONSIN

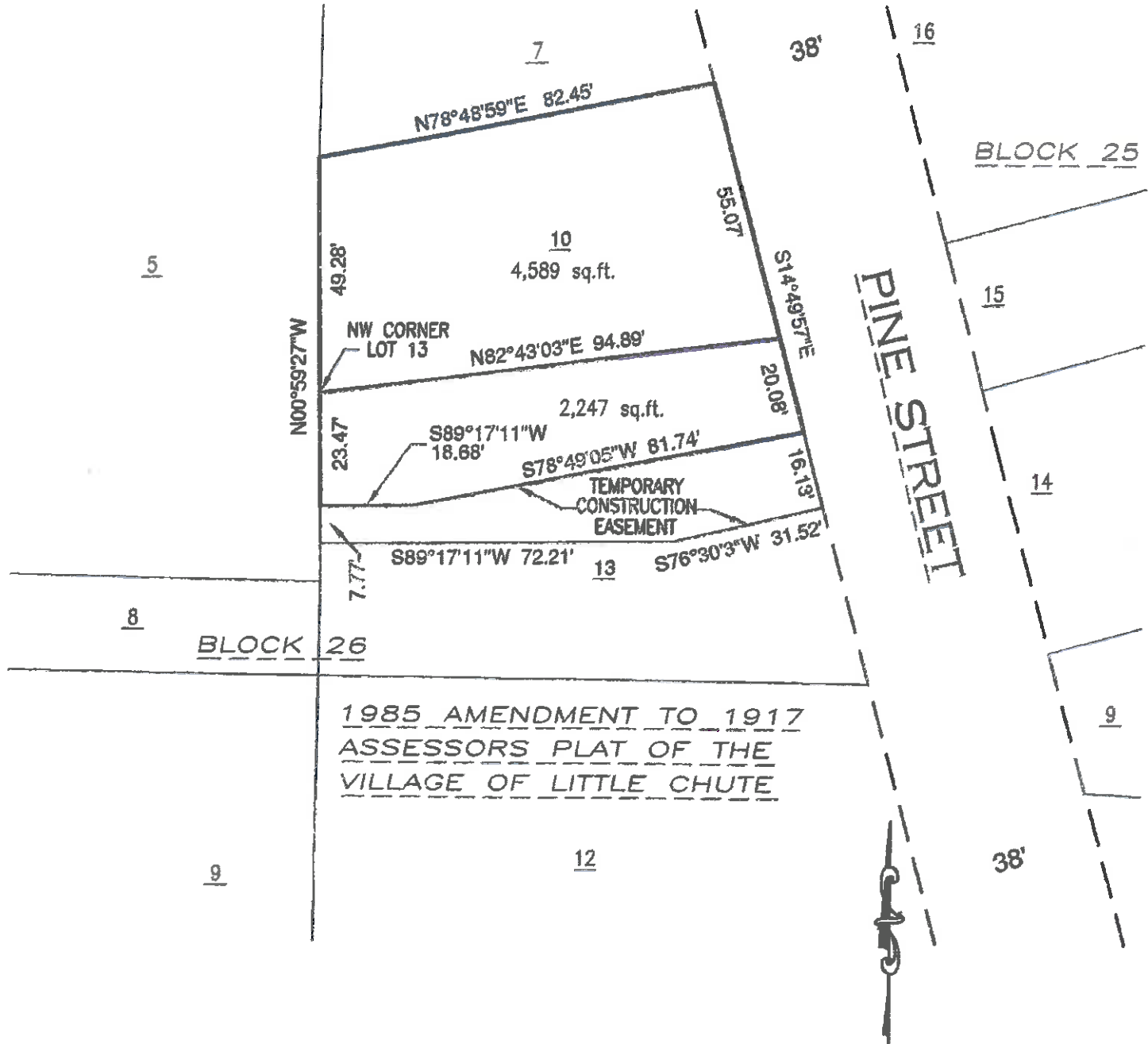
SITELANDSCAPING PLAN

3



# EXHIBIT "A"

ALL OF LOT 10, AND PART OF LOT 13, BLOCK 26, 1985 AMENDMENT  
TO 1917 ASSESSORS PLAT OF THE VILLAGE OF LITTLE CHUTE,  
VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN



**Robert E. Lee & Associates, Inc.**  
ENGINEERING, SURVEYING, ENVIRONMENTAL SERVICES  
1250 CENTENNIAL CENTRE BOULEVARD  
HOBART, WI 54155  
INTERNET: [www.reeinc.com](http://www.reeinc.com) PHONE: (920) 682-8641  
FAX: (920) 682-9141

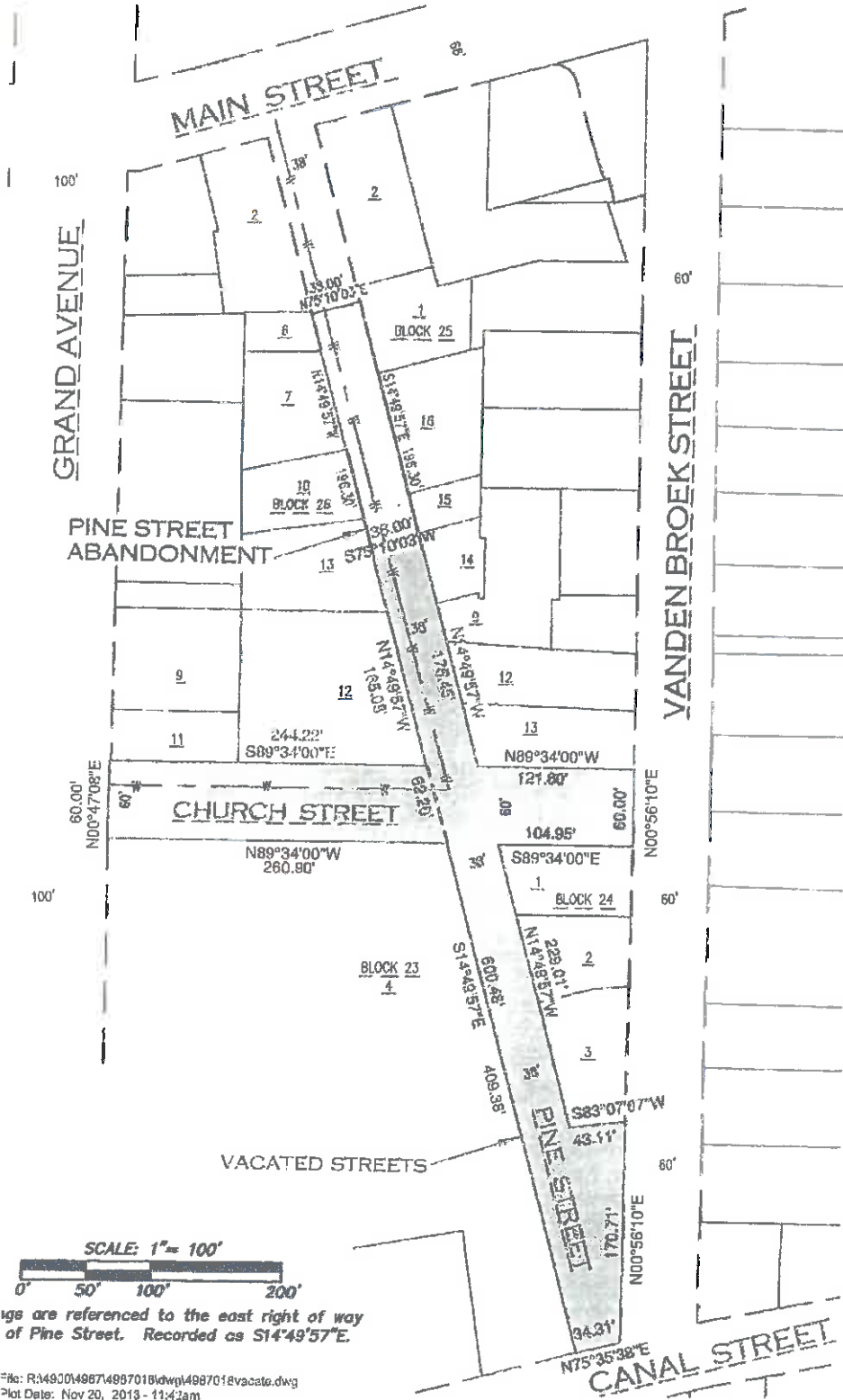
File: R:\4900\4987\4987018\dwg\Lot Transfers.dwg  
Plot Date: Nov 20, 2013 - 11:49am

SCALE: 1" = 30'  
0' 15' 30' 60'

Bearings are referenced to the east right of way  
line of Pine Street. Recorded as S14°49'57"E.

# EXHIBIT "B"

PART OF 1985 AMENDMENT TO 1917 ASSESSORS PLAT OF THE  
VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN



## MINUTES OF THE REGULAR BOARD MEETING OF DECEMBER 19, 2012

**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  
Bob Berken, Trustee  
Tammy Frassetto, Trustee  
James Hietpas, Trustee  
Skip Smith, Trustee  
Larry Van Lankvelt, Trustee

**EXCUSED:** Bill Peerenboom, Trustee

### **Roll Call of Officers and Department Heads**

**PRESENT:** Charles Kell, Village Administrator  
Jim Moes, Community Development Director  
Ray Lee, FVMPD Police Captain  
Jeff Elrick, Assistant Director of Public Works  
Teri Matheny, Finance Director  
Vicki Schneider, Village Clerk  
Village Attorney Charles Koehler

**EXCUSED:** Tom Flick, Director of Parks, Recreation & Forestry, Roy Van Gheem, Director of Public Works

**OTHERS PRESENT:** Interested Citizens, Media Reps

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

None

### **Approval of Minutes**

Regular Board Meeting Minutes – December 5, 2012

Committee of the Whole Meeting Minutes – December 12, 2012

*Moved by Trustee Van Lankvelt, seconded by Trustee Berken to approve the Regular Board Meeting Minutes of December 5, 2012 and the Committee of the Whole Minutes of December 12, 2012 as presented.*

Ayes 6, Nays 0 - Motion Carried

### **Report of Other Minutes-Other Informational Items**

*Minutes of the Plan Commission Meeting of November 12, 2012*

*FVMPD Activity Report – November 2012 and YTD*

Board members noted receipt of the informational items.

### **Ordinance:**

**Rezoning property located on Rosehill Road, Certified Survey Map #5150 Lots 1 & 2 owned by Irene Hietpas from RC- Residential Single Family District to RT – Residential Two Family District**

Trustee Frassetto stated that she believes it would be in the best interest to rezone the property based on the volume of the street but based on the covenants that were presented when the homeowners purchased their lots, she would not support the zoning change because the covenants require single-family homes.

J. Moes stated the covenants do apply to these lots. President Vanden Berg stated that even if the Village changed the zoning the lots are still covered by the covenants. J. Moes stated that Irene Hietpas did stop in to see him and she did not indicate that she wanted to withdraw the request. Further discussion took place.

*Moved by Trustee Smith, seconded by Trustee Frassetto to Deny the Rezoning Request filed by Irene Hietpas for a change from RC – Residential Single Family District to RT – Residential Two Family District for CSM #5150 Lots 1 & 2.*

Ayes 6, Nays 0 – Motion Carried

**Resolutions:**

President Vanden Berg stated that the petitioners have requested that Resolution items (a) and (b) be withdrawn from the agenda as they are not ready to move forward at this time.

**a) Approving the Signing of a Development Agreement between the Village of Little Chute and Dale and Donna Baeten Revocable Living Trust for Property being Subdivided by Certified Survey Map**

**b) Approving the CSM for Shade Today – Dale and Donna Baeten, Owners**

**c) Approving the Exchange of Properties between the Village of Little Chute and St. John Church**

C. Kell stated he had shared this resolution with Dale Vande Hey of St. John's and also with Pat Hietpas and he received a call from Mr. Vande Hey informing him that both councils of the Church had met and they are in favor and support this land exchange. C. Kell stated the only outstanding issue is the storm water waiver and he will be working on this with Attorney Koehler and it will be on a temporary basis and only for the Pine St. right-of-way. C. Kell stated the remaining step for the Church is to get approval from the Diocese. C. Kell stated that the resolution puts the Village on record that we are supportive of the swap and the conditions and that the Village staff and President are authorized to sign the legal documents. Trustee Frassetto questioned if this allowed or required the Village to put in a storm drainage system. C. Kell stated that the Public Works Director feels that if the Village is going to store snow on the lot that there would have to be some type of minimal drainage put on the property and when we stop storing snow and the Church decides to develop the property the storm system would be removed.

*Moved by Trustee Van Lankvelt, seconded by Trustee Smith to Adopt Resolution No. 44, Series of 2012 Approving the Exchange of Properties between the Village of Little Chute and St. John Church on the contingency that St. John's gets it approved by the Diocese and the storm water waiver issue is worked out.*

Further Discussion: Trustee Frassetto questioned whether the Public Works Director had reached an agreement with the owners of the Pine Street Property. C. Kell stated that they have agreed verbally but not with an official legal document. C. Kell stated that he feels that the Church and Mr. Hietpas want to tear the houses down relatively quickly so the resolution states that if they do that before obtaining approval from the Diocese, they will have to pay for the demolition and the Village will not pay for it.

Vote on the motion:

Ayes 6, Nays 0 – Motion Carried

Trustee Hietpas requested that agenda item (J) regarding the employee handbook be taken up after agenda item (O) in case Trustee Peerenboom does show up.

*Moved by Trustee Hietpas, seconded by Trustee Frassetto to move agenda item (J) to follow agenda item (O).*

Ayes 6, Nays 0 – Motion Carried

**Review/Action – Approval of MCO Contract**

T. Matheny stated that the contract was reviewed by the Water Commission and they are recommending approval to the Village Board. T. Matheny stated that the base contract increased 1.5% but overall the contract of \$329,653 is up only \$1,700 or .53%. T. Matheny stated the contract is billed on a monthly basis in three parts; a base amount, health insurance, and liability insurance. T. Matheny stated that \$300,000 had been budgeted for the MCO contract.

*Moved by Trustee Van Lankvelt, seconded by Trustee Smith to Approve the 2013 MCO Contract.*

Further Discussion: Trustee Hietpas asked if there was ever a cost analysis done to see if the Village is still saving money by subcontracting this out. T. Matheny stated that 2013 will be year four of their five-year contract and the contract ends on 12/31/14. Trustee Berken asked how many employees they have working in the water department. T. Matheny stated that regularly there are three employees working in the Village and supplemental help is brought in if needed but none of them are exclusively working for Little Chute. Trustee Van Lankvelt stated he had been on the Water Commission for almost 25 years and before MCO the personnel issues that had to be dealt with were very big and MCO also has expertise from other

communities that they can rely on and reference and they have staff electricians and instrumentation staff that they call in and that is all part of the contract. Trustee Van Lankvelt stated it isn't just them running the Water Department but they have a whole backup of people they can call to get answers. President Vanden Berg stated that they have resources that we didn't have before and we would have to go out and contract for. T. Matheny commented that they started keeping more detailed time logs in 2012 and the Water Commission has asked staff to conduct an analysis in 2013 to delineate a more comprehensive understanding of what services MCO provides because since the initial contract was bid and awarded there have been additional responsibilities added to the contract that were not in the original bid. T. Matheny further commented that they are keeping very detailed records for the Village to put together information to analyze if we are truly saving money and we will know exactly what they perform and the Village will be able to review costs. T. Matheny stated for instance all MCO employees are salary and they don't pay overtime.

Vote on the Motion:

Ayes 6, Nays 0 – Motion Carried

#### **Approval of 2013 Meeting Schedule**

*Moved by Trustee Smith, seconded by Trustee Van Lankvelt to Approve the 2013 Meeting Schedule as presented.*

Ayes 6, Nays 0 – Motion Carried

#### **Operator's License:**

Jennifer A. Koslonski                      420 Woodland Dr.                      New London                      Hawk's Nest

*Moved by Trustee Berken, seconded by Trustee Frassetto to Approve the Operator's License as presented.*

Ayes 6, Nays 0 – Motion Carried

#### **Department and Officers Progress Reports**

Captain Lee stated that the Department will have extra officers available to handle whatever the upcoming snowstorm produces. T. Matheny commented on the additional information she provided to Trustees based on comments made at the budget hearing regarding retiree health insurance and this information will be revisited for the 2013 budget. T. Matheny stated that up to this point \$1.5 million in taxes had been collected. C. Kell provided Board members with a copy of an update on Ignite Fox Cities that showed the investments that have been made and he noted that they are at 75% of their funding goal and if Outagamie County would clear the money that they have in their contingency fund for this it would put them close to their \$800,000 goal. C. Kell commented on Kurt Coenen's request to appear before the Board regarding the Northside Solutions project. C. Kell stated that he feels it wouldn't be productive to have Kurt come before the Board until we find out how Appleton reacts to the agreements that he and the Public Works Director negotiated on the issue. C. Kell stated that we should get an answer back from Appleton relatively quickly and Kurt agreed that nothing would be done until after the holidays and then either Kurt will appear before the Board to talk about the issues and an update will be given on where the situation is contractual with the City or it may be that staff and the Developers will meet with Appleton before he comes to the Board. C. Kell informed the Board that the Design Engineers for the Mill Street Bridge and the State are working on a new schedule for the bridge and he will bring it before the Board when it he has it in his possession. C. Kell reported that he and President Vanden Berg had met with the contractor's representatives, McMahon & Associates as the architect, and a representative of the donor concerning the Village Hall expansion and remodeling project and the intent is to have architectural design contracts on the January 2 agenda for approval. C. Kell stated that it looks like they will be in a position to have contract approvals wrapped up in March and construction would begin in April. Trustee Frassetto asked about the timeline for construction for the salon and C. Kell stated he was told that they would be starting construction last week and he doesn't know why they haven't started. C. Kell stated that they do have an early start permit for the foundation. C. Kell and J. Moes both commented on numerous issues the State has with the building plans that have to be worked out. C. Kell stated he has also given them permission to store their building materials on the balance of our vacant property and they will be giving us a waiver of responsibility.

J. Moes reported that he followed up with the manager of General Beer on the issue with the piles of soil and the fence that was falling down and the manager assured him he would take care of the issues. J. Elrick reported on the advertising for bids for the Main Street Utility project noting that the bid opening would be January 17<sup>th</sup> and he also stated that they are scheduled to start plowing snow at 4 a.m. tomorrow.

V. Schneider reported that as a follow-up to the issue of gazebos and accessory structures, J. Moes had written an article for the Spring newsletter and for now that article is placed on the website and she will move it to the newflash section of the website in the Spring and she also reported that the newsletter was available for pickup and would be mailed to residents tomorrow. Attorney Koehler reported that the real estate closings had taken place with the Spierings for Lot 5 in Village North and with Nicolet Lumber/Premier for the Multi-Family lot sale on Elm Drive.

#### **Disbursement List**

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

Ayes 6, Nays 0 – Motion Carried

#### **Review/Possible Action on Village of Little Chute Employee Handbook and Personnel Manual**

C. Kell reviewed the following list of changes made to the employee handbook and personnel manual, responded to questions posed by Trustee Peerenboom, and noted items that still needed decisions by the Board.

- Page 7 - 2h – Administrator conducts second step grievance procedures assuming that the Village Administrator is not part of or a party to or the reason for the grievance filed. C. Kell stated at this point it would step by him and go to an impartial hearing officer.
- Page 7 - 1c - C. Kell stated the meaning of this is the Department Heads are appointed by the Village Board based on a recommendation of the Village Administrator. C. Kell stated he could clarify the language.
- Page 8 – 3c- take out word “second”.
- Page 14-5.07(4) - grade point average changed to 2.5 on a 4.0 scale.
- Page 15 – Comp Time Policy – C. Kell stated that this was discussed with Department Heads and what is being setup is a maximum accumulation of 80 hours and at the end of the year, 40 hours would be paid out and 40 hours could be carried over or paid out at the discretion of the Department Head.
- 7.02 Compensation Structure and Process - C. Kell stated that the salary structure is still in the handbook but the actual salary plan that the Board adopts is included as an appendix and this will allow for the Board to make changes to the plan without having to amend the handbook and personnel manual. The Board will just need to adopt the appendix if a change is made to the salary plan and the current salary plan is included in the appendix and the Board will have to decide if that is going to be the plan for 2013.
- Page 18 – 8.06 - Vacation Schedule – C. Kell stated that when this was discussed with the Board, there was Board consensus that the sixth week of vacation would be removed from the schedule for new hires and it reads that the six week is only available to those employees who started employment prior to the adoption of this employee handbook. President Vanden Berg recommended including the date of adoption of the manual under the section of vacation policy.
- Page 18 – Sick Pay – C. Kell stated that the consensus of the Board was to change this to a maximum of 9 days and for bookkeeping purposes he would like to change this to accumulate at 6 hours per month which equals 9 days. C. Kell reported that he had a meeting with employees yesterday and mainly the union employees are not particularly happy with the reduction in the days as in many cases they use their sick days instead of filing a worker’s comp claim so the Department can continue with a good record of no lost time and it keeps insurance costs down. J. Elrick stated that the employees do file an accident report but use sick leave if they need to be off work. Discussion took place on this issue.
- C. Kell noted that he is changing all references to “Department Director” to “Department Head”.

- Page 19 – No employee will be permitted to waive vacation for the purpose of double pay. C. Kell stated that means vacation will not be paid out and the employee has to take it or lose it. C. Kell stated employees are allowed to carryover 40 hours.
- Page 20 – 9.02- Extension of Bereavement Leave shall only be granted in writing by the Department Head and approved by the Village Administrator. C. Kell stated he doesn't believe the word "shall" obligates the Village to grant the extension. Discussion took place on changing the word "shall" to "may". Board members indicated agreement with changing the language to reference that in the absence of the Village Administrator, Department Head approval would be sufficient. C. Kell will make the adjustment.
- Page 22 – 12.01 (1) – Salary Plan – takes it out of the context of the handbook and references the salary plan as Appendix C. C. Kell noted that all items listed under 12.01 are decided after the position is filled and this is done through a process by the Department Head and the recommendations are brought to the Village Administrator. C. Kell stated the core components remain in the handbook but the plan itself will be an appendix.
- Page 23 (5) Re-Evaluations – C. Kell stated that when major changes are made to a position description the pay grade for the position may be adjusted up or down depending on the nature of the changes.
- Page 24 (c) – Demotion – C. Kell stated it doesn't means something would be done automatically but it would be analyzed and a recommendation of a pay rate adjustment would be made by the Village Administrator with approval by the Village Board.
- Page 25 – 13.0 Performance Planning and Review System – C. Kell stated that the manual states that the Board will review Dept. Head reviews with the Village Administrator and that process has been solidified. Discussion took place on the deadlines for review dates and the involvement of the Board for Dept. Heads salary increases and the current salary plan and how it compares to a pay for performance plan. It was also noted that the performance evaluation forms are part of the appendix and could be changed without amending the handbook. Board members present were not in a consensus for moving the dates and President Vanden Berg directed the Administrator to move the performance review dates to November 1 for all employees and December 15<sup>th</sup> for the reviews of the Department Heads performance evaluations and the Administrator's evaluation. Discussion also took place on the timing of review of the annual budget and T. Matheny stated for next year she could move the start of the budget review to around the 1<sup>st</sup> of October. President Vanden Berg suggested that the Board set aside time at a future meeting to have a discussion on the current salary plan and a pay for performance plan.
- Page 30 & 31 – Grievance Procedures – C. Kell stated the word "de nova" is a legal term meaning start over. C. Kell noted in Step 2 language was added reading that any grievance that involves actions of the Administrator shall automatically skip step 2 and move to an Impartial Hearing Officer. Trustee Frassetto stated that grievance policy will also need to be amended.
- Page 40 - Electronic Communication- C. Kell stated that the language for this section was loosened up and the original language was too rigid. C. Kell stated that this allows employees to use the fax or copy machine with reimbursement to the Village for the expense. C. Kell stated part of the reason he changed this section is because of the Board's agreement with employees in the Municipal Services building being allowed to use tools, power washers, and water and this wasn't really fair for the office employees. C. Kell stated he didn't believe there is any abuse of this and employees may use electronic communications or copy/fax equipment only on an incidental basis with limited use. C. Kell stated Department Heads would be responsible for monitoring the employee's actions. Discussion took place. Attorney Koehler stated that what is written is a flexible and a discretionary judgment situation and it could be more specific but it would take some work to put the parameters in place and going with a flexible, discretionary system like this could be followed and if there is some abuse it could be modified to deal with the situation. Discussion continued. No changes were recommended by the Board.



- Page 46 – C. Kell noted that all employees will be required to sign an Acknowledgement of Review and Understanding of the Village of Little Chute Employee Handbook and Personnel Policies.
- Page 58 – 17.23 – Benefit Continuation During Leave – C. Kell explained that this is for situations where employees are on paid or unpaid leave and their benefits continue for 90 days with the employee paying their employee share and this is as long as the employee is returning to work. The employee would be billed for 100% of the cost of their benefit coverage's should they fail to return to work. Discussion took place. The Board did not recommend any changes to this section.
- Page 61 – Harassment in the Workplace – C. Kell stated he meant to include the Village President in the language under Complaint Reporting and he will add that back in. C. Kell stated that if the employee isn't comfortable filing a claim with their supervisor, Department Head or the Village Administrator and it is filed with the Village President, it is now filed outside the Village's personnel system and does that mean that the Village President will take the investigation forward. C. Kell asked the Board if that is what they wanted as there is an expectation of minimal disclosure in means of public knowledge, an expectation of dealing with it promptly and he questioned if the Village staff would know this is even going on and he questioned the ramifications that haven't been considered. C. Kell stated it was Trustee Peerenboom's recommendation to include the Village President if the employee wasn't comfortable going to the Village Administrator. Discussion took place. T. Frassetto stated that Trustee Peerenboom would have to inform the Board what his intent was with his statement. Discussion continued. T. Matheny commented that it would be beneficial for staff to receive training on harassment issues. Trustee Frassetto suggested that staff research to see if there is an option to have an insurance company come in to do some training on harassment issues. No action taken at this time.
- Page 62 – Residency – C. Kell stated he has left the policy as it was stating all Village Department Heads and the Village Administrator shall live within 10 miles of the corporate limits of the Village within 12 months of beginning employment. Individual Employment Agreements with the Village Board can provide for an extended time period. Trustee Frassetto and Trustee Hietpas stated that they want to see it required that the Village Administrator live within the Village limits. Discussion took place. Trustee Berken agreed that the Administrator should live in the Village and a special circumstance could be looked at. President Vanden Berg stated it appears that the Board is split three to three on this issue and this will be discussed at the next meeting.
- Page 63 – Solicitations and Distributions – C. Kell stated this allows for the United Way Campaign and for employees being permitted to sell for fundraising items for youth athletic or school fundraisers and for girl scouts and those of a similar type nature.
- Page 63 – Use of Village Vehicles – C. Kell stated that there is criteria in the Village's Vehicle Use Policy which is an appendix and it give the Administrator the authority to determine employees use of Village vehicles. This item will be revisited.
- Page 65 – 17.38 Weapons – C. Kell stated the question was about how this applies to legal authority and he envisions this would apply to Sherriff Deputies, FBI agents, Investigators and others that have the authority to carry a weapon. Captain Lee stated that the buildings are posted that no concealed carry is allowed in the buildings.
- Page 66 – 17.39 Workplace Safety – C. Kell stated this authorizes the Village Board to pull together a Safety Committee but he doesn't really see a need for it as the Public Works Department has regular safety meetings. Trustee Van Lankvelt commented that the Fire Department also has regular safety meetings. J. Elrick stated they hire a company to come into do safety training and they also provide safety training to part-time staff.

C. Kell stated that he will make the noted changes and it will be brought back to the Board at their first meeting in January to review the outstanding issues and for possible adoption. Trustee Frassetto asked about the section of Employee Personnel Files and where they are kept. C. Kell stated that the Finance Dept. keeps the initial hire forms and financial forms and he keeps the Department Head evaluations and the Department Heads keep the evaluations for their employees.



Trustee Frassetto stated she would like to see it referenced as to where files on the Administrator are to be kept. C. Kell stated he could pose the question to the Administrator's network and he will let the Board now what responses he receives.

**Call for Unfinished Business**

None

**Items for Future Agendas**

Board members agreed to cancel the Board meeting on December 26, 2012. T. Matheny asked the Board if they were moving forward with no pay increases on January 1 as she needs to know for payroll purposes by the 1<sup>st</sup> meeting in January. President Vanden Berg stated they would know more after the meeting tonight. Trustee Van Lankvelt stated he would like to have a future agenda item sometime next year to discuss retirees' health insurance.

President Vanden Berg stated that item (a) under closed session is being deferred to another time as the offer to purchase has not yet been received.

*Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to enter into closed session.*  
(8:09 pm)

Ayes 6, Nays 0 – Motion Carried

Staff and the Village Attorney were excused from the meeting at this time. The Village Administrator was present for the item (b) (1).

- 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. *Offer to purchase - 316 W. Lincoln Avenue*
- b) 19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute (g) Conferring with Legal Counsel for the Village, legal counsel rendering oral or written advice concerning strategy to be adopted by the Village Board with respect to litigation in which the Village is now or is likely to be involved.
  - 1) *Review of Department Heads Performance Evaluations with the Village Administrator*
  - 2) *Discussion of a personnel contract matter*

*Moved by Trustee Smith, seconded by Trustee Frassetto to exit closed session and return to open session. (10:40 pm)*

Ayes 6, Nays 0 – Motion Carried

**Return to Open Session**

No action taken.

**Adjournment**

*Moved by Trustee Smith, seconded by Trustee Frassetto to adjourn the Regular Board meeting at 10:40 p.m.*

Ayes 6, Nays 0 - Motion Carried

**VILLAGE OF LITTLE CHUTE**

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

Attest:

\_\_\_\_\_  
Vicki Schneider, Village Clerk

## **VILLAGE OF LITTLE CHUTE**

### **RESOLUTION NO. 44, SERIES OF 2012**

#### **A RESOLUTION APPROVING THE EXCHANGE OF PROPERTIES BETWEEN THE VILLAGE OF LITTLE CHUTE AND ST. JOHN CHURCH**

**WHEREAS**, the Village of Little Chute is the owner of 500 Pine Street and purchased this property to allow for the vacation, abandonment or closing of Pine Street and with the intent of removing both of the residential structures located on this property; and

**WHEREAS**, St. John Catholic Church is the owner of 507 Pine Street; and

**WHEREAS**, the Village of Little Chute Board of Trustees and St. John Catholic Church agree that it would be in the best interest of both parties to swap ownership of 500 Pine Street and 507 Pine Street and the Little Chute Village Board also feels that this would also be in the best interest of the public.

**NOW, THEREFORE, BE IT RESOLVED**, by the Village Board of Trustees as follows:

1. That the Village of Little Chute hereby approves the swap of ownership of 500 Pine Street with St. Johns Catholic Church for 507 Pine Street with the condition that St. John Catholic Church will demolish the two residential structures on the 500 Pine Street property at St. John cost and with the Village paying for the demolition permit fees and landfill tipping fees for the removal.
2. That the removal of these structures shall occur as soon as St John Catholic Church has received approval of this land swap from the St. John Pastoral Council and the Catholic Diocese of Green Bay or if St John decides to remove these structures before obtaining approval of this land swap, the cost of this demolition will remain the responsibility of St. John Catholic Church.
3. That the Village of Little Chute will be allowed to store snow on 500 Pine Street and install a minimal storm drain system into and under this property to properly drain the site, which use shall be allowed indefinitely by the Village until St. John obtains approval and decides to move forward with some type of development on the 500 Pine Street property.
4. That the Village of Little Chute will install a public parking lot utilizing the 507 Pine Street property and a portion of the 517 Pine Street property in 2013 as part of the Pine Street reconstruction project including the provision of a paved walkway to the St. John property located south of this parking lot and this newly constructed parking lot will be available for use by St. John but not exclusively by St. John Catholic Church.

5. That the Village officials are directed to execute such documents as necessary to complete the ownership swap of the above described properties.

Date introduced, approved and adopted: December 19, 2012

**VILLAGE OF LITTLE CHUTE:**

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

Attest: Vicki L. Schneider  
Vicki L. Schneider, Village Clerk



STATE OF WISCONSIN  
Department of Employee Trust Funds  
Robert J. Conlin  
SECRETARY

Wisconsin Department  
of Employee Trust Funds  
PO Box 7931  
Madison WI 53707-7931  
1-877-533-5020 (toll free)  
Fax 608-267-4549  
etf.wi.gov

March 15, 2019

To whom it may concern,

The Department of Employee Trust Funds is writing to inform you of a change that requires you, the governing body of your municipality (Board), to sign and submit an updated resolution to participate in the Wisconsin Public Employers group health insurance program (WPE-GHIP). This will not change the WPE-GHIP that is offered to your employees and retirees. **Please sign and return the attached resolution as soon as possible and no later than October 1, 2019 to continue participation in the WPE-GHIP.**

The reasons for the need of this new resolution are as follows:

1. ETF has created one reference source for the WPE-GHIP. Previously, information was provided in a variety of publications such as: the *Local Health Insurance Employer Administration Manual* (ET-1144), the contract between the Group Insurance Board and the participating health insurance providers (ET-1136) and several employer bulletins. These resources are now combined into the *Local Employer Health Insurance Standards, Guidelines and Administration Manual* (ET-1144).
2. The original resolution the Board signed stated that the Board agreed to abide by the terms of the program set forth in the contract between the Group Insurance Board and the participating health insurance providers. With the movement of those contract provisions to this new employer manual (ET-1144), that resolution is no longer accurate.

Contract provisions that were moved into this employer manual were not materially changed. Signing this agreement does not bind the Board into any new or substantially revised provisions that haven't already been communicated or implemented. The change was motivated by ETF's strategic initiative to provide an improved experience for administrative staff.

If you have questions or comments, please contact ETF at [ETFSMBEmployerInsurance@etf.wi.gov](mailto:ETFSMBEmployerInsurance@etf.wi.gov) or 1-877-533-5020 select option 2 (toll free) or 1-608-266-3285 select option 2 (local Madison area).

Sincerely,

The Department of Employee Trust Funds  
Attachment: Resolution ET-1169

Wisconsin Department of Employee Trust Funds

**EXISTING EMPLOYER UPDATE RESOLUTION  
WISCONSIN PUBLIC EMPLOYERS' GROUP HEALTH INSURANCE PROGRAM**

RESOLVED, by the \_\_\_\_\_ of the \_\_\_\_\_  
(Governing Body) (Employer Legal Name)

that pursuant to the provisions of Wis. Stat. § 40.51 (7) hereby determines to continue in the Wisconsin Public Employers (WPE) Group Health Insurance program that is offered to eligible personnel through the program of the State of Wisconsin Group Insurance Board (Board), and agrees to abide by the terms of the program as set forth in the *Local Employer Health Insurance Standards, Guidelines and Administration Manual* (ET-1144).

We will continue to participate in the program option in which we are currently enrolled. If we wish to elect a new program option for 2020 we will file a separate resolution to do so.

All participants in the WPE Group Health Insurance program need to be enrolled in a program option. Individual employees cannot choose between program options.

**The resolution must be received by the Department of Employee Trust Funds as soon as possible, but no later than October 1, in order to continue participation without lapse.** If more time is needed, contact ETF.

The proper officers are herewith authorized and directed to take all actions and make salary deductions for premiums and submit payments required by the Board to provide such Group Health Insurance.

**Certification**

I hereby certify that the foregoing resolution is a true, correct and complete copy of the resolution duly and regularly passed by the above governing body on the \_\_\_\_ day of \_\_\_\_\_, year \_\_\_\_ and that said resolution has not been repealed or amended, and is now in full force and effect.

Dated this \_\_\_\_ day of \_\_\_\_\_, year \_\_\_\_.

I understand that Wis. Stat. § 943.395 provides criminal penalties for knowingly making false or fraudulent statements, and hereby certify that, to the best of my knowledge and belief, the above information is true and correct.

\_\_\_\_\_  
Federal tax identification number (FEIN/TIN)

**69-036-**

\_\_\_\_\_  
ETF employer identification number

\_\_\_\_\_  
Number of eligible employees

\_\_\_\_\_  
Employer county

\_\_\_\_\_  
Employer benefit contact email address

\_\_\_\_\_  
Authorized employer representative signature

\_\_\_\_\_  
Authorized employer representative printed name

\_\_\_\_\_  
Authorized representative title

\_\_\_\_\_  
Mailing address

Submit completed form to ETF at [ETFMBESSNewEmployer@etf.wi.gov](mailto:ETFMBESSNewEmployer@etf.wi.gov)  
or fax to 608-267-4549.

Village of Little Chute  
**INFORMATION FOR VILLAGE BOARD CONSIDERATION**

**ITEM DESCRIPTION:** Outagamie County Sirens

**PREPARED BY:** James Fenlon, Administrator *JPF*

**REPORT DATE:** May 10<sup>th</sup>, 2019

**EXPLANATION:** Attached to this IFC is correspondence to the village from Outagamie County that was recently received. One note, the letter references a resolution attached and it was not, so we have requested that document from county legislative services. Bottom line, the county is asking for a decision on taking ownership of the sirens by August 15, 2019.

I would recommend the following:

- Take ownership of the sirens via resolution adopted by this body prior to August 15<sup>th</sup>
- Initially, stay on the county system until a better option presents itself for siren operation.
- The resolution should provide the case for keeping the sirens, including the following information:
  - While no one medium can protect all residents all the time, outdoor warning sirens have historically been the most cost effective.
  - Even in an age of technology and weather radios, the sirens are still a vital component for some of our more vulnerable residents.
  - Communities in the Midwest continue to rely on sirens, including larger metro areas like Dane County, WI and Nashville, TN.
  - The cost to operate/maintain and acquire these sirens, when averaged over the lifecycle of a siren, is less than \$2,000 annually. Quite frankly, it seems like a wise use of resources from an emergency preparedness perspective.
  - The county's decision is shortsighted in that under the newly proposed paradigm, there is the potential for 43 sirens to be operated or not by 21 different municipalities.
  - All county residents and visitors to our communities deserve better.

**RECOMMENDATION:** Provided for discussion and direction.



OUTAGAMIE COUNTY EXECUTIVE  
Thomas M. Nelson  
320 South Walnut St.  
Appleton, WI 54911  
920.832.1684  
[thomas.nelson@outagamie.org](mailto:thomas.nelson@outagamie.org)

April 17, 2019

Mr. Mike Vanden Berg, President  
Village of Little Chute  
108 W. Main Street  
Little Chute, WI 54140

Mr. Vanden Berg,

In accordance with County Board Resolution 21—2018-2019 (copy attached), Outagamie County is planning for the transition of ownership and maintenance of the outdoor warning sirens to local municipalities, effective Jan. 1, 2020. To help us all plan for this transition, we're reaching out to our municipal partners well in advance of budget season.

As noted in the resolution, Outagamie County will continue to own and maintain the infrastructure required to activate the outdoor warning system pursuant to county policy, which dictates that siren activation be triggered by National Weather Service Tornado Warnings. Consistency across jurisdictions is highly preferable when it comes to siren activation policies. However, municipalities would have the option of disconnecting from the county system and purchasing their own software if they wish to implement different activation criteria.

Per Resolution 21—2018-2019, the county will transfer levy authority to only those municipalities accepting ownership in the amount of \$500/siren, which was calculated by averaging the annual maintenance costs of all 43 outdoor sirens. We've enclosed a spreadsheet for your reference.


The county will continue to educate the public about the fact that *no single piece of public warning technology is capable of alerting all people at all times*. Outdoor warning sirens have many components and are subject to the elements. Despite routine maintenance and care, they may not sound when activated. Fortunately, there are many other methods to provide immediate, potentially life-saving warnings and *actionable information to the public*, including NOAA weather radios, broadcast television, the cable TV Emergency Alert System, the Wireless Emergency Alert System, the county's At-Hoc mass notification system and numerous weather apps, such as FEMA's free app.

**Please let us know your decision on taking ownership by Aug. 15, 2019.** *If the county receives no direction from your municipality, it will be understood that ownership will be transferred as of Jan. 1, 2020.* If you have any questions, please contact Lisa Van Schyndel at (920) 832-5148 or Craig Moser at (920) 832-1683 or e-mail [lisa.vanschyndel@outagamie.org](mailto:lisa.vanschyndel@outagamie.org) or [craig.moser@outagamie.org](mailto:craig.moser@outagamie.org).

Sincerely,




Thomas M. Nelson  
County Executive



Jeffrey T. Noddy  
County Board Chair



Clint Kriewaldt  
Sheriff



Lisa Van Schyndel  
EM Director

Copy: Little Chute Administrator James Fenlon

<b>Municipality</b>	<b># of Sirens</b>	<b>Levy Transfer Amt.</b>
C. of Appleton	11	\$ 5,500
V. of Bear Creek	1	500
V. of Black Creek	1	500
T. of Buchanan	1	500
T. of Center	2	1,000
C. of Kaukauna	5	2,500
V. of Combined Locks	1	500
T. of Dale/Medina	2	1,000
T. of Ellington	1	500
T. of Freedom	1	500
T. of Grand Chute	3	1,500
T. of Greenville	4	2,000
V. of Hortonville	1	500
V. of Kimberly	1	500
V. of Little Chute	1	500
C. of New London	1	500
V. of Nichols	1	500
Oneida Nation	1	500
C. of Seymour	2	1,000
V. of Shiocton	1	500
T. of Oneida	1	500
<b>TOTALS</b>	<b>43</b>	<b>\$ 21,500</b>



# Outdoor Warning Siren Ownership Transfer

## Questions & Answers

**Question:** Will there be costs for hardware/software?

**Answer:** Not as part of the transition of ownership. After Jan. 1, 2020, the municipalities will be responsible for any hardware maintenance issues and/or cost. The county will maintain the countywide system software for activation purposes only.

**Question:** Will the Sheriff's Department operate the sirens as directed by the municipality?

**Answer:** No, the county will continue to activate based on county policy, which requires activation when the National Weather Service issues a tornado warning.

**Question:** Will there be separate charges from the Sheriff's Department for labor costs, console modifications, protocol upgrades, tele-communicator training, etc.?

**Answer:** No, municipalities will not be charged by the county for anything related to the outdoor sirens. Following the ownership transfer, any costs for maintenance, upgrades or relocation of the physical siren would be the responsibility of the municipality.

**Question:** Are there going to be costs to the municipality for long-term software upgrades and maintenance?

**Answer:** At this time, the county will cover the costs associated with the countywide activation software and maintenance.

**Question:** Are there expected costs for siren upgrades? What are those costs?

**Answer:** Once a municipality takes ownership it can make the determination of when to replace its outdoor warning siren(s). The estimated cost of a new siren with pole is approximately \$25,000.

**Question:** Are municipalities able to select their own vendors for siren maintenance/repair?

**Answer:** Yes, the county currently utilizes Faith Technologies, but municipalities could use other vendors.

**Question:** Are the municipalities responsible for the electrical cost to run the sirens?

**Answer:** Yes. After ownership is transferred, electrical costs will be the responsibility of the municipality. This was factored into the levy-transfer calculation.

**Question:** Can municipalities develop their own guidelines for activation separate from other municipalities if any choose to take on the warning system?

**Answer:** Municipalities that choose to accept ownership, but wish to develop their own activation criteria would be disconnected from the county system and could opt to purchase the appropriate hardware and software required to activate their system independently.

**Question:** Will the municipalities own the sirens?

**Answer:** Yes

**Question:** What is the life expectancy of outdoor warning sirens?

**Answer:** In the past, the county has budgeted for 20-year replacement. Some units are still functioning properly after 40 years of service, however.

**Question:** What is the cost to replace a siren?

**Answer:** Replacement cost of a pole and siren is approximately \$25,000.

**Question:** Will there be cost-sharing among municipalities if more than one community chooses to take responsibility for the outdoor warning system?

**Answer:** That would be a decision between local municipalities. Should municipalities choose to develop activation criteria that differs from the county's, their sirens would be removed from the county system.

## DISBURSEMENT LIST- May 15, 2019

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Payroll & Payroll Liabilities - May 2, 2019	<b>\$194,702.36</b>
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Prepaid Invoices - May 3, 2019	<b>\$269,007.82</b>
Prepaid Invoices - May 10, 2019	<b>\$9,941.08</b>
Prepaid Invoices -	

Utility Commission-

### CURRENT ITEMS

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Bills List - May 15, 2019	<b>\$117,757.80</b>
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<b>Total Payroll, Prepaid &amp; Invoices</b>	<b>\$591,409.06</b>
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The above payments are recommended for approval:

Rejected: \_\_\_\_\_

\_\_\_\_\_

Approved May 15, 2019

\_\_\_\_\_  
Michael R Vanden Berg, Village President

\_\_\_\_\_  
Laurie Decker, Clerk

## Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	GL Account
<b>AIRGAS USA LLC</b>			
9088123684	O-RINGS FOR TORCH	2.12	101-53330-218
9088123925	OXYGEN	247.18	101-53330-218
9961219390	CYLINDER RENTALS	51.60	101-53330-218
<b>Total AIRGAS USA LLC:</b>		<b>300.90</b>	
<b>ALQTAISHAT, CHRISTINE</b>			
050919	REFUND SKATEBOARD LESSONS FEE	55.00	101-34413
<b>Total ALQTAISHAT, CHRISTINE:</b>		<b>55.00</b>	
<b>AMG EMPLOYER SOLUTIONS</b>			
378156	AUDIOGRAM SCREENING	24.00	207-52120-225
<b>Total AMG EMPLOYER SOLUTIONS:</b>		<b>24.00</b>	
<b>AMPLITEL TECHNOLOGIES</b>			
13878	MICROSOFT OFFICE 365-MAY	680.00	207-52120-204
13882	MICROSOFT OFFICE 365-MAY	427.35	404-57190-208
13884	DATTO BACK-UP SERVICES 05/19	375.00	207-52120-204
13886	MONTHLY DATTO BACK-UP SERVICE 05/19	325.00	404-57190-204
13899	MONTHLY ANTI-VIRUS SERVICE-MAY	147.00	404-57190-204
13912	MONTHLY ANTI-VIRUS SERVICE-MAY	99.00	207-52120-240
<b>Total AMPLITEL TECHNOLOGIES:</b>		<b>2,053.35</b>	
<b>ARMITAGE, KRISTIN</b>			
4/11 - 5/2	ARCHERY INSTRUCTOR PAY	248.13	208-52900-204
<b>Total ARMITAGE, KRISTIN:</b>		<b>248.13</b>	
<b>ASCENSION MEDICAL GROUP</b>			
JAN-APR YOGA 20	YOGA INSTRUCTOR JAN - APR 2019	800.00	208-52900-204
<b>Total ASCENSION MEDICAL GROUP:</b>		<b>800.00</b>	
<b>ASCENSION ST ELIZABETH HOSPITAL</b>			
04/19 EL.FVMPD	APRIL BLOOD DRAWS	157.56	207-52120-204
<b>Total ASCENSION ST ELIZABETH HOSPITAL:</b>		<b>157.56</b>	
<b>BECK'S MEATS INC</b>			
050619	RIBEYES	297.77	101-52200-219
<b>Total BECK'S MEATS INC:</b>		<b>297.77</b>	
<b>BERGSTROM CHEVROLET</b>			
334904	FENDER REPAIR TO SQUAD #89	1,878.16	207-52120-247
<b>Total BERGSTROM CHEVROLET:</b>		<b>1,878.16</b>	
<b>CARRICO AQUATIC RESOURCES INC</b>			
20191599	SUMMER WATER MANAGEMENT AGREEMENT 20	8,810.00	204-55420-225

Invoice	Description	Total Cost	GL Account
Total CARRICO AQUATIC RESOURCES INC:		8,810.00	
CITY OF APPLETON			
2199	MAY WEIGHTS & MEASURES	580.00	101-52050-204
Total CITY OF APPLETON:		580.00	
COMMUNICATIONS ENGINEERING CO			
305597	INSTALLED A NEW BATTERY BOX	561.81	207-52120-243
305597	INSTALLED A NEW BATTERY BOX	561.81	101-52250-243
Total COMMUNICATIONS ENGINEERING CO:		1,123.62	
CORE DISTINCTION GROUP LLC			
1077	HOTEL STUDY	3,750.00	416-57600-204
Total CORE DISTINCTION GROUP LLC:		3,750.00	
DAMAGE PREVENTION SERVICES			
2779	APRIL LOCATES	396.12	610-53612-209
2779	APRIL LOCATES	1,156.62	620-53644-209
2779	APRIL LOCATES	646.12	630-53442-209
Total DAMAGE PREVENTION SERVICES:		2,198.86	
DIAMOND VOGEL PAINT			
207111284	PAVEMENT/TRAFFIC PAINT	1,119.00	101-53300-218
Total DIAMOND VOGEL PAINT:		1,119.00	
DISTRICT 2, INC.			
2458	REPAIR KITS/MOUNTING PLATES/MOUTING BRAC	1,006.41	101-52200-221
Total DISTRICT 2, INC.:		1,006.41	
EITING, ROBERT E			
05/19 REIMBURSE	PICTURE FRAME REIMBURSEMENT	58.80	101-52200-219
Total EITING, ROBERT E:		58.80	
ENGLEMAN, BRANDI			
050419	SECURITY DEPOSIT REFUND	100.00	208-21235
Total ENGLEMAN, BRANDI:		100.00	
FARRELL EQUIPMENT & SUPPLY CO INC			
1014931	PATCHING CEMENT FOR POOL BASIN	36.99	204-55420-242
Total FARRELL EQUIPMENT & SUPPLY CO INC:		36.99	
FASTENAL COMPANY			
WIKIM241870	PARTS FOR TRUCK #13	5.03	101-53330-225
WIKIM241897	PARTS FOR TRUCK #13	10.46	101-53330-225
Total FASTENAL COMPANY:		15.49	

Invoice	Description	Total Cost	GL Account
<b>FIRE ENGINEERING</b>			
050119	1 YEAR SUBSCRIPTION	39.00	101-52200-208
<b>Total FIRE ENGINEERING:</b>		<b>39.00</b>	
<b>FOX CITIES JANITORIAL</b>			
8989	MONTHLY CLEANING-LCFD	200.00	101-52250-243
8989	MONTHLY CLEANING-METRO	795.00	207-52120-243
<b>Total FOX CITIES JANITORIAL:</b>		<b>995.00</b>	
<b>GFC LEASING - WI</b>			
12596277	GFC LEASING COPIER OVERAGE CHARGES	7.99	101-53310-207
<b>Total GFC LEASING - WI:</b>		<b>7.99</b>	
<b>GREEN BOYZ INC</b>			
55200	VEGETATION CONTROL	80.00	101-51650-243
55201	VEGETATION CONTROL	80.00	206-55110-243
55202	VEGETATION CONTROL	60.00	207-52120-243
55202	VEGETATION CONTROL	20.00	101-52250-243
<b>Total GREEN BOYZ INC:</b>		<b>240.00</b>	
<b>HALLMAN LINDSAY</b>			
M0099511	BATHROOM RAGS & DEGREASER	31.37	101-55200-222
M0099785	PAINT FOR CHEESEFEEST BARS	95.98	101-55300-233
<b>Total HALLMAN LINDSAY:</b>		<b>127.35</b>	
<b>HAMMEN, SUE</b>			
DOYLE 5/4/19	SECURITY DEPOSIT REFUND	20.00	101-21235
<b>Total HAMMEN, SUE:</b>		<b>20.00</b>	
<b>HEENAN, TERI</b>			
042819	SECURITY DEPOSIT REFUND	100.00	208-21235
<b>Total HEENAN, TERI:</b>		<b>100.00</b>	
<b>HERWIG, MICHELLE</b>			
050519	SECURITY DEPOSIT REFUND	100.00	208-21235
<b>Total HERWIG, MICHELLE:</b>		<b>100.00</b>	
<b>HOEFER, MIKE</b>			
03/19 REIMBURSE	REIMBURSEMENT FOR MEALS @ STATE CONFER	36.00	101-52200-201
031019	PER DIEM FOR STATE CONFERENCE	375.00	101-52200-112
<b>Total HOEFER, MIKE:</b>		<b>411.00</b>	
<b>J &amp; B TROPHY &amp; ENGRAV INC.</b>			
37311	PLAQUE & ENGRAVING	58.50	101-52200-219
<b>Total J &amp; B TROPHY &amp; ENGRAV INC.:</b>		<b>58.50</b>	

Invoice	Description	Total Cost	GL Account
<b>JP GRAPHICS INC</b>			
1053895011	PROCESS RECOMMENDATIONS NOTEPADS	158.00	101-51400-207
<b>Total JP GRAPHICS INC:</b>		<b>158.00</b>	
<b>K.R. WEST COMPANY INC.</b>			
376913	PARTS FOR TRUCK #88	41.36	101-53330-225
<b>Total K.R. WEST COMPANY INC.:</b>		<b>41.36</b>	
<b>KERRY'S VROOM SERVICE INC</b>			
9151	OIL & FILTER CHANGE - UNIT#97	43.47	207-52120-247
9153	OIL & FILTER CHANGE - UNIT#182	43.47	207-52120-247
9158	OIL & FILTER CHANGE - UNIT#181	43.47	207-52120-247
<b>Total KERRY'S VROOM SERVICE INC:</b>		<b>130.41</b>	
<b>KLINK EQUIPMENT</b>			
880215	SAFETY INSPECTION FOR FORK LIFT #200	198.00	101-53330-204
880215	SAFETY INSPECTION FOR FORK LIFT #200	78.99	101-53330-225
<b>Total KLINK EQUIPMENT:</b>		<b>276.99</b>	
<b>LC PROPERTY MANAGEMENT LLC</b>			
051519	DEVELOPMENT INCENTIVE-LC PROPERTY MNGM	12,000.00	416-57600-266
<b>Total LC PROPERTY MANAGEMENT LLC:</b>		<b>12,000.00</b>	
<b>LE NOBLE, TRASK</b>			
04/19 REIMBURSE	REIMBURSEMENT FOR TRAINING SUPPLIES	12.61	101-52200-201
<b>Total LE NOBLE, TRASK:</b>		<b>12.61</b>	
<b>LEXISNEXIS RISK DATA MANAGEMENT INC</b>			
1686177-20190430	APRIL 2019 MINIMUM COMMITMENT	59.00	101-51680-204
<b>Total LEXISNEXIS RISK DATA MANAGEMENT INC:</b>		<b>59.00</b>	
<b>LINDNER ACE HARDWARE LITTLE CHUTE</b>			
256187-325003	PARTS FOR WATER DEPT	2.79	620-53644-221
<b>Total LINDNER ACE HARDWARE LITTLE CHUTE:</b>		<b>2.79</b>	
<b>LYNN PEAHEY COMPANY</b>			
357223	EVIDENCE TAPE	153.45	207-52120-218
<b>Total LYNN PEAHEY COMPANY:</b>		<b>153.45</b>	
<b>MAILFINANCE</b>			
N7699066	FEB-MAY LEASE	452.28	101-51650-226
<b>Total MAILFINANCE:</b>		<b>452.28</b>	
<b>MATTHEWS TIRE</b>			
69980	FLAT REPAIR ON TRUCK #43	18.36	101-53330-225
69980	FLAT REPAIR ON TRUCK #43	23.00	101-53330-204

Invoice	Description	Total Cost	GL Account
Total MATTHEWS TIRE:		41.36	
MBM			
IN386975	CONTRACT OVERAGE CHARGE/COLOR COPIES	203.65	101-51650-207
Total MBM:		203.65	
MCMAHON ASSOCIATES INC			
914020	NORTH SIDE STORM SEWER INTERCEPTOR	936.80	416-57600-261
Total MCMAHON ASSOCIATES INC:		936.80	
NECHODOM, TYLER			
043019	APRIL CLEANUP	30.00	101-52200-111
Total NECHODOM, TYLER:		30.00	
NETT, JACOB			
03/19 REIMBURSE	REIMBURSEMENT FOR MEALS @ STATE CONFER	36.00	101-52200-201
031019	PER DIEM FOR STATE CONFERENCE	375.00	101-52200-112
Total NETT, JACOB:		411.00	
NEWS PUBLISHING CO INC			
437852	PUBLIC HEARING-ZONING CODE	67.86	101-51440-227
437853	PUBLIC HEARING-ASPHALT PAVING PROJECT	85.64	101-51440-227
439062	EMPLOYMENT AD-CIVIL ENGINEER	79.00	101-51400-227
439507	WEEDS NOTICE	79.00	101-53460-227
439509	EMPLOYMENT AD-CIVIL ENGINEER	79.00	101-51400-227
439511	ADVERTISEMENT FOR BIDS	121.59	101-51440-227
439511-1	ADVERTISEMENT FOR BIDS	97.05	101-51440-227
Total NEWS PUBLISHING CO INC:		609.14	
O'REILLY AUTOMOTIVE INC			
2043-160103	OIL FILTERS	13.12	101-53330-218
2043-160130	AIR, FUEL, AND OIL FILTERS	60.86	101-53330-218
2043-160144	AIR, HYD, OIL, & FUEL FILTERS	126.00	101-53330-218
2043-160195	OIL FILTER	7.36	101-53330-218
2043-160576	FUEL, OIL, AIR FILTERS AND COPPER PLUG	71.34	101-53330-218
2043-160708	SHOP OIL	27.54	101-53330-217
2043-161114	AIR, FUEL, AND OIL FILTERS	197.47	101-53330-218
2043-161558	WIPER FLUID/ BRAKE CLEANER/ GASKET	56.80	101-53330-218
2043-161740	FUEL HOSE FOR TRUCK #150	13.99	101-53330-225
2043-161741	SPARK PLUG FOR TRUCK #150	9.96	101-53330-225
2043-161841	AIR, FUEL, AND OIL FILTERS/WIPER BLADE	42.01	101-53330-218
2043-162409	AIR, FUEL, HYD, AND OIL FILTERS	103.29	101-53330-218
2043-162507	AIR, CABIN, OIL, AND HYD FILTERS	116.01	101-53330-218
2043-162766	JUMP STARTER	219.99	101-53330-218
2043-162788	6 QUARTS MOTOR OIL	44.94	101-53330-218
2043-162822	AIR, FUEL, AND OIL FILTERS	40.01	101-53330-218
2043-163892	WASHER PUMP FOR TRUCK #3636	35.99	101-53330-225
2043-163912	PURGE VALVE FOR TRUCK #3636	35.14	101-53330-225
2043-164483	CLEANING SUPPLIES FOR SQUADS	66.42	207-52120-247
CM2043-161423	RETURNED AIR FILTER	21.48	101-53330-218



Invoice	Description	Total Cost	GL Account
Total O'REILLY AUTOMOTIVE INC:		1,266.76	
OUTAGAMIE CO PUBLIC HEALTH			
138 NFRY-9PH9GU	CONCESSION STAND LICENSE	119.00	204-55420-204
138 NFRY-9PHE98-	WADING POOL LICENSE & SAMPLING FEE	576.00	204-55420-204
138 NFRY-9PHE99-	POOL & SLIDE LICENSE & SAMPLING FEE	551.00	204-55420-204
Total OUTAGAMIE CO PUBLIC HEALTH:		1,246.00	
OUTAGAMIE COUNTY TREASURER			
7529	APRIL SANITATION FEES	12,971.82	201-53620-204
7529	SALT REMAINS	2,525.48	620-53634-255
7529	STREET SWEEPINGS	2,357.14	630-53442-204
APRIL 2019	APRIL COURT FINES	1,140.99	101-35101
Total OUTAGAMIE COUNTY TREASURER:		18,995.43	
PLYMOUTH LUBRICANTS			
6171874	SHELL ROTELLA AND TRANSPORT FEE	1,596.44	101-53330-217
Total PLYMOUTH LUBRICANTS:		1,596.44	
PORTER LEE CORPORATION			
22184	ANNUAL SOFTWARE SUPPORT 06/19-05/20	1,119.00	207-52120-204
Total PORTER LEE CORPORATION:		1,119.00	
REINDERS INC			
1775685	2019 TORO WORKMAN UTV	23,910.59	403-57620-303
1780047	CASTER WHEEL FOR TRUCK #23	259.15	101-53330-225
2674558	FIELD MARKING CHALK & PAINT	2,156.24	101-55300-221
Total REINDERS INC:		26,325.98	
REMIKER-DEWALL, LISA			
04/19 REIMBURSE	REIMBURSEMENT FOR COMPUTER ADAPTER	59.99	404-57190-302
04/19 REIMBURSE	MILEAGE REIMBURSEMENT-GFOA TRAINING	48.72	101-51420-201
Total REMIKER-DEWALL, LISA:		108.71	
RIESTERER & SCHNELL INC			
1523695	PART FOR TRUCK #27	18.26	101-53330-225
Total RIESTERER & SCHNELL INC:		18.26	
SCHRADER, LUKE			
05/19 REIMBURSE	REIMBURSE FOR TRAINING TOWER PATCH MATE	167.00	101-52200-242
Total SCHRADER, LUKE:		167.00	
SHERWIN INDUSTRIES INC			
SS078982	ASPHALT SEALANT	3,939.50	101-53300-218
Total SHERWIN INDUSTRIES INC:		3,939.50	

Invoice	Description	Total Cost	GL Account
<b>SIRCHIE FINGERPRINT LABORATORY</b>			
398453	NARCOTIC TEST AMPOULES	178.10	207-52120-218
<b>Total SIRCHIE FINGERPRINT LABORATORY:</b>		<b>178.10</b>	
<b>SLINDE, ED</b>			
04/19 REIMBURSE	REIMBURSEMENT - MEALS @ CONFLICT MGMT T	94.00	207-52120-201
<b>Total SLINDE, ED:</b>		<b>94.00</b>	
<b>SPEEDY CLEAN DRAIN &amp; SEWER</b>			
67515	VACUUM SALT TANK - 13.5 HOURS, 3 MEN	5,197.50	620-53634-255
67594	VACUUM SALT TANK	1,220.00	620-53634-255
67595	VACUUM SALT TANK	1,220.00	620-53634-255
<b>Total SPEEDY CLEAN DRAIN &amp; SEWER:</b>		<b>7,637.50</b>	
<b>SPEEDY METALS LLC</b>			
4808687-AP	REPAIRS TO SILO DOOR	102.00	101-55200-242
<b>Total SPEEDY METALS LLC:</b>		<b>102.00</b>	
<b>STAPLES ADVANTAGE</b>			
3412133466	OFFICE SUPPLIES	36.88	207-52120-206
3412133466	COFFEE SUPPLIES	44.50	207-52120-218
<b>Total STAPLES ADVANTAGE:</b>		<b>81.38</b>	
<b>STATE OF WI COURT FINES &amp;</b>			
APRIL 2019	APRIL COURT FINES	3,792.57	101-35101
<b>Total STATE OF WI COURT FINES &amp;:</b>		<b>3,792.57</b>	
<b>STONERIDGE LITTLE CHUTE LLC</b>			
1050420836	FOOD	39.99	101-52200-211
1052151224	SENIOR PROGRAM ITEMS	5.29	101-55300-218
21056191835	FOOD	51.45	101-52200-211
21073671900	FOOD & PAPER PRODUCTS	7.47	101-52200-211
22078931855	BAND WATER	5.00	101-55480-211
22080810939	FOOD	86.91	101-52200-211
23085891437	SENIOR PROGRAM ITEMS	13.07	101-55300-218
24003351933	FOOD	48.05	101-52200-211
24053481730	FOOD	21.96	101-52200-211
24053941930	FOOD	36.72	101-52200-211
24063371454	FOOD	107.48	101-52200-211
25046551831	FOOD	39.30	101-52200-211
25055601621	FOOD	14.17	101-52200-211
25064251716	FOOD	130.00	101-52200-211
26066821610	FOOD	31.93	101-52200-211
<b>Total STONERIDGE LITTLE CHUTE LLC:</b>		<b>638.79</b>	
<b>TEAM SPORTING GOODS</b>			
AAF013102	MEN'S DPI SOFTBALLS	102.95	101-55300-218
<b>Total TEAM SPORTING GOODS:</b>		<b>102.95</b>	

Invoice	Description	Total Cost	GL Account
<b>THE MARINER</b>			
042719	FIRE FIGHTER DINNER - ANNUAL PARTY	4,939.30	101-52200-211
<b>Total THE MARINER:</b>		<b>4,939.30</b>	
<b>THEDACARE LABORATORIES</b>			
APR 2019 1210055	APRIL BLOOD DRAWS	42.50	207-52120-204
<b>Total THEDACARE LABORATORIES:</b>		<b>42.50</b>	
<b>TOTAL TOOL SUPPLY INC</b>			
6126150	SAW BLADE & RATCHET	25.34	101-53330-218
<b>TOTAL TOOL SUPPLY INC:</b>		<b>25.34</b>	
<b>UNIFIRST CORPORATION</b>			
097 0282017	SHIRTS/PANTS	11.40	101-53330-213
097 0282017	WIPERS/BAGS	31.60	101-53330-218
<b>Total UNIFIRST CORPORATION:</b>		<b>43.00</b>	
<b>UW GREEN BAY CECE - GOVT</b>			
051019	CLERKS MASTER ACADEMY	165.00	101-51440-201
<b>Total UW GREEN BAY CECE - GOVT:</b>		<b>165.00</b>	
<b>VALLEY LIQUOR</b>			
779629	BEVERAGES AND SUPPLIES	149.45	101-52200-211
780324	BEVERAGES AND SUPPLIES	153.93	101-52200-211
780571	BEVERAGES AND SUPPLIES	149.45	101-52200-211
780956	BEVERAGES	145.95	101-52200-211
<b>Total VALLEY LIQUOR:</b>		<b>598.78</b>	
<b>VAN DEURZEN, DEREK</b>			
043019	APRIL CLEAN UP	30.00	101-52200-111
<b>Total VAN DEURZEN, DEREK:</b>		<b>30.00</b>	
<b>VAN DYN HOVEN, LUKE</b>			
03/19 REIMBURSE	REIMBURSE FOR MILEAGE AND MEALS @ CONF	243.64	101-52200-201
031019	PER DIEM FOR WI STATE CONFERENCE	375.00	101-52200-112
<b>Total VAN DYN HOVEN, LUKE:</b>		<b>618.64</b>	
<b>VANDEN HEUVEL, RYAN</b>			
05/19 REIMBURSE	REIMBURSE FOR PAYMENT TO BAND @ ANNUAL	400.00	101-52200-219
<b>Total VANDEN HEUVEL, RYAN:</b>		<b>400.00</b>	
<b>WELLS FARGO FINANCIAL LEASING</b>			
5006245023	MAY COPIER LEASE	803.15	101-51650-207
5006245023	MAY COPIER LEASE	450.00	101-53310-207
<b>Total WELLS FARGO FINANCIAL LEASING:</b>		<b>1,253.15</b>	

Invoice	Description	Total Cost	GL Account
Grand Totals:		117,757.80	

## Report GL Period Summary

Vendor number hash: 364971  
Vendor number hash - split: 410985  
Total number of Invoices: 139  
Total number of transactions: 152

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	117,757.80	117,757.80
Grand Totals:	117,757.80	117,757.80

## Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
<b>2019 UTILITY REFUNDS (5009)</b>							
126315116	Invoi	OVERPAYMENT REFUND ACCT #1-263151-16	29.12	Open	Non		001-15000
<b>Total 2019 UTILITY REFUNDS (5009):</b>			<b>29.12</b>				
<b>5 ALARM FIRE &amp; SAFETY EQUIPMENT (4319)</b>							
186068-1	Invoi	ANNUAL COMPRESSOR PREVENTATIVE MAINTENANCE	653.38	Open	Non		101-52200-204
<b>Total 5 ALARM FIRE &amp; SAFETY EQUIPMENT (4319):</b>			<b>653.38</b>				
<b>APPLETON OIL CO INC (4236)</b>							
APRIL 2019	Invoi	OFF ROAD DIESEL	3.29	Open	Non		630-53442-247
APRIL 2019	Invoi	OFF ROAD DIESEL	199.55	Open	Non		101-55200-247
APRIL 2019	Invoi	OFF ROAD DIESEL	6.66	Open	Non		101-55440-247
APRIL 2019	Invoi	OFF ROAD DIESEL	4.95	Open	Non		610-53612-247
APRIL 2019	Invoi	OFF ROAD DIESEL	11.81	Open	Non		620-53644-247
APRIL 2019	Invoi	OFF ROAD DIESEL	78.48	Open	Non		101-53330-217
<b>Total APPLETON OIL CO INC (4236):</b>			<b>304.74</b>				
<b>LAPPEN SECURITY PRODUCTS INC (735)</b>							
LSPQ40858	Invoi	REPAIR LOCK AT LEGION BATHROOM	261.65	Open	Non		101-55200-242
<b>Total LAPPEN SECURITY PRODUCTS INC (735):</b>			<b>261.65</b>				
<b>LINDNER ACE HARDWARE LITTLE CHUTE (4702)</b>							
256692-333011	Invoi	WASHER FLUID	11.96	Open	Non		207-52120-247
<b>Total LINDNER ACE HARDWARE LITTLE CHUTE (4702):</b>			<b>11.96</b>				
<b>PACE ANALYTICAL SERVICES INC (4619)</b>							
1935273982	Invoi	WATER ANALYSIS	1,651.00	Open	Non		620-53644-204
1940064899	Invoi	WATER ANALYSIS	62.00	Open	Non		620-53644-204
<b>Total PACE ANALYTICAL SERVICES INC (4619):</b>			<b>1,713.00</b>				
<b>PEPSI-COLA (3493)</b>							
28160309	Invoi	BEVERAGES	160.80	Open	Non		101-52200-211
<b>Total PEPSI-COLA (3493):</b>			<b>160.80</b>				
<b>SIGNCOUNTRY (3870)</b>							
10974	Invoi	DOG WASTE STATION SPONSOR SIGN	55.00	Open	Non		420-57620-301
10990	Invoi	TOT LOT PARK SIGNS	1,072.00	Open	Non		101-55200-216
11019	Invoi	DOG WASTE STATION SPONSOR SIGN	55.00	Open	Non		420-57620-301
<b>Total SIGNCOUNTRY (3870):</b>			<b>1,182.00</b>				
<b>SLATER, PAULA (3706)</b>							
05/19 REIMBURSE	Invoi	REIMBURSE TEAM POM COSTUMES	4,021.00	Open	Non		101-55300-218
<b>Total SLATER, PAULA (3706):</b>			<b>4,021.00</b>				
<b>SPEEDY CLEAN DRAIN &amp; SEWER (122)</b>							
67580	Invoi	REPAIR SEWER BACK UP @ V.LIESHOUT REC CE	295.25	Open	Non		208-52900-204

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
Total SPEEDY CLEAN DRAIN & SEWER (122):			295.25				
TIME WARNER CABLE (89)							
04/19 70590040100	Invoi	APRIL/MAY SERVICE	89.36	Open	Non		101-52200-208
04/19 71391120150	Invoi	APRIL/MAY SERVICE	230.99	Open	Non		207-52120-203
05/19 70953560100	Invoi	MAY/JUNE SERVICE	458.92	Open	Non		101-51650-203
Total TIME WARNER CABLE (89):			779.27				
VACUUM PUMP & COMPRESSOR INC (4267)							
90642	Invoi	INDUSTRIAL POND PUMP INSPECTION	478.00	Open	Non		630-53441-253
Total VACUUM PUMP & COMPRESSOR INC (4267):			478.00				
VERIZON WIRELESS (3606)							
9828159570	Invoi	MARCH/APRIL SERVICE	40.91	Open	Non		620-53924-203
Total VERIZON WIRELESS (3606):			40.91				
VILLAGE OF KIMBERLY (998)							
050919	Invoi	PARKING TICKET PAID TO VLC IN ERROR	10.00	Open	Non		101-35201
Total VILLAGE OF KIMBERLY (998):			10.00				
Grand Totals:			9,941.08				

## Report GL Period Summary

Vendor number hash: 56308  
Vendor number hash - split: 77488  
Total number of invoices: 19  
Total number of transactions: 24

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	9,941.08	9,941.08
Grand Totals:	9,941.08	9,941.08

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
<b>2019 UTILITY REFUNDS (5009)</b>							
125128805	Invoi	OVERPAYMENT REFUND ACCT #1-251288-05	24.61	Open	Non		001-15000
170320004	Invoi	OVERPAYMENT REFUND ACCT #1-703200-04	43.43	Open	Non		001-15000
<b>Total 2019 UTILITY REFUNDS (5009):</b>			<b>68.04</b>				
<b>AMERICAN FIDELITY ASSURANCE (4885)</b>							
2037214	Invoi	FLEX SPENDING APRIL	1,076.30	Open	Non		101-21368
<b>Total AMERICAN FIDELITY ASSURANCE (4885):</b>			<b>1,076.30</b>				
<b>BUILDING SERVICES GROUP INC (4899)</b>							
42472	Invoi	MONTHLY CLEANING-VILLAGE HALL	1,291.00	Open	Non		101-51650-243
42473	Invoi	MONTHLY CLEANING-MUNICIPAL GARAGE	438.00	Open	Non		101-53310-204
42479	Invoi	MONTHLY CLEANING-CIVIC CENTER	1,033.00	Open	Non		206-55110-243
<b>Total BUILDING SERVICES GROUP INC (4899):</b>			<b>2,762.00</b>				
<b>CELLCOM (4683)</b>							
580156	Invoi	FVMPD CELL - APRIL	1,412.05	Open	Non		207-52120-203
<b>Total CELLCOM (4683):</b>			<b>1,412.05</b>				
<b>HOME DEPOT CREDIT SERVICES (1545)</b>							
4132215	Invoi	RETURNED MERCHANDISE	29.54	Open	Non		101-55200-218
8080083	Invoi	NIFTY NABBER/HIGH STRENGTH EPOXY	186.56	Open	Non		101-55200-218
8080083	Invoi	NIFTY NABBER	19.97	Open	Non		101-53300-218
<b>Total HOME DEPOT CREDIT SERVICES (1545):</b>			<b>176.99</b>				
<b>KUSTOM SIGNALS INC (3413)</b>							
554355	Invoi	ACC-CHARGER STANDARD TALON	124.00	Open	Non		207-52120-248
<b>Total KUSTOM SIGNALS INC (3413):</b>			<b>124.00</b>				
<b>MARCO INC (3910)</b>							
24601608	Invoi	MONTHLY COPIER LEASE-0830227-APR 2019	192.50	Open	Non		207-52120-207
24601608	Invoi	MONTHLY COPIER LEASE-0985290-APR 2019	421.69	Open	Non		207-52120-207
<b>Total MARCO INC (3910):</b>			<b>614.19</b>				
<b>PERFORMANCE HOT RODS LLC (3124)</b>							
1651	Invoi	HOV SIGN FIXED FROM 04/18 SNOW STORM	419.50	Open	Non		101-53300-204
<b>Total PERFORMANCE HOT RODS LLC (3124):</b>			<b>419.50</b>				
<b>PREMIER LITTLE CHUTE LLC (4561)</b>							
260-441300-1	Invoi	2018 DEVELOPMENT INCENTIVE	241,412.30	Open	Non		414-57400-265
260-441300-1	Invoi	2018 DEVELOPMENT INTEREST	19,824.18	Open	Non		414-57400-265
<b>Total PREMIER LITTLE CHUTE LLC (4561):</b>			<b>261,236.48</b>				
<b>SIGNCOUNTRY (3870)</b>							
11006	Invoi	YARD WASTE SIGN	87.50	Open	Non		101-53650-204
<b>Total SIGNCOUNTRY (3870):</b>			<b>87.50</b>				

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
<b>STATE OF WI-DSPS (4591)</b>							
499080	Invoi	PERMIT TO OPERATE-ELEVATOR	50.00	Open	Non		207-52120-243
499759	Invoi	PERMIT TO OPERATE-ELEVATOR	50.00	Open	Non		101-51650-243
<b>Total STATE OF WI-DSPS (4591):</b>			<b>100.00</b>				
<b>TIME WARNER CABLE (89)</b>							
04/19 71406480150	Invoi	APRIL/MAY SERVICE	138.27	Open	Non		207-52120-203
04/19 71538770140	Invoi	APRIL/MAY SERVICE	577.50	Open	Non		101-53310-203
<b>Total TIME WARNER CABLE (89):</b>			<b>715.77</b>				
<b>TJ'Z TOWING LLC (4202)</b>							
5788D	Invoi	TOW VEHICLE TO PD	215.00	Open	Non		207-52120-218
<b>Total TJ'Z TOWING LLC (4202):</b>			<b>215.00</b>				
<b>Grand Totals:</b>			<b>269,007.82</b>				

Report GL Period Summary

Vendor number hash: 69813  
Vendor number hash - split: 79829  
Total number of invoices: 19  
Total number of transactions: 22

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	269,007.82	269,007.82
<b>Grand Totals:</b>	<b>269,007.82</b>	<b>269,007.82</b>