



## AGENDA

# REGULAR BOARD MEETING

PLACE: Little Chute Village Hall  
DATE: Wednesday, November 18, 2020  
TIME: 6:00 P.M.

**Virtually attend the November 18th Regular Board meeting at 6 PM by following the link here:**

<https://www.gotomeet.me/JamesFenlon/reg-board-1118>

**Call-in Information:** United States: +1 (646) 749-3122      **Access Code:** 624-024-821

For further details please refer to additional Information immediately following agenda.

### REGULAR ORDER OF BUSINESS

- A. Roll call of Trustees
- B. Roll call of Officers and Department Heads
- C. Public Appearance for Items Not on the Agenda

#### D. Consent Agenda

*Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items may be removed at the request of any Board Member or member of the public. Any removed items will be considered immediately following the motion to approve the other items.*

- 1. Minutes of Regular Board Meeting of November 4, 2020
- 2. Adopt 2021 Meeting Schedule
- 3. Disbursement List

#### E. Other Informational Items—October Fire Monthly Report and October Monthly Report

#### F. Discussion/Action—Site plan — 1851 E. Elm Street

#### G. Discussion—Covid-19 Updates

#### H. Department and Officers Progress Reports

#### I. Call for Unfinished Business

- J. Items for Future Agenda
- K. Closed Session:
  - 19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute *Personnel Matter*
  - 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. *Economic Development; Downtown Property Acquisition and Discussion on Potential Village Property Sale*
  - 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. *Outagamie County Landfill*
- L. Return to Open Session
- M. 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: November 13, 2020



### Information for the Regular Board Meeting – November 18, 2020 – 6:00 PM

The Village of Little Chute is taking precautions related COVID-19 as it relates to Village Board meetings. On March 16<sup>th</sup>, 2020, the Wisconsin Attorney General released guidance for local communities related to Open Meetings and the use of technology while still complying with Wisconsin's Open Meeting laws. You can find Wisconsin Department of Justice guidance here: [DOJ Guidance on Open Meetings](#).

Until further notice, the Village of Little Chute will be providing the following means for residents to interact, engage, and participate in Village Board proceedings. The proceedings of all Village of Little Chute public meetings are recorded and available for review.

1. Virtually attend the November 18th Regular Board Meeting at 6:00 PM by following the link here:  
<https://www.gotomeet.me/JamesFenlon/reg-board-1118>
2. Call-in Information: United States: [+1 \(646\) 749-3122](tel:+16467493122)      **Access Code:** 624-024-821
3. If you are experiencing connectivity issues or have questions on the options above, please contact James Fenlon at [james@littlechutewi.org](mailto:james@littlechutewi.org)
4. The Board Room at Village Hall will be open, but board members and staff have the option to attend virtually. We urge residents to participate in our meetings by utilizing the virtual options above.
5. If you have questions or comments regarding the agenda or potential items on the agenda, we urge you to contact Board or staff members regarding your concerns. You can find Board Member contact information here: <http://www.littlechutewi.org/59/Meet-the-Village-Board>
6. If you have questions or comments regarding the agenda, you can also contact the Village Administrator, James Fenlon, at [james@littlechutewi.org](mailto:james@littlechutewi.org) or 920-423-3850.
7. If you have questions or comments regarding the agenda and want to contact a Village of Little Chute Department Head, you can find a complete staff directory here: <http://www.littlechutewi.org/directory.aspx>

## MINUTES OF THE REGULAR BOARD MEETING OF NOVEMBER 4, 2020

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

### **Roll call of Trustees**

PRESENT: Michael Vanden Berg, President  
James Hietpas, Trustee  
Larry Van Lankvelt, Trustee  
Skip Smith, Trustee  
Bill Peerenboom, Trustee  
Brian Van Lankveldt, Trustee  
Don Van Deurzen, Trustee

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

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

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

#### **Consent Agenda**

*Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items may be removed at the request of any Board Member or member of the public. Any removed items will be considered immediately following the motion to approve the other items.*

1. Disbursement List
2. Toys for Tots Drop Off Event, November 8, 2020

*Moved by Trustee L. Van Lankvelt, seconded by Trustee B. Van Lankveldt to Approve Consent Agenda as presented*

Ayes 7, Nays 0 – Motion Carried

### **Public Hearing—2021 Budget Hearing**

*Moved by Trustee L. Van Lankvelt, seconded by Trustee Peerenboom to enter Public Hearing*

Ayes 7, Nays 0 – Motion Carried

Administrator Fenlon went over the budget for 2021 that was published on October 21, 2020.

*Moved by Trustee L. Van Lankvelt, seconded by Trustee Peerenboom to exit Public Hearing*

Ayes 7, Nays 0 – Motion Carried

## Action—Adopt Resolution No. 40, Series 2020 A Resolution Adopting the 2021 Budget and Establishing the Tax Levy

*Moved by Trustee L. Van Lankvelt, seconded by Trustee B. Van Lankvelt to Adopt Resolution No. 40, Series 2020 A Resolution Adopting the 2021 Budget and Establishing the Tax Levy*

### Roll Call Vote:

Trustee B. Van Lankvelt	Aye
Trustee Smith	
Trustee Van Deurzen	Aye
Trustee Peerenboom	Aye
Trustee L. Van Lankvelt	Aye
Trustee Hietpas	Aye
President Vanden Berg	Aye

Ayes 6, Nays 0 – Motion Carried

### Discussion—Ordinance 40-95 Excavation Permits

Director Taylor went over request to change Ordinance 40-95 from a 30-day permit to a 60-day permit. Trustee L. Van Lankvelt asked about renewing the permit if a project isn't completed in the allotted time of the permit; Director Taylor advised that it is something the Board needs to look at and manage as they go along.

### Discussion/Possible Action—Permit Fee Amendment for Underground Utilities

Director Taylor explained the Right of Way Permit and Fee changes.

*Moved by Trustee B. Van Lankvelt, seconded by Trustee L. Van Lankvelt to Approve the Public Works Permit Fee Amendment as presented*

Ayes 6, Nays 0 – Motion Carried

### Discussion/Possible Action—Transportation Funding Working Group

Administrator Fenlon went over creation of a Transportation Funding Working Group to include staff and Village Board members. Trustee Peerenboom wanted to express that he is happy to see this group being formed. Administrator Fenlon advised that three Board members would be recommended along with the Village Administrator, Finance Director, Village Engineer and DPW Director. Trustee B. Van Lankvelt volunteered to be on this board along with Trustee Peerenboom and President Vanden Berg.

*Moved by Trustee B. Van Lankvelt, seconded by Trustee L. Van Lankvelt to create the Transportation Funding Working Group as presented*

Ayes 6, Nays 0 – Motion Carried

### Discussion—Covid-19 Updates

Administrator Fenlon advised the Board that Kiwanis is asking if the Christmas Parade is still approved. Trustee Van Lankvelt advised that Kaukauna and Appleton have already cancelled and wondered if any floats would be available, Ms. O'Connell from the Kiwanis advised that there is 20-25 interested participants. The majority of the Trustees stated they feel the parade should move forward as planned.

### Department and Officers Progress Reports

Departments and Officers provided progress reports to the Board

### Call for Unfinished Business

None

### Items for Future Agenda

None

**Closed Session:**

a)19.85(1)(e) Wis. Stats. Deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session. *Intergovernmental Agreement; Downtown Redevelopment; Property Acquisition for Infrastructure*

*Moved by Trustee Smith, seconded by Trustee B. Van Lankveldt to enter into closed session*

Ayes 7, Nays 0 – Motion Carried

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

*Moved by Trustee Smith, seconded by Trustee B. Van Lankveldt to enter into closed session*

Ayes 7, Nays 0 – Motion Carried

**Return to Open Session**

*Moved by Trustee Peerenboom, seconded by Trustee B. Van Lankveldt to exit closed session*

Ayes 6, Nays 0 – Motion Carried

**Adjournment**

*Moved by Trustee Van Deurzen, seconded by Trustee L. Van Lankveldt to Adjourn the Regular Board Meeting at 9:01 p.m.*

Ayes 6, Nays 0 – Motion Carried

**VILLAGE OF LITTLE CHUTE**

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

Attest: \_\_\_\_\_

Laurie Decker, Village Clerk

# BOARD/COMMITTEE SCHEDULE 2021

	REGULAR BOARD	COMM. OF THE WHOLE	PLAN COMM.	UTILITY COMM.	LIBRARY BOARD	JOINT POLICE	FIRE COMM.	PARK PLANNING
JANUARY	6, 20	13, 27	11	19	12			5
FEBRUARY	3, 17	10, 24	8	16	9	9	8	
MARCH	3, 17	10, 24	8	16	9			2
APRIL	7, 21	14, 28	12	20	13			
MAY	5, 19	12, 26	10	18	11	11	10	4
JUNE	2, 16	9, 23	14	15	8			
JULY	7, 21	14, 28	12	20	13			6
AUGUST	4, 18	11, 25	9	17	10	10	9	
SEPTEMBER	1, 15	8, 22	13	21	14			7
OCTOBER	6, 20	13, 27	11	19	12			
NOVEMBER	3, 17	10, 24	8	16	9	9	8	2
DECEMBER	1, 15	8, 22	13	21	14			

**All boards and commissions meet at 6:00 PM except Library (4:30 PM) & Fire (5:45 PM)**

- Regular Board - 1st & 3rd Wed.
- Comm. of the Whole - 2nd & 4th Wed.
- Plan Commission - 2nd Mon.
- Utility Commission - 3rd Tues.
- Library Board - 2nd Tue.
- Joint Police Commission - 2nd Tues./Quarterly
- Fire Commission - 2nd Mon./Quarterly
- Park Plan Commission - 1st Tues./Bi-Monthly

## **DISBURSEMENT LIST- November 18, 2020**

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Payroll & Payroll Liabilities November 12, 2020 **\$207,832.66**

Prepaid Invoices - November 6, 2020 **\$12,814.47**  
Prepaid Invoices - November 13, 2020 **\$102,256.47**

Utility Commission- November 17, 2020-Cancelled

### **CURRENT ITEMS**

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Bills List - November 18, 2020 **\$769,328.27**

**Total Payroll, Prepaid & Invoices** **\$1,092,231.87**

The above payments are recommended for approval:

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

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Approved November 18, 2020

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Michael R Vanden Berg, Village President

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Laurie Decker, Clerk

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
<b>2020 UTILITY REFUNDS (5089)</b>							
125125407	Invoi	OVERPAYMENT REFUND ACCT #1-251254-07	84.34	Open	Non	11/20	001-15000
<b>Total 2020 UTILITY REFUNDS (5089):</b>							
			<b>84.34</b>				
<b>AMERICAN FIDELITY ASSURANCE (4885)</b>							
2083541	Invoi	FLEX SPENDING OCTOBER	1,289.59	Open	Non	10/20	101-21368
<b>Total AMERICAN FIDELITY ASSURANCE (4885):</b>							
			<b>1,289.59</b>				
<b>AMPLITEL TECHNOLOGIES (4637)</b>							
16632	Invoi	MONTHLY ANTI-VIRUS SERVICE-NOVEMBER	210.00	Open	Non	11/20	404-57190-204
<b>Total AMPLITEL TECHNOLOGIES (4637):</b>							
			<b>210.00</b>				
<b>AT &amp; T (1129)</b>							
28294953059	11/2	Invoi SEPT/OCT CHARGES	239.74	Open	Non	10/20	101-52200-203
<b>Total AT &amp; T (1129):</b>							
			<b>239.74</b>				
<b>BGW PRINTING (1208)</b>							
1139	Invoi	LCFD TSHIRTS	224.00	Open	Non	10/20	101-52200-212
<b>Total BGW PRINTING (1208):</b>							
			<b>224.00</b>				
<b>DAMAGE PREVENTION SERVICES (4068)</b>							
3296	Invoi	OCTOBER LOCATES	733.98	Open	Non	10/20	610-53612-209
3296	Invoi	OCTOBER LOCATES	1,311.75	Open	Non	10/20	630-53442-209
3296	Invoi	OCTOBER LOCATES	908.50	Open	Non	10/20	620-53644-209
<b>Total DAMAGE PREVENTION SERVICES (4068):</b>							
			<b>2,954.23</b>				
<b>EHLERS INVESTMENT PARTNERS LLC (1425)</b>							
OCTOBER 2020	Invoi	OCTOBER INVESTMENT MANAGEMENT	224.15	Open	Atto	10/20	610-53614-229
OCTOBER 2020	Invoi	OCTOBER INVESTMENT MANAGEMENT	112.08	Open	Atto	10/20	620-53924-229
OCTOBER 2020	Invoi	OCTOBER INVESTMENT MANAGEMENT	425.88	Open	Atto	10/20	630-53444-229
OCTOBER 2020	Invoi	OCTOBER INVESTMENT MANAGEMENT	194.57	Open	Atto	10/20	300-57331-229
OCTOBER 2020	Invoi	OCTOBER INVESTMENT MANAGEMENT	212.92	Open	Atto	10/20	101-51780-229
<b>Total EHLERS INVESTMENT PARTNERS LLC (1425):</b>							
			<b>1,169.60</b>				
<b>KRAMER AND RIDGE CO (4059)</b>							
153512	Invoi	RESURFACE CYLINDER HEAD #36	74.02	Open	Non	11/20	101-53330-225
154632	Invoi	RESURFACE EXHAUST MANIFOLD #1	97.02	Open	Non	10/20	101-53330-225
<b>Total KRAMER AND RIDGE CO (4059):</b>							
			<b>171.04</b>				
<b>LAPPEN SECURITY PRODUCTS INC (735)</b>							
LSPQ44106	Invoi	SERVICE CALL TO MAIN STREET DOOR	95.00	Open	Non	10/20	101-51650-242
<b>Total LAPPEN SECURITY PRODUCTS INC (735):</b>							
			<b>95.00</b>				
<b>MARCO TECHNOLOGIES LLC (3100)</b>							
8108605	Invoi	MITEL MT5000 LIC IP PHONE-BOARDROOM	89.50	Open	Non	10/20	404-57190-302
8108789	Invoi	APPLY NEW MIVOICE LICENSE	75.00	Open	Non	10/20	101-51650-203

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
		Total MARCO TECHNOLOGIES LLC (3100):	164.50				
		OUTAGAMIE COUNTY TREASURER (486) OCTOBER 2020 Invoi OCTOBER COURT FINES	617.35	Open	Non	10/20	101-35101
		Total OUTAGAMIE COUNTY TREASURER (486):	617.35				
		STATE OF WI COURT FINES & (2374) OCTOBER 2020 Invoi OCTOBER COURT FINES	2,144.35	Open	Non	10/20	101-35101
		Total STATE OF WI COURT FINES & (2374):	2,144.35				
		VALLEY LIQUOR (1239) 872921 Invoi BEVERAGES AND SUPPLIES	149.45	Open	Non	10/20	101-52200-211
		Total VALLEY LIQUOR (1239):	149.45				
		VILLAGE OF KIMBERLY (998) 20201029 Invoi 2020 JOINT VEHICAL BILLING JULY-SEPT	3,198.53	Open	Non	11/20	201-53620-247
		Total VILLAGE OF KIMBERLY (998):	3,198.53				
		WISCONSIN DEPARTMENT OF REVENUE (5023) 103020 Invoi ROBERT NGOYI CITATION #BD376603-3	102.75	Open	Non	10/20	101-35101
		Total WISCONSIN DEPARTMENT OF REVENUE (5023):	102.75				
		Grand Totals:	12,814.47				

## Report GL Period Summary

Vendor number hash: 47614  
 Vendor number hash - split: 61450  
 Total number of invoices: 17  
 Total number of transactions: 23

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	12,814.47	12,814.47
Grand Totals:	12,814.47	12,814.47

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
<b>AMPLITEL TECHNOLOGIES (4637)</b>							
16461	Invoi	DATTO BACKUP SERVICES 10/20	375.00	Open	Non	11/20	207-52120-204
16609	Invoi	MICROSOFT OFFICE 365-NOVEMBER	756.13	Open	Non	11/20	207-52120-204
16618	Invoi	1 YEAR MERAKI CLOUD CONTROLLER LICENSE	397.00	Open	Non	11/20	207-52120-204
16619	Invoi	DATTO BACKUP SERVICES 11/20	375.00	Open	Non	11/20	207-52120-204
16637	Invoi	MONTHLY ANTI-VIRUS SERVICE-NOVEMBER	164.50	Open	Non	11/20	207-52120-240
<b>Total AMPLITEL TECHNOLOGIES (4637):</b>			<b>2,067.63</b>				
<b>BERGSTROM FORD OF FOX VALLEY (3484)</b>							
355770	Invoi	COOLING FAN REPAIR #93	823.46	Open	Non	11/20	207-52120-247
<b>Total BERGSTROM FORD OF FOX VALLEY (3484):</b>			<b>823.46</b>				
<b>FERGUSON WATERWORKS LLC #1476 (221)</b>							
315548	Invoi	HYDRAULIC OIL/COUPLINGS	231.35	Open	Non	11/20	620-53644-252
316943	Invoi	CURB BOXES	198.94	Open	Non	11/20	620-53644-252
317218	Invoi	GASKETS	126.00	Open	Non	11/20	620-53644-251
CM030401	Invoi	RETURNED MERCHANDISE	64.00-	Open	Non	11/20	620-53644-251
<b>Total FERGUSON WATERWORKS LLC #1476 (221):</b>			<b>492.29</b>				
<b>GFC LEASING - WI (4989)</b>							
13118343	Invoi	GFC LEASING COPIER OVERAGE CHARGES	37.04	Open	Non	11/20	101-53310-207
<b>Total GFC LEASING - WI (4989):</b>			<b>37.04</b>				
<b>KWIK TRIP INC (2365)</b>							
OCT 2020 286768	Invoi	OCT FUEL FOR SQUADS	2,165.73	Open	Non	11/20	207-52120-247
<b>Total KWIK TRIP INC (2365):</b>			<b>2,165.73</b>				
<b>LINDNER ACE HARDWARE LITTLE CHUTE (4702)</b>							
266199-325001	Invoi	TIRE GAUGE	7.99	Open	Non	11/20	101-53330-218
266231-325001	Invoi	PAINT BRUSH	6.59	Open	Non	11/20	630-53441-253
266285-325001	Invoi	RAKE	13.49	Open	Non	11/20	101-55440-225
266328-325001	Invoi	CEMENT TROWL	15.58	Open	Non	11/20	630-53442-251
266329-325001	Invoi	SUPPLIES FOR VLIESHOUT SUNSHADE PROJECT	69.46	Open	Non	11/20	101-55200-216
266332-325001	Invoi	SUPPLIES FOR GLOW WALK EVENT	26.35	Open	Non	11/20	101-55300-218
266343-325001	Invoi	BATTERIES	4.29	Open	Non	11/20	101-51415-206
266383-325001	Invoi	SPRAY PAINT	9.18	Open	Non	11/20	101-55200-218
266389-325001	Invoi	GARDEN TOOL	29.99	Open	Non	11/20	101-55440-225
266426-325001	Invoi	RESPIRATOR/CARTRIDGES/SPRAY PAINT	160.89	Open	Non	11/20	204-55420-302
266444-325001	Invoi	SPRAY PAINT	28.77	Open	Non	11/20	101-55200-218
266475-325001	Invoi	PAINT BRUSH	8.58	Open	Non	11/20	630-53441-253
266480-325001	Invoi	CLEANER & BROOM	28.98	Open	Non	11/20	204-55420-302
266480-325001	Invoi	GLOVES & BRUSH	23.17	Open	Non	11/20	101-55200-218
266481-325001	Invoi	SCRUB BRUSH	7.18	Open	Non	11/20	101-55200-218
266485-325001	Invoi	PAINT & SUPPLIES	59.54	Open	Non	11/20	101-55200-218
266504-325001	Invoi	FLOOR SANDER & PAPER	144.95	Open	Non	11/20	204-55420-302
266527-325001	Invoi	DRILL BITS	72.96	Open	Non	11/20	206-55110-242
266542-325001	Invoi	ROLLER & PAINT BRUSH	15.58	Open	Non	11/20	204-55420-302
266552-325001	Invoi	PAINT ROLLERS & EXTENSION POLE	93.31	Open	Non	11/20	204-55420-302
266607-325001	Invoi	TAPE RULERS	16.98	Open	Non	11/20	101-55200-218
266619-325001	Invoi	HARDWARE FOR GRILL AT VLIESHOUT	32.31	Open	Non	11/20	101-55200-216
266638-325001	Invoi	ROLLER COVERS	23.98	Open	Non	11/20	204-55420-302
CM266203-325001	Invoi	RETURNED MERCHANDISE	7.99-	Open	Non	11/20	101-53330-218

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
CM266514-325001	Invoi	RETURNED MERCHANDISE	58.98-	Open	Non	11/20	204-55420-302
Total LINDNER ACE HARDWARE LITTLE CHUTE (4702):			833.13				
MATTHEWS TIRE & SERVICE CENTER (768)							
261561	Invoi	TIRES & STRUTS SQUAD #95	1,721.87	Open	Non	11/20	207-52120-247
261597	Invoi	4 NEW TIRES ON SQUAD #99	627.47	Open	Non	11/20	207-52120-247
261598	Invoi	TIRE ROTATION & BALANCE #85	52.80	Open	Non	11/20	207-52120-247
Total MATTHEWS TIRE & SERVICE CENTER (768):			2,402.14				
MIDWEST SALT LLC (5001)							
P453034	Invoi	INDUSTRIAL SOUTHERN COARSE SALT	2,520.43	Open	Non	11/20	620-53634-224
Total MIDWEST SALT LLC (5001):			2,520.43				
MUNICIPAL CODE CORPORATION (2974)							
349720	Invoi	ELECTRONIC UPDATE PAGES	568.00	Open	Non	11/20	101-51440-204
Total MUNICIPAL CODE CORPORATION (2974):			568.00				
P.J. KORTENS AND COMPANY INC (4846)							
10022515	Invoi	COMMUNICATION ISSUES	931.25	Open	Non	11/20	620-53644-225
10022518	Invoi	TOWER 1 COMMUNICATIONS PROBLEM	1,302.59	Open	Non	11/20	620-53644-225
Total P.J. KORTENS AND COMPANY INC (4846):			2,233.84				
PACE ANALYTICAL SERVICES INC (4619)							
1935308800	Invoi	WATER ANALYSIS	189.00	Open	Non	11/20	620-53644-204
2040091189	Invoi	WATER ANALYSIS	75.00	Open	Non	11/20	620-53644-204
Total PACE ANALYTICAL SERVICES INC (4619):			264.00				
SECURITY LUEBKE ROOFING INC (4164)							
9006104	Invoi	COMPLETED DRAIN MAINTENANCE	1,449.91	Open	Non	11/20	620-53624-255
Total SECURITY LUEBKE ROOFING INC (4164):			1,449.91				
SIGNCOUNTRY (3870)							
13613	Invoi	REMOVAL OF DOOR DECALS	80.00	Open	Non	11/20	620-53644-247
Total SIGNCOUNTRY (3870):			80.00				
STREICHER'S (358)							
I1463150	Invoi	ERT WEAPON LIGHT	167.99	Open	Non	11/20	207-52120-223
Total STREICHER'S (358):			167.99				
TIME WARNER CABLE (89)							
10/20 60703290180	Invoi	OCTOBER/NOVEMBER SERVICE	106.16	Open	Non	11/20	620-53924-203
10/20 70590040100	Invoi	OCTOBER/NOVEMBER SERVICE	62.71	Open	Non	11/20	101-52200-203
10/20 71391120150	Invoi	OCTOBER/NOVEMBER SERVICE	219.99	Open	Non	11/20	207-52120-203
11/20 70953560100	Invoi	NOVEMBER/DECEMBER SERVICE	220.80	Open	Non	11/20	101-51650-203
Total TIME WARNER CABLE (89):			609.66				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
<b>VERIZON WIRELESS (3606)</b>							
9864913280	Invoi	SEPTEMBER/OCTOBER SERVICE	64.22	Open	Non	11/20	620-53924-203
<b>Total VERIZON WIRELESS (3606):</b>							
			<b>64.22</b>				
<b>WATER RIGHT (4986)</b>							
419580	Invoi	SHALLOW SHELL RESIN	85,477.00	Open	Non	11/20	620-53644-255
<b>Total WATER RIGHT (4986):</b>							
			<b>85,477.00</b>				
<b>Grand Totals:</b>							
			<b>102,256.47</b>				

**Report GL Period Summary**

Vendor number hash: 194304  
 Vendor number hash - split: 199006  
 Total number of invoices: 54  
 Total number of transactions: 55

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	102,256.47	102,256.47
<b>Grand Totals:</b>	<b>102,256.47</b>	<b>102,256.47</b>

## Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
AIRGAS USA LLC				
9106661617	OXYGEN	129.06	11/20	207-52120-213
9974580785	CYLINDER RENTALS	59.06	11/20	101-53330-218
Total AIRGAS USA LLC:		188.12		
ASCENSION MEDICAL GROUP-FOX VALLEY WI				
391545	PRE-EMPLOYMENT PHYSICAL & DRUG SCREEN	153.00	11/20	101-52350-204
Total ASCENSION MEDICAL GROUP-FOX VALLEY WI:		153.00		
AT&T LONG DISTANCE				
11/20 845626857	SEPT/OCT CHARGES	3.82	11/20	101-51650-203
11/20 845626857	SEPT/OCT CHARGES	.19	11/20	207-52120-203
11/20 845626857	SEPT/OCT CHARGES	10.40	11/20	620-53924-203
Total AT&T LONG DISTANCE:		14.41		
AUTOMATED COMFORT CONTROLS				
27701	REPLACE FURNACE AT PUMP HOUSE 4	3,200.00	11/20	620-53634-255
27702	REPAIR TO PUMP HOUSE 3	67.30	11/20	620-53634-255
Total AUTOMATED COMFORT CONTROLS:		3,267.30		
AUTOMOTIVE SUPPLY CO				
60887087	BATTERIES	261.16	11/20	101-53330-218
CM207510	CORE DEPOSIT RETURN	54.00-	11/20	101-53330-218
Total AUTOMOTIVE SUPPLY CO:		207.16		
BADGER LABORATORIES INC				
20-014793	WATER TESTING	100.00	11/20	630-53444-204
Total BADGER LABORATORIES INC:		100.00		
BEAR GRAPHICS INC				
858579	ELECTION ENVELOPE CUSTOM IMPORT	383.47	11/20	101-51440-206
Total BEAR GRAPHICS INC:		383.47		
BELONEA, MARY				
110820	CIVIC CENTER ROOM REFUND	100.00	11/20	206-38211
Total BELONEA, MARY:		100.00		
CITY OF APPLETON				
5638	NOVEMBER WEIGHTS & MEASURES	580.00	11/20	101-52050-204
Total CITY OF APPLETON:		580.00		
DISTRICT 2, INC.				
3014	RESCUE GLOVES & GAUNTLET GLOVES	1,829.82	11/20	101-52200-302

Invoice	Description	Total Cost	Period	GL Account
Total DISTRICT 2, INC.:		1,829.82		
DONALD HIETPAS & SONS INC.				
110320	REPLACED HYDRANTS ON BUCHANAN & FLORID	3,981.73	11/20	620-53644-254
110320-1	SHUT OFF CORP TO EMPTY LOT	1,407.39	11/20	620-53644-252
Total DONALD HIETPAS & SONS INC.:		5,389.12		
DORNER INC				
2020004-1	2020 WATER MAIN PROJECT-MOASIS	251,383.48	11/20	620-51115-263
Total DORNER INC:		251,383.48		
EVERYTHING DEFIBRILLATORS LLC				
7	AED BATTERIES	104.97	11/20	207-52120-213
Total EVERYTHING DEFIBRILLATORS LLC:		104.97		
FARRELL EQUIPMENT & SUPPLY CO INC				
1142584	SAFETY VESTS	82.93	11/20	101-53300-213
Total FARRELL EQUIPMENT & SUPPLY CO INC:		82.93		
FOX VALLEY TECHNICAL COLLEGE				
EC68274	FACILITY RENTAL-INDOOR RANGE	100.00	11/20	207-52120-201
Total FOX VALLEY TECHNICAL COLLEGE:		100.00		
FP FINANCE PROGRAM				
28154851	AGREEMENT 003-1584121 POSTBASE VISION-PO	140.00	11/20	101-51650-226
Total FP FINANCE PROGRAM:		140.00		
GARROW OIL				
OCTOBER 2020	OFF ROAD DIESEL	522.00	11/20	630-53442-247
OCTOBER 2020	OFF ROAD DIESEL	253.34	11/20	101-55200-247
Total GARROW OIL:		775.34		
GRAEF				
112333	FOX RIVER BOARDWALK-DETAILED DESIGN	16,869.60	11/20	420-57620-277
Total GRAEF:		16,869.60		
HAWKINS INC				
4807099	SODIUM SILICATE	1,029.51	11/20	620-53634-220
4818272	AZONE	576.25	11/20	620-53634-214
4818272	SODIUM SILICATE	3,224.73	11/20	620-53634-220
Total HAWKINS INC:		4,830.49		
HEART OF THE VALLEY				
110420	OCTOBER WASTEWATER	137,607.56	10/20	610-53611-225
110420	FOG CONTROL	78.00	10/20	610-53611-204

Invoice	Description	Total Cost	Period	GL Account
Total HEART OF THE VALLEY:		137,685.56		
HERRLING CLARK LAW FIRM LTD				
131-70Q FACADE LOAN		299.50	11/20	222-56700-262
131-71Q AGROPUR		77.00	11/20	101-51110-262
Total HERRLING CLARK LAW FIRM LTD:		376.50		
INTOXIMETERS INC				
666920 600 MOUTHPIECES		138.00	11/20	207-52120-218
Total INTOXIMETERS INC:		138.00		
KRAMER HEATING & COOLING LLC				
1804 HEATER REPAIR @ VLIESHOUT REC CENTER		364.95	11/20	208-52900-242
Total KRAMER HEATING & COOLING LLC:		364.95		
LEXISNEXIS RISK DATA MANAGEMENT INC				
1686177-20201031 OCTOBER 2020 MINIMUM COMMITMENT		103.00	11/20	101-51680-204
Total LEXISNEXIS RISK DATA MANAGEMENT INC:		103.00		
MADISON NATIONAL LIFE				
1416821 DECEMBER LTD		938.84	11/20	101-21385
1416821 DECEMBER LIFE		454.37	11/20	101-21391
Total MADISON NATIONAL LIFE:		1,393.21		
MCMAHON ASSOCIATES INC				
920462 NORTH SIDE STORM SEWER INTERCEPTOR		19,514.13	11/20	416-57600-261
Total MCMAHON ASSOCIATES INC:		19,514.13		
MCO				
26360 SEPTEMBER MILEAGE REIMBURSEMENT		234.90	11/20	620-53644-247
26405 DECEMBER 2020 OPERATIONS		26,517.58	11/20	620-53644-115
26405 DECEMBER 2020 HEALTH & LIABILITY INS		5,435.31	11/20	620-53644-115
Total MCO:		32,187.79		
MIDWEST SALT LLC				
P453459 INDUSTRIAL SOUTHERN COARSE SALT		2,486.55	11/20	620-53634-224
P453548 INDUSTRIAL SOUTHERN COARSE SALT		2,760.01	11/20	620-53634-224
P453566 INDUSTRIAL SOUTHERN COARSE SALT		2,482.92	11/20	620-53634-224
P453771 INDUSTRIAL SOUTHERN COARSE SALT		2,705.56	11/20	620-53634-224
Total MIDWEST SALT LLC:		10,435.04		
NASSCO INC				
S2682590.001 PAPER TOWELS		112.80	11/20	101-53310-218
S2687327.001 CAN LINERS & PAPER TOWELS		484.17	11/20	206-55110-244
S2687327.001 CAN LINERS & PAPER TOWELS		334.42	11/20	101-51650-244
S2687327.001 CAN LINERS & PAPER TOWELS		159.02	11/20	207-52120-244
S2687327.001 CAN LINERS & PAPER TOWELS		52.96	11/20	101-52250-244

Invoice	Description	Total Cost	Period	GL Account
Total NASSCO INC:		1,143.37		
NEWS PUBLISHING CO INC				
495081 ADVERTISEMENT FOR BIDS		114.48	11/20	101-51440-227
495082 BUDGET HEARING		159.26	11/20	101-51440-227
495797 ADVERTISEMENT FOR BIDS		91.44	11/20	101-51440-227
Total NEWS PUBLISHING CO INC:		365.18		
NORTHERN LAKE SERVICE INC				
388998 WATER TESTING		152.00	11/20	620-53644-204
389263 WATER TESTING		1,751.00	11/20	620-53644-204
389742 WATER TESTING		660.00	11/20	620-53644-204
Total NORTHERN LAKE SERVICE INC:		2,563.00		
O'REILLY AUTOMOTIVE INC				
2043-237744 WAX FOR #206		31.98	11/20	101-53330-225
2043-237934 GREASE CLEANER FOR TRUCKS/MOWERS		54.99	11/20	101-53330-218
2043-238784 MINI LIGHTBULBS		7.20	11/20	620-53644-247
2043-239285 FUEL CAP		13.74	11/20	620-53644-247
Total O'REILLY AUTOMOTIVE INC:		107.91		
OUTAGAMIE COUNTY TREASURER				
1018355 COLD MIX BLACKTOP		253.73	11/20	101-53300-216
15685 OCTOBER SANITATION FEES		14,449.38	11/20	201-53620-204
15685 STREET SWEEPINGS		2,065.14	11/20	630-53442-204
Total OUTAGAMIE COUNTY TREASURER:		16,768.25		
POSTAL EXPRESS & MORE LLC				
208367 POSTAGE-WATER TESTS		15.56	11/20	620-53644-204
208440 POSTAGE-WATER TESTS		15.74	11/20	620-53644-204
208672 POSTAGE-WATER TESTS		17.49	11/20	620-53644-204
208958 POSTAGE-WATER TESTS		23.43	11/20	620-53644-204
Total POSTAL EXPRESS & MORE LLC:		72.22		
REINDERS INC				
2691487 LAWN SEED MIX		270.50	11/20	101-55200-215
Total REINDERS INC:		270.50		
RENT-A-FLASH OF WISCONSIN INC				
73373 NO PARKING STREET SIGNS		59.07	11/20	101-53300-218
Total RENT-A-FLASH OF WISCONSIN INC:		59.07		
ROBERT E. LEE & ASSOCIATES				
78578 2020 GIS SERVICES		6,880.50	11/20	101-51415-204
Total ROBERT E. LEE & ASSOCIATES:		6,880.50		
RUEKERT & MIELKE INC				
134095 CREATION OF SWPPP MANUAL		3,559.57	11/20	630-53444-204

Invoice	Description	Total Cost	Period	GL Account
Total RUEKERT & MIELKE INC:		3,559.57		
SCHWAAB INC				
C095263 SELF-INKING STAMPS & INK PADS		116.45	11/20	101-51440-206
Total SCHWAAB INC:		116.45		
SPLENDID CLEANING SERVICE LLC				
10486 MONTHLY CLEANING-LCFD		200.00	11/20	101-52250-243
10486 MONTHLY CLEANING-METRO		795.00	11/20	207-52120-243
Total SPLENDID CLEANING SERVICE LLC:		995.00		
SSC SERVICE SOLUTIONS				
5463400004 MONTHLY CLEANING-CIVIC CENTER		1,073.00	11/20	206-55110-243
5463500004 MONTHLY CLEANING-VILLAGE HALL		1,340.00	11/20	101-51650-243
5463600004 MONTHLY CLEANING-MUNICIPAL GARAGE		454.00	11/20	101-53310-243
Total SSC SERVICE SOLUTIONS:		2,867.00		
ST. JOHN NEPOMUCENE CONGREGATION				
11112020 AGREEMENT OF UNDERSTANDING-PINE ST		5,000.00	11/20	418-50232-204
Total ST. JOHN NEPOMUCENE CONGREGATION:		5,000.00		
STAPLES ADVANTAGE				
3460771296 HANGING FILE FOLDERS		24.44	11/20	101-51420-206
3460771296 PACKAGING TAPE		22.98	11/20	101-51440-206
3460771298 PENCIL POUCHES		25.42	11/20	101-51440-206
3460771300 BLACK TONER		122.41	11/20	101-51680-206
3461524520 FILE FOLDERS		18.89	11/20	101-51440-206
Total STAPLES ADVANTAGE:		214.14		
STONERIDGE LITTLE CHUTE LLC				
1064061748 BATTERIES		9.99	11/20	101-55300-218
23087231503 TREATS FOR SOCCER KIDS		28.75	11/20	101-55300-218
Total STONERIDGE LITTLE CHUTE LLC:		38.74		
TIME WARNER CABLE				
11/20 60505470190 NOVEMBER/DECEMBER SERVICE		159.79	11/20	101-51650-203
Total TIME WARNER CABLE:		159.79		
TRANSAMERICA LIFE INSURANCE COMPANY				
2503953053 NOVEMBER BILLING		467.36	11/20	101-21364
Total TRANSAMERICA LIFE INSURANCE COMPANY:		467.36		
TRUCK COUNTRY OF WISC				
X202624736:01 MIRROR #38		128.93	11/20	101-53330-225
Total TRUCK COUNTRY OF WISC:		128.93		

Invoice	Description	Total Cost	Period	GL Account
<b>ULINE</b>				
126004387	STORAGE UNIT	390.73	11/20	207-52120-221
126004387	THERMAL LABELS	112.00	11/20	207-52120-218
<b>Total ULINE:</b>		<b>502.73</b>		
<b>UNIFIRST CORPORATION</b>				
0970319822	SHIRTS/PANTS	4.51	11/20	101-53330-213
0970319822	LAUNDRY BAGS/WIPERS	15.50	11/20	101-53330-218
0970320279	SHIRTS/PANTS	4.51	11/20	101-53330-213
0970320279	LAUNDRY BAGS/WIPERS	15.50	11/20	101-53330-218
<b>Total UNIFIRST CORPORATION:</b>		<b>40.02</b>		
<b>UNIFORM SHOPPE</b>				
304397	UNIFORM ALTERATIONS	40.00	11/20	207-52120-212
<b>Total UNIFORM SHOPPE:</b>		<b>40.00</b>		
<b>VAN DEURZEN, DEREK</b>				
103120	OCTOBER CLEAN UP	30.00	11/20	101-52200-111
<b>Total VAN DEURZEN, DEREK:</b>		<b>30.00</b>		
<b>VICTORY TACTICAL GEAR LLC</b>				
20-237	BALLISTIC SHIELD	1,526.00	11/20	207-52120-223
<b>Total VICTORY TACTICAL GEAR LLC:</b>		<b>1,526.00</b>		
<b>VINTON CONSTRUCTION CO</b>				
2020002-1	PYMT #2-2020 PAVING-HOMEWOOD CT	115,493.41	11/20	452-51016-263
2020002-1	PYMT #2-2020 PAVING-CAROL LYNN	119,847.59	11/20	452-51019-263
<b>Total VINTON CONSTRUCTION CO:</b>		<b>235,341.00</b>		
<b>WELLS FARGO FINANCIAL LEASING</b>				
5012556477	NOVEMBER COPIER LEASE	450.00	11/20	101-53310-207
5012556477	NOVEMBER COPIER LEASE	803.15	11/20	101-51650-207
<b>Total WELLS FARGO FINANCIAL LEASING:</b>		<b>1,253.15</b>		
<b>WI DEPT OF JUSTICE</b>				
L4504T 10/20	OCTOBER BACKGROUND CHECKS	91.00	11/20	207-52120-218
<b>Total WI DEPT OF JUSTICE:</b>		<b>91.00</b>		
<b>WITTMANN, MICHAEL</b>				
103120	OCTOBER CLEAN UP	30.00	11/20	101-52200-111
<b>Total WITTMANN, MICHAEL:</b>		<b>30.00</b>		
<b>Grand Totals:</b>		<b>769,328.27</b>		

Terms Description	Invoice Amount	Net Invoice Amount
Vendor number hash - split:	301026	
Total number of invoices:	85	
Total number of transactions:	103	

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	769,328.27	769,328.27
<b>Grand Totals:</b>	<b>769,328.27</b>	<b>769,328.27</b>

**Report Criteria:**

Invoice Detail.Voided ={=} FALSE

**LCFD Incident Report  
October 2020  
Number of responses: 17  
Last years: 16  
YTD: 130**

**10/01/2020      11:59 Accident scene safety @ Taco Bell 2130 Freedom Road, vehicle struck awning on drive through, no emergency issues for LCFD  
Car 3632  
#20LC00114**

**10/03/2020      02:52 Accident scene safety @ N. French Road & W. Main Street, assisted with removal of vehicle from residential property located on South West corner  
Engine 3621, Truck 3632, Car 3632  
#20LC00115**

**10/03/2020      14:33 Accident scene safety, Freedom Road near I-41 south bound on ramp, 2 vehicle accident with injuries  
Engine 3621, Truck 3641, Car 3632  
#20LC00116**

**10/12/2020      14:28 Accident with scene safety, Holland Road & W. North Avenue, call cancelled by FVMPD before going in route  
#20LC00117**

**10/13/2020      02:31 Lift assist @ Greenfield Manor 825 E. Greenfield Drive, requested by Gold Cross to assist, cancelled before going in route  
#20LC00118**

**10/13/2020      17:13 Assist Gold Cross Ambulance with a semi driver stuck in truck cab @ Moasis 300 Moasis Drive  
Engine 3621, Truck 3641, Car 3632  
#20LC00119**

**10/15/2020      12:10 Stove fire @ 1401 Glenview Lane, investigated found fire out, assisted in ventilation and confirming no extensions of fire  
Engine 3621, Truck 3641, Car 3632  
#20LC00120**

**10/16/2020      18:07 Burning complaint @ 322 E. North Avenue, burning a mattress, advised about burn ordinance  
Car 3632  
#20LC00121**

**10/19/2020      11:16 Lift assist for Gold Cross Ambulance @ 413 Madison Street  
Engine 3621, Truck 3641, Car 3632  
#20LC00122**

**10/20/2020      04:53 Alarm sounding @ 3650 Cherryvale Circle, investigated found a faulty detector in the mechanical room  
Engine 3621, Truck 3641, Car 3632  
#20LC00123**

**10/21/2020      11:47 Alarm sounding @ 3501 Cherryvale Circle, building #5, management was cleaning**

**in mechanical room blew dust into detector head**

**Engine 3621, Car 3632  
#20LC00124**

**10/21/2020**

**18:56 Structure fire @ 414 Johnson Avenue, smoke haze in house, investigated found no issues**

**Engine 3621, Truck 3641, Squad 3671, Engine 3622, Car 3632  
#20LC00125**

**10/22/2020**

**10:48 CO alarm sounding @ 1718 Buchanan Street, Unit 3. Investigated found an outdated detector**

**Engine 3621, Car 3632  
#20LC00126**

**10/23/2020**

**10:39 Alarm sounding @ Atrium Care Center 1201 Garfield Avenue, investigated found no issues**

**Engine 3621, Car 3632  
#20LC00127**

**10/26/2020**

**02:32 Structure fire @ 4 Fern Court, Engine 3621, Truck 3641, Squad 3671, Pickup 3631, Car 3632  
#20LC00128**

**10/26/2020**

**13:39 Possible structure fire @ 1507 E. Wisconsin Avenue, haze and smell of smoke in basement, Covid19 hazard, investigated found**

**no issues, possible odor from electric heater turning on for the first time.**

**Engine 3621, Car 3632  
#20LC00129**

**10/28/2020**

**19:03 Smoke alarm sounding @ 1418 Miami Circle, investigated found former renter left stove on in self clean mode causing build up of heat and smoke, made forced entry on two doors**

**Engine 3621, Truck 3641, Squad 3671, Car 3632  
#20LC00130**

# VILLAGE OF LITTLE CHUTE MONTHLY REPORT – OCTOBER 2020



## ***Little Chute***

ESTABLISHED 1848

October 2020

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 – OCTOBER 2020

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 monthly. 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. New in 2020, we will be including data and information from the Little Chute Fire Department and an overview of the monthly financial statements for all Village of Little Chute accounts.

Ultimately, it is our intention to show how our dedicated team of individuals serve the community while also indicating a monthly snapshot of the fiscal well-being for the Village of Little Chute.

If you have any questions or suggestions, please contact us!

### Department Overview

The report will track monthly activities for the following:

- Village Administrator
- Clerk
- Community Development
- Finance Department
- Little Chute Fire Department
- Fox Valley Metro Police Department
- Kimberly/Little Chute Library
- Parks, Recreation and Forestry Department
- Department of Public Works
- Engineering Department
- Monthly Consolidated Financial Statement by Account – Added as a feature in June of 2020

### 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

# Village Administrator

## HIGHLIGHTS

- The Board of Trustees worked on the following items in the month of October:
  - At the October 7<sup>th</sup> Meeting, the Board held a three-hour 2021 budget workshop, held a Public Hearing on a condo site in the ID Park, and discussed a number of COVID-19 related items.
  - At the October 14<sup>th</sup> Committee of the Whole, the Board received an organizational presentation on the LCFD, discussed 2021 public safety budgets, took action on the 2020 Ebben Storm Sewer bids, and approved the sharing of \$40,000 of CARES Act funding with the area School Districts located within the Village of Little Chute.
  - At the October 19<sup>th</sup> Joint Meeting with Kimberly, the Board approved the 2021 FVMPD budget.
  - At the October 21<sup>st</sup> Regular Board meeting, the Board took action to restrict parking on Johnson Street, discussed final budget efforts for 2021, and approved various special events.
- Worked closely with all Department Heads and the Finance Director on preparing the 2021 Budget and guiding the budget process for the Board of Trustees.
- Assisted the LC Library Board with recruitment and interviews for the LC Library Director. The LC Library Board appointed Katherine Freund to become the Library Director effective December 28, 2020.
- The staff were able to attend a flu shot clinic at village hall in mid-October.
- Continued to work with staff on an effective resolution to a billing issue with Outagamie County Landfill.
- Worked with all departments and staff on ensuring that essential operations are preserved while safeguarding the public and staff from COVID 19. We are maintaining an active resource page for residents related to our COVID-19 response here: <https://www.littlechutewi.org/624/Response-to-COVID-19>
- Consultants installed new audio and visual capabilities within the Board room to improve virtual meetings for staff, the Board, and the public.
- Worked with department heads on several advantageous developments.
- Initiated the process for the 2020 personnel review process.
- In October, the Administrator was provided Credentialed Manager status (ICMA-CM) through the International City/County Manager Association.

## TOP PRIORITIES FOR NOVEMBER

- Ensure the Clerk's office is ready for the 2020 election and assist as needed.
- Continue to work with staff and various developers on projects of interest within the Village of Little Chute.
- Ensure the staff of the Village of Little Chute have the tools and support they need to continue delivery of essential services in the face of COVID 19 matters.
- Continue working with County officials on resolving the leachate billing matter at the Outagamie County Landfill.
- Hold the Public Hearing and adopt the 2021 budget for the Village of Little Chute.
- Conduct 2020 personnel reviews along with the 2020 organizational survey.
- Prepare for meetings in December related to the Transportation Funding Working Group.
- Outline the 2021-2025 Strategic Planning Process
- Attend the 11/18 Outagamie County Greenway Committee meeting regarding the Canoe/Kayak Launch
- Present for Board of Trustee action:
  - 2021 Budget
  - Discuss permit and fee changes related to right of way projects
  - Formalize the Transportation Funding Working Group and begin w\ meetings in December
  - Discuss numerous economic development opportunities
  - Award bids on a series of stormwater related projects
  - Hear from TDS related to future improvements they want to make

# Clerk

## HIGHLIGHTS

The Clerk's Office spent October in full preparation for the General Election. Over 3,000 absentee ballot requests were processed and mailed out for the 2020 General Election. In-Person Absentee Voting and registration took place from October 19 – 30, a lot of thought and consideration went into how to conduct in-person voting safely and efficiently while still following social distancing guidelines. 1,555 residents participated in early absentee voting. 65% of registered voters returned absentee ballots or voted absentee in-person. Organizing and preparing the absentee ballots for Election day was also a major undertaking, we were able to accomplish this with the help of poll workers who came in to assist in the days leading up to the election. We are all looking forward to a successful election and seeing our hard work and attention to detail pay off.

For the month of October, the Clerk's office completed our goals of:

- Send out and process Absentee Ballots for November General Election
- Preparations and planning for General Election
- Printed Poll Books and Registered Voter listings
- Finalized Poll Worker schedule and training
- Shared data from social media sites
- Agendas/Minutes for meetings
- Continued maintenance of the Village Website and social media outlets
- Ongoing phone/supply ordering support
- Civic Center/Village Hall rentals, and processing of cancelations and refunds
- Preparations for 2020 elections webinar training, upkeep of voter records, supply ordering
- Operator License Renewals

Goals for November:

- Facilitate General Election
- Agendas/Minutes for meetings
- Share data from social media sites
- Maintenance of the Village Website and social media outlets
- Ongoing phone/supply ordering support
- Civic Center/Village Hall rentals
- Design Village Winter Newsletter

## Village of Little Chute Website and Social Media Metrics - October 2020

	This Month	This Month Last Year	% Change	Year to Date	Last Year to Date	% Change
<b>Website Visits</b>	11,369	8,768	22.88%	114,053	128,348	-12.53%
<b>Website Page Views</b>	18,672	12,575	32.65%	167,124	165,088	1.22%
<b>Facebook Likes</b>	4,376	3,715	15.11%	41,262	34,866	15.50%
<b>Facebook Reach</b>	38,526	41,616	-8.02%	670,294	645,435	3.71%
<b>Village Hall Blog View</b>	293	449	-53.24%	3,502	6,049	-72.73%
<b>Instagram Followers</b>	654	526	19.57%	654	526	19.57%
<b>Twitter Followers</b>	428	384	10.28%	428	384	10.28%
<b>Twitter Impressions</b>	321	651	-102.80%	7,421	6,028	18.77%

# Community Development

## HIGHLIGHTS

- Met with Commercial Developers regarding sites and TIF in village.
- Continued Inspections of homes, apartments, and commercial projects.
- Discussions with architects regarding new projects.
- Met with local Business Owner
- Begin setting up assessment records for 2021 revaluation
- UDC permits can now be electronically submitted
- Completed continuing education classes

## TOP PRIORITIES FOR NOVEMBER

- Meet with builders and owners about upcoming commercial projects.
- Work with developers regarding Commercial/Industrial projects.
- Continued Inspections of homes, apartments, industrial and commercial projects.
- Assist developers, surveyors, and realtors with zoning requirements.
- Update more permits/ Website and investigate new Permit program
- Improve Site review process (on going project)
- Meet with more Local Businesses and to collect information on potential needs for the community/business
- Investigate more efficient permitting process/program
- Create a Development Information Packet
- Site Plan Review for two new Commercial buildings

## COMMUNITY DEVELOPMENT OCTOBER DATA

Community Development Department 2020 Permit Data				
	October-20	2020 Totals	2019 Totals	2018 Totals
Permits Issued	49	555	667	622
Property Complaints	0	21	31	61
Property/Field Inspections	65	575	912	929
Letters Sent	0	7	0	0
Action Corrected	0	10	13	44
Referred for Action	0	5	0	7
Ongoing	2	21	36	16

Community Development Department 2020 Permit Data				
	October-20	2020 Totals	2019 Totals	2018 Totals
Permits Issued	49	555	717	622
Permit Fees	\$8,515	\$235,618	\$108,776	\$257,754
Permit Value	\$1,220,900	\$43,755,183	\$35,228,147	\$47,343,017

# Finance Department

## HIGHLIGHTS

- 2021 Proposed Budget notice published for notification of public hearing on November 4<sup>th</sup> and full budget published on website.
- Open enrollment closed for health insurance and all updates filed with the State.
- Final preparation the last installment request on the Cares Act submission. The Village will be drawing our full \$190,685 allotment that includes \$37,674 shared with the schools.
- 3,976 utility bills created, 81 service orders (Final Reads, High/Low Reads, Meter Installations) created/coordinated with MCO and 359 Landlord notices mailed for tenant delinquency notification, 774 tax certification notices, 973 ratepayers opted out of postcard billing, 1,762 ratepayers utilized PSN and 642 ACH for payments in October.
- Filed the first ever statutory required Unclaimed Property Report with the State that is supposed to be filed annually. \$4,116 was turned over to the State for stale checks dating back to 2011 after failed attempts to contact recipient. \$2,359 was returned to rightful owners either by parties cashing their stale check or reissue of lost checks. \$987 remains in stale checks not eligible yet for filing with the State.
- Successful migration of our general ledger system to the new server.

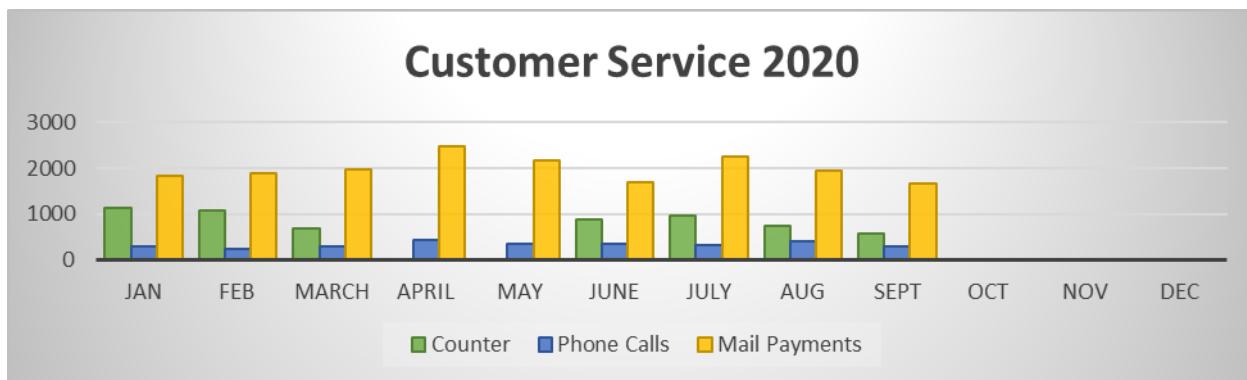
## TOP PRIORITIES FOR NOVEMBER

- Working on evaluation of cell/landline phone, internet, and copier/scanner devices to determine if duplication of any services exist along with potential to consolidate services for greater cost efficiencies.
- Apply penalty for Utility tax certification not paid by November 2, 2020 deadline then roll to County as a special charge if not paid by statutory deadline of November 15, 2020
- Upload all special assessment installments for the 2020 tax roll including any delinquent Accounts Receivable invoices that are property related
- Publish final approved budget on the website and upload into the general ledger system
- Complete enrollment for new program supported by the League “Rebound” that assists guiding workers through complex medical system to heal more quickly saving time and money for all stakeholders. Integration with our workers compensation process. This program is available to employees for on and off the job injuries.
- Property and Liability Insurance Renewal

## CONTINUOUS IMPROVEMENT EFFORTS

- Set up procedure to timely reach out to owners of a three month stale check who has not cashed attempting to avoid the administrative process of turning the unclaimed property over to the State getting in the rightful owners hands.
- Followed up with Caselle (CIVIC) and Amplitel to related to lessons learned from server upgrade. Preparation instructions from Caselle did not include contacting Payment Services Network to coordinate their piece in the process. Urged CIVIC to allow for afterhours migrations to mitigate potential of errors (Amplitel provides after hours).
- Worked with staff to make sure saving all files on server vs desktop as anything saved on desktop is not backed up nightly. Shared message with entire Village to make sure all following best practices.

## OCTOBER DATA AND FINANCIALS



### PERFORMANCE MEASUREMENTS

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Target 2020</u>
# months bank reconciliation completed timely	0	0	7	12
# of stale checks outstanding	NM	NM	57	22
Custodial credit risk	\$12.3K	\$6.1K	\$.3K	\$0
% of customers paying online	NM	NM	42%	55%
Continuous improvement initiatives	NM	NM	25	10
Number of special assessment billings	277	296	67	125
Average number of monthly utility bills	4,076	4,052	4,033	4,050
Annual number of utility work orders	952	1,093	920	950
Annual tax certification letters	507	483	540	774
General obligation bond rating	Aa3	Aa3	Aa3	Aa2
# of auditor's compliance issues	NM	6	2	0
% of time monthly financials closed within 15 days	NM	NM	58%	90%
% of staff adequately trained/cross trained	NM	NM	70%	100%

NM=New Measure

	OCTOBER	YTD 2020	BUDGET 2020	VARIANCE	% OF BUDGET
<b>GENERAL FUND</b>					
Taxes	(113.38)	954,149.03	960,150.00	(6,000.97)	99.37%
Total Licenses and Permits	9,192.00	171,255.26	124,760.00	46,495.26	137.27%
Intergovernmental Aid	185,530.22	1,291,210.07	2,416,400.00	(1,125,189.93)	53.44%
Public Charges for Service	2,426.75	101,995.32	137,328.00	(35,332.68)	74.27%
Fines and Forfeitures	4,719.53	63,503.60	91,000.00	(27,496.40)	69.78%
Total Interest	1,293.80	42,480.63	96,837.00	(54,356.37)	43.87%
Miscellaneous Revenue	4,506.00	155,666.73	158,856.00	(3,189.27)	97.99%
Other Financing Sources	18,575.20	181,965.03	217,700.00	(35,734.97)	83.59%
<b>Total General Fund Revenue</b>	<b>226,130.12</b>	<b>2,962,225.67</b>	<b>4,203,031.00</b>	<b>(1,240,805.33)</b>	<b>70.48%</b>
Village Board	10,980.54	62,268.91	77,141.00	(14,872.09)	80.72%
Administration	11,131.29	87,136.41	122,154.00	(35,017.59)	71.33%
Engineering & GIS	1,794.52	21,450.76	92,938.00	(71,487.24)	23.08%
Finance	19,497.07	162,091.15	220,959.00	(58,867.85)	73.36%
Clerk	16,643.98	139,788.11	168,150.00	(28,361.89)	83.13%
Community Development - Assessing	11,202.61	120,307.37	117,364.00	2,943.37	102.51%
Village Hall	8,433.81	59,151.48	69,116.00	(9,964.52)	85.58%
Municipal Court	6,102.21	49,904.83	65,897.00	(15,992.17)	75.73%
Unallocated	15,807.87	47,398.68	221,932.00	(174,533.32)	21.36%
Insurance	7,878.48	181,019.84	267,384.00	(86,364.16)	67.70%
Village Promotion and Goodwill	37,968.30	44,836.23	52,064.00	(7,227.77)	86.12%
Inspections	11,504.92	92,187.24	115,232.00	(23,044.76)	80.00%
Fire Operations	12,430.25	186,731.58	295,859.00	(109,127.42)	63.12%
Fire Allocated	28,277.13	300,109.08	364,070.00	(63,960.92)	82.43%
Crossing Guards	13,628.44	63,240.63	89,135.00	(25,894.37)	70.95%
Public Works Administration	1,607.03	12,657.55	29,947.00	(17,289.45)	42.27%
Street Repair and Maintenance	45,490.84	470,964.56	651,284.00	(180,319.44)	72.31%
Public Works Support Services	3,412.76	36,960.07	45,256.00	(8,295.93)	81.67%
Public Works Vehicle Maintenance	12,764.05	113,631.10	177,179.00	(63,547.90)	64.13%
Snow and Ice Control	3,449.55	143,824.73	244,095.00	(101,070.27)	58.73%
Weed Control	452.32	6,934.28	18,301.00	(11,366.72)	37.89%
Recycling	5,445.93	39,521.99	51,195.00	(11,673.01)	77.20%
Park	64,715.66	289,198.39	398,128.00	(108,929.61)	72.64%
Recreation	26,363.68	212,693.26	308,655.00	(95,961.74)	68.91%
Forestry	51,031.41	210,598.12	154,233.00	56,365.12	136.55%
Youth Football	4,600.00	8,488.60	15,100.00	(6,611.40)	56.22%
Community Band	-	1,530.48	6,100.00	(4,569.52)	25.09%
Economic Development	500.00	4,229.56	7,600.00	(3,370.44)	55.65%
Transfers	-	-	-	-	#DIV/0!
<b>Total General Fund Expenses</b>	<b>433,914.65</b>	<b>3,168,854.99</b>	<b>4,447,268.00</b>	<b>(1,278,413.01)</b>	<b>71.25%</b>
<b>GENERAL FUND NET REVENUES (EXPENSES)</b>	<b>(207,784.53)</b>	<b>(206,629.32)</b>	<b>(244,237.00)</b>	<b>37,607.68</b>	

**SANITATION**

Sanitation Revenues	47,202.27	470,905.00	514,200.00	43,295.00	91.58%
Sanitation Expenses	28,773.07	384,275.64	509,346.00	(125,070.36)	75.44%
<b>SANITATION NET REVENUES (EXPENSES)</b>	<b>18,429.20</b>	<b>86,629.36</b>	<b>4,854.00</b>	<b>168,365.36</b>	

	OCTOBER	YTD 2020	BUDGET 2020	VARIANCE	% OF BUDGET
<b>FIRE EQUIPMENT DONATION</b>					
Fire Equipment Donation Revenues	145.19	83,488.26	82,350.00	1,138.26	101.38%
Flag Pole Memorial Expenses	376.00	1,435.75	2,100.00	(664.25)	68.37%
<b>FIRE EQUIPMENT DONATION NET REVENUES (EXPENSES)</b>	<b>(230.81)</b>	<b>82,052.51</b>	<b>80,250.00</b>	<b>1,802.51</b>	
<b>AQUATICS</b>					
Aquatics Revenue	94.97	157,314.49	173,794.00	(16,479.51)	90.52%
Aquatics	6,481.58	130,823.57	173,794.00	(42,970.43)	75.28%
<b>AQUATICS NET REVENUES (EXPENSES)</b>	<b>(6,386.61)</b>	<b>26,490.92</b>	<b>-</b>	<b>26,490.92</b>	
<b>LIBRARY/CIVIC CENTER</b>					
Library/Civic Center Revenues	3,413.72	441,528.47	429,520.00	12,008.47	102.80%
Library/Civic Center	102,949.07	393,089.07	489,520.00	(96,430.93)	80.30%
<b>LIBRARY/CIVIC CENTER NET REVENUES (EXPENSES)</b>	<b>(99,535.35)</b>	<b>48,439.40</b>	<b>(60,000.00)</b>	<b>108,439.40</b>	
<b>CONSOLIDATED POLICE SERVICES</b>					
Consolidated Police Services Revenue	308,912.74	3,433,963.28	3,477,028.00	(43,064.72)	98.76%
Police Services Consolidated	344,487.17	2,720,539.92	3,477,028.00	(756,488.08)	78.24%
<b>CONSOLIDATED POLICE SERVICES NET REVENUES (EXPENSES)</b>	<b>(35,574.43)</b>	<b>713,423.36</b>	<b>-</b>	<b>713,423.36</b>	
<b>VAN LIESHOUT RECREATION CENTER</b>					
Van Lieshout Rec Center Revenues	339.30	4,166.05	14,750.00	(10,583.95)	28.24%
Van Lieshout Rec Center Expenses	150.72	22,012.69	30,766.24	(7,299.55)	71.55%
<b>VAN LIESHOUT NET REVENUES (EXPENSES)</b>	<b>188.58</b>	<b>(17,846.64)</b>	<b>(16,016.24)</b>	<b>(3,284.40)</b>	
<b>PROMOTIONAL FUND</b>					
Promotional Fund Revenues	43.56	5,389.95	18,400.00	(13,010.05)	29.29%
Promotional Fund Expenses	-	13,659.00	17,800.00	(4,140.20)	76.74%
<b>PROMOTIONAL NET REVENUES (EXPENSES)</b>	<b>43.56</b>	<b>(8,269.85)</b>	<b>600.00</b>	<b>(8,869.85)</b>	
<b>SPECIAL ASSESSMENTS</b>					
Special Assessment Revenue	53,255.43	255,690.99	276,489.00	(20,798.01)	92.48%
Special Assessment Expense	218.07	601,909.23	601,650.00	259.23	100.04%
<b>SPECIAL ASSESSMENTS NET REVENUES (EXPENSES)</b>	<b>53,037.36</b>	<b>(346,218.24)</b>	<b>(325,161.00)</b>	<b>(21,057.24)</b>	
<b>EQUIPMENT REVOLVING FUND</b>					
Equipment Revolving Revenue	2,330.04	86,916.47	170,076.00	(83,159.53)	51.10%
Equipment Revolving Expenses	49,950.00	97,342.59	123,000.00	(25,657.41)	79.14%
<b>EQUIPMENT NET REVENUES (EXPENSES)</b>	<b>(47,619.96)</b>	<b>(10,426.12)</b>	<b>47,076.00</b>	<b>(57,502.12)</b>	

	OCTOBER	YTD 2020	BUDGET 2020	VARIANCE	% OF BUDGET
<b>FACILITY AND TECHNOLOGY FUND</b>					
Facility and Technology Fund Revenues	17.74	74,726.99	73,250.00	1,476.99	102.02%
Facility and Technology Fund Expenditures	54,566.97	120,638.55	158,250.00	(37,611.45)	76.23%
<b>FACILITY AND TECHNOLOGY NET REVENUES (EXPENSES)</b>	<b>(54,549.23)</b>	<b>(45,911.56)</b>	<b>(85,000.00)</b>	<b>39,088.44</b>	
<b>TAX INCREMENT DISTRICT 4</b>					
Tax Increment District 4 Revenues	200,541.16	1,552,415.91	1,457,830.00	94,585.91	106.49%
Tax Increment District 4 Expenses	60,949.66	1,411,382.16	1,056,923.00	354,459.16	133.54%
<b>TAX INCREMENTAL DISTRICT 4 NET REVENUES (EXPENSES)</b>	<b>139,591.50</b>	<b>141,033.75</b>	<b>400,907.00</b>	<b>(259,873.25)</b>	
<b>TAX INCREMENT DISTRICT 5</b>					
Tax Increment District 5 Revenues	65.75	442,600.31	464,909.00	(22,308.69)	95.20%
Tax Increment District 5 Expenses	8,867.81	307,243.72	313,917.00	(6,673.28)	97.87%
<b>TAX INCREMENTAL DISTRICT 5 NET REVENUES OVER EXPENSES</b>	<b>(8,802.06)</b>	<b>135,356.59</b>	<b>150,992.00</b>	<b>(15,635.41)</b>	
<b>TAX INCREMENT DISTRICT 6</b>					
Tax Increment District 6 Revenues	2,510.18	5,895,588.42	2,317,617.00	3,577,971.42	254.38%
Tax Increment District 6 Expenses	6,228.92	942,447.60	3,035,669.00	(2,093,221.40)	31.05%
<b>TAX INCREMENTAL DISTRICT 6 NET REVENUES (EXPENSES)</b>	<b>(3,718.74)</b>	<b>4,953,140.82</b>	<b>(718,052.00)</b>	<b>5,671,192.82</b>	
<b>TAX INCREMENT DISTRICT 7</b>					
Tax Increment District 7 Revenues	7.68	93,325.56	97,612.00	(4,286.44)	95.61%
Tax Increment District 7 Expenses	70,186.27	114,602.60	155,630.00	(41,027.40)	73.64%
<b>TAX INCREMENTAL DISTRICT 7 NET REVENUES (EXPENSES)</b>	<b>(70,178.59)</b>	<b>(21,277.04)</b>	<b>(58,018.00)</b>	<b>36,740.96</b>	
<b>TAX INCREMENT DISTRICT 8</b>					
Tax Increment District 8 Revenues	835.42	2,014,163.10	614,600.00	1,399,563.10	327.72%
Tax Increment District 8 Expenses	4,450.73	150,600.81	775,273.00	(624,672.19)	19.43%
<b>TAX INCREMENTAL DISTRICT 8 NET REVENUES (EXPENSES)</b>	<b>(3,615.31)</b>	<b>1,863,562.29</b>	<b>(160,673.00)</b>	<b>2,024,235.29</b>	
<b>PARK IMPROVEMENT</b>					
Park Improvement Revenue	4,198.42	612,642.56	921,367.00	(308,724.44)	66.49%
Park Improvement Expenses	33,354.13	633,114.29	1,518,653.00	(885,538.71)	41.69%
<b>PARK IMPROVEMENTS NET REVENUES (EXPENSES)</b>	<b>(29,155.71)</b>	<b>(20,471.73)</b>	<b>(597,286.00)</b>	<b>576,814.27</b>	
<b>CAPITAL PROJECTS</b>					
Capital Projects Revenue	486.13	746,159.01	735,406.00	10,753.01	101.46%
Construction Projects	480,911.85	513,133.37	1,066,250.00	(553,116.63)	48.13%
Administration Capital Projects	20,215.66	191,579.17	209,720.00	(18,140.83)	91.35%
<b>TOTAL CONSTRUCTION EXPENSES</b>	<b>501,127.51</b>	<b>704,712.54</b>	<b>1,275,970.00</b>	<b>(571,257.46)</b>	<b>55.23%</b>
<b>CAPITAL PROJECTS NET REVENUES (EXPENSES)</b>	<b>(500,641.38)</b>	<b>41,446.47</b>	<b>(540,564.00)</b>	<b>582,010.47</b>	

	OCTOBER	YTD 2020	BUDGET 2020	VARIANCE	% OF BUDGET
<b>SEWER</b>					
Sewer Revenues	213,171.12	2,293,387.00	2,851,035.00	(557,648.00)	80.44%
Sewer Capital	3,788.09	93,226.37	113,696.00	(20,469.63)	82.00%
Sewer Financing	21,140.00	213,638.97	231,053.00	(18,214.03)	92.14%
Sewer Treatment	137,685.56	1,485,499.72	1,701,600.00	(216,100.28)	87.30%
Sewer Collection	12,103.55	142,208.07	175,033.00	(32,824.93)	81.25%
Sewer Customer A/R	9,386.57	68,970.36	119,144.00	(50,173.64)	57.89%
Sewer Admin and General	12,050.38	111,526.10	153,405.00	(41,878.90)	72.70%
<b>TOTAL SEWER EXPENSES</b>	<b>196,154.15</b>	<b>2,115,069.59</b>	<b>2,494,731.00</b>	<b>(379,661.41)</b>	<b>84.78%</b>
<b>SEWER NET REVENUES (EXPENSES)</b>	<b>17,016.97</b>	<b>178,317.41</b>	<b>356,304.00</b>	<b>(177,986.59)</b>	
<b>WATER UTILITY</b>					
Water Utility Revenues	201,040.98	1,944,292.36	2,325,196.00	(380,903.64)	83.62%
Water Capital Projects	270,336.51	737,926.96	1,205,051.00	(467,124.04)	61.24%
Water Financing	64,219.97	572,725.38	716,265.00	(143,539.62)	79.96%
Water Source	1,595.48	19,045.89	140,343.00	(121,297.11)	13.57%
Pumping	16,512.55	167,177.26	223,079.00	(55,901.74)	74.94%
Water Treatment	22,399.85	292,523.19	484,619.00	(192,095.81)	60.36%
Water Distribution	27,517.66	384,685.47	427,163.00	(42,477.53)	90.06%
Customer A/R	5,439.66	42,120.01	56,600.00	(14,479.99)	74.42%
Admin and General	8,485.57	111,030.28	156,366.00	(45,335.72)	71.01%
<b>TOTAL WATER EXPENSES</b>	<b>416,507.25</b>	<b>2,327,234.44</b>	<b>3,409,486.00</b>	<b>(1,082,251.56)</b>	<b>68.26%</b>
<b>WATER NET REVENUES (EXPENSES)</b>	<b>(215,466.27)</b>	<b>(382,942.08)</b>	<b>(1,084,290.00)</b>	<b>701,347.92</b>	
<b>STORMWATER UTILITY</b>					
Stormwater Revenue	98,028.83	1,134,875.51	1,317,845.00	(182,969.49)	86.12%
Stormwater Capital Projects	13,154.95	540,530.91	954,527.00	(415,483.71)	56.63%
Storm Financing	56,566.93	416,580.41	474,646.00	(58,065.59)	87.77%
Storm Pond Maintenance	6,571.74	78,135.33	117,531.00	(39,395.67)	66.48%
Storm Collection	38,428.88	189,469.04	322,766.00	(133,296.96)	58.70%
Storm Customer A/R	4,742.66	36,706.60	44,125.00	(7,418.40)	83.19%
Storm Admin and General	16,423.62	160,948.95	210,202.00	(41,253.05)	80.37%
<b>TOTAL STORM EXPENSES</b>	<b>135,888.78</b>	<b>1,430,371.24</b>	<b>2,123,797.00</b>	<b>(694,913.38)</b>	<b>67.35%</b>
<b>STORMWATER NET REVENUES (EXPENSES)</b>	<b>(37,859.95)</b>	<b>(295,495.73)</b>	<b>(805,952.00)</b>	<b>511,943.89</b>	

Majority of shared revenue is paid to us in November by the State

TID 4 Crosswinds Development Incentive more than budget as missed that was partial assessment in 2019, TID Revenue to offset

Property and Workers Comp Insurance premiums for all four quarters has been expensed

3rd Quarter Landfill billing for Sewer Utility has not been completed yet as working though meter reporting discrepancies

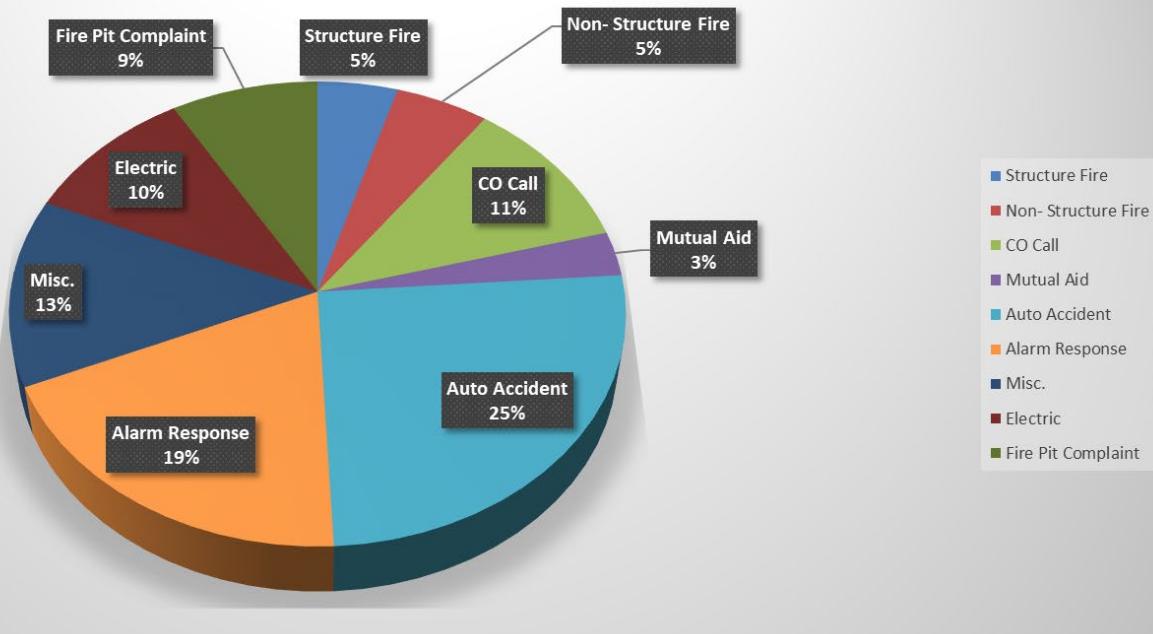
Reminder that capital assets are shown as expense in utilities until capitalized as part of year end audit preparation

# Little Chute Fire Department

## Little Chute Fire Department - 2020 Calls for Service

	Structure Fire	Non-Structure Fire	CO Call	Mutual Aid	Auto Accident	Alarm Response	Misc.	Electric	Fire Pit Complaint	2020 Total Responses	2019 Total Responses	2018 Total Responses	2017 Total Responses	2016 Total Responses	2015 Total Responses
<b>2020 SUMMARY</b>	6	7	14	4	33	25	17	13	11	130	202	165	172	155	132
October 2020 Calls	2	2	1		4	4	3		1	17					

### Call by Type - January through October of 2020 (94 Responses Total)





# Fox Valley Metro Police Department

- Upcoming and Recent Meetings
  - Metro Police Commission: 11/10/2020
  - Metro K-9 Foundation: 11/12/2020
  - Police Lights of Christmas Hand-Off Event 11/30/2020
- Metro staff is working with the Fox Valley Metro Professional Police Association on language for a Memorandum of Understanding (MOU) regarding the K-9 Handler's position and the sergeant's position for 2021. Metro officers are participating in 8 hours of unified tactics training during the month of October. Training includes scenario based, use-of-force decision making.
- October 21st was the, Cops and Culvers fundraising day for the Police Lights of Christmas program. Officers for the Fox Valley area were out at 22 area Culvers restaurants helping with delivering food orders in the drive through and collecting donations for this program. Metro officers were at the Culvers in Little Chute. The Police Lights of Christmas Program: Donated gift cards are stocked in squad cars throughout WI for officers to use to see a need- fill a need. HUNDREDS of officers have been able to help THOUSANDS of neighbors - changing the way COUNTLESS people view police!
- Officers have been participating in training at the Fox Valley Technical College, Public Safety Training Center. Officers practiced tactical room clearing and searching and participated in use-of-force, scenario-based training.



## ACTIVITY / PERFORMANCE METRICS

Below is a table showing a three-month comparison of calls for service and incidents in Little Chute.



### FOX VALLEY METRO POLICE DEPARTMENT

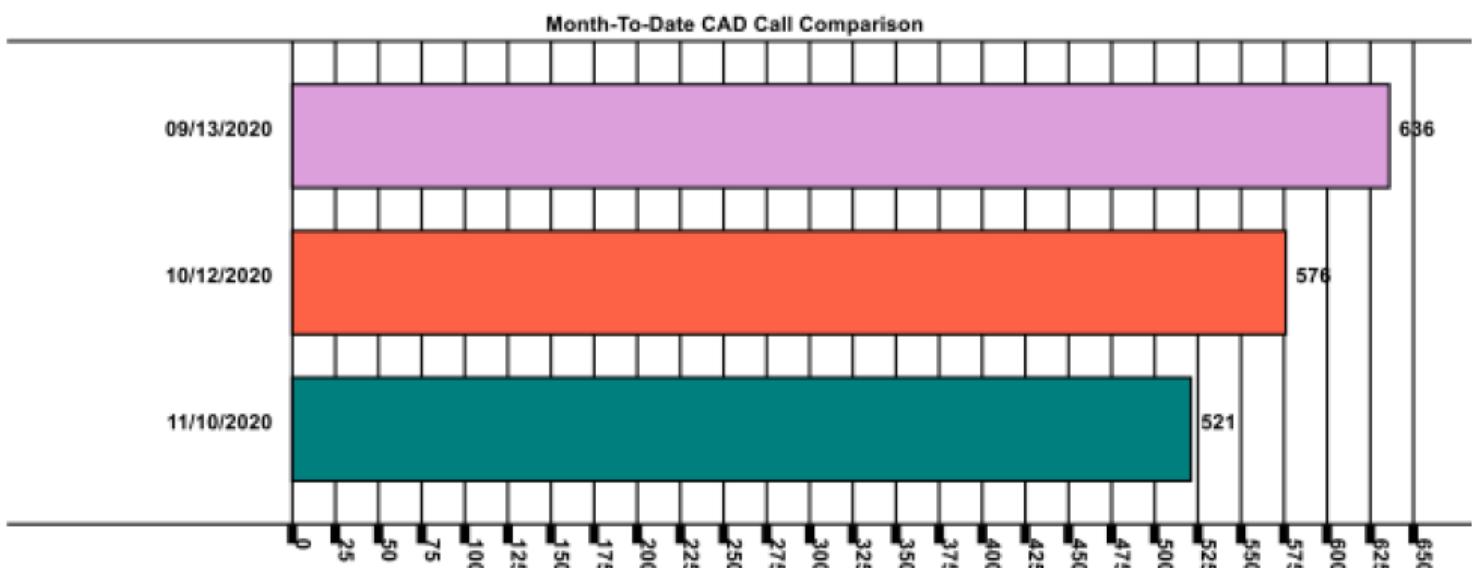
Month-to-Date CAD Call Detail

#### Month-To-Date CAD Received Calls

Call Nature	10/13/2020	09/14/2020	1 mo %	08/16/2020	2 mo %
	to 11/10/2020:	to 10/12/2020:	change:	to 09/13/2020:	change:
911 Misdial	59	55	7.3%	56	5.4%
Abandoned Vehicle	6	4	50.0%	5	20.0%
Abdominal A-Adam Response	0	0	N/A	2	-100.0%
Accident in a Parking Lot	5	3	66.7%	3	66.7%
Accident with Injury	1	0	N/A	1	0.0%
Accident with Scene Safety	0	2	-100.0%	0	N/A
Accident with Spill Cleanup	0	0	N/A	1	-100.0%
Allergies A-Adam Response	0	1	-100.0%	1	-100.0%
Allergies C-Charles Response	0	0	N/A	2	-100.0%
Allergies D-David Response	0	0	N/A	1	-100.0%
Animal Bite	1	0	N/A	2	-50.0%
Animal Call	11	20	-45.0%	16	-31.2%
Assist Citizen or Agency	31	34	-8.8%	27	14.8%
Back Problem C-CharlesResponse	1	1	0.0%	0	N/A
Bleeding C-Charles Response	0	0	N/A	1	-100.0%
Bleeding D-David Response	2	0	N/A	0	N/A
Breathing Problem C-Charles	2	0	N/A	0	N/A
Breathing Problem D-David	6	7	-14.3%	1	500.0%
Burglary	1	2	-50.0%	2	-50.0%
Carbon Monoxide Alarm	1	1	0.0%	0	N/A
Chest Complaint D-David	0	2	-100.0%	2	-100.0%
Civil Matter Assist	0	0	N/A	2	-100.0%
Civil Process	2	5	-60.0%	10	-80.0%
Crime Prevention	25	19	31.6%	46	-45.7%
Damage to Property	3	10	-70.0%	5	-40.0%
Disturbance	14	12	16.7%	20	-30.0%
Disturbance with a Weapon	1	0	N/A	0	N/A
Domestic Disturbance	4	1	300.0%	5	-20.0%
Domestic Disturbance w/Weapon	1	0	N/A	0	N/A
Drug Complaint	1	1	0.0%	1	0.0%
Emergency Committal	1	0	N/A	0	N/A

Fainting C-Charles	1	0	N/A	1	0.0%
Falls A-Adam Response	2	0	N/A	1	100.0%
Falls B-Boy Response	1	0	N/A	1	0.0%
Falls D-David Response	0	2	-100.0%	0	N/A
Fingerprinting	1	0	N/A	0	N/A
Fire Alarm Commercial	3	4	-25.0%	5	-40.0%
Fire Alarm Residential	1	0	N/A	0	N/A
Fire Unauthorized Burning	1	2	-50.0%	0	N/A
Fire Vegetation or Grass	0	1	-100.0%	1	-100.0%
Fire Vehicle Small	1	0	N/A	1	0.0%
Fireworks Complaint	0	0	N/A	3	-100.0%
Follow Up	34	21	61.9%	10	240.0%
Fraud Complaint	9	6	50.0%	10	-10.0%
Graffiti Complaint	1	1	0.0%	0	N/A
Harassment	4	5	-20.0%	6	-33.3%
Hazard in Roadway	9	8	12.5%	14	-35.7%
Heart Problem C-Charles	1	0	N/A	0	N/A
Heart Problem D-David	1	1	0.0%	1	0.0%
Jail GPS Checks	17	6	183.3%	7	142.9%
Juvenile Complaint	4	11	-63.6%	11	-63.6%
Law Alarms - Burglary Panic	7	6	16.7%	5	40.0%
Law Enforcement Medical	0	1	-100.0%	0	N/A
Lost or Found Valuables	8	6	33.3%	14	-42.9%
Medical Assistance No Injury	3	2	50.0%	3	0.0%
Medical Pre-Alert	5	3	66.7%	1	400.0%
Motorist Assist	14	21	-33.3%	15	-6.7%
Natural Gas or Propane Leak	0	1	-100.0%	0	N/A
Noise Complaint	1	3	-66.7%	5	-80.0%
Ordinance Violation	7	5	40.0%	12	-41.7%
Parking Enforcement	5	6	-16.7%	5	0.0%
Parking Request	1	1	0.0%	1	0.0%
Reckless Driving Complaint	16	27	-40.7%	19	-15.8%
Residence Lockout	1	2	-50.0%	0	N/A
Restraining Order Tracking	1	0	N/A	0	N/A
Retail Theft	1	1	0.0%	0	N/A
Runaway Juvenile	3	1	200.0%	1	200.0%
Scam	1	0	N/A	1	0.0%
Seizure C-Charles Response	0	1	-100.0%	0	N/A
Seizure D-David Response	0	0	N/A	1	-100.0%
Sex Offense	0	1	-100.0%	2	-100.0%
Sick A-Adam	1	2	-50.0%	2	-50.0%

Sick C-Charles	3	2	50.0%	3	0.0%
Sick D-David	1	0	N/A	0	N/A
Spill Cleanup	0	0	N/A	2	-100.0%
Stroke C-Charles	0	0	N/A	2	-100.0%
Structure Fire Smoke or Flame	4	0	N/A	1	300.0%
Suspicious Incident	17	23	-26.1%	21	-19.0%
Suspicious Person	4	7	-42.9%	6	-33.3%
Suspicious Vehicle	6	8	-25.0%	16	-62.5%
Theft Complaint	5	11	-54.5%	7	-28.6%
Traffic Enforcement	1	3	-66.7%	9	-88.9%
Traffic Stop	66	100	-34.0%	123	-46.3%
Transport	1	0	N/A	1	0.0%
Transport Accident B-Boy	0	3	-100.0%	0	N/A
Transport Accident D-David	1	0	N/A	1	0.0%
Traumatic Injuries B-Boy	0	1	-100.0%	0	N/A
Traumatic Injuries D-David	0	1	-100.0%	0	N/A
Trespassing	0	1	-100.0%	6	-100.0%
Truancy	2	3	-33.3%	0	N/A
Unconscious D-David	2	2	0.0%	1	100.0%
Unknown Problem B-Boy	0	1	-100.0%	0	N/A
Unknown Problem D-David	0	0	N/A	1	-100.0%
Unlocked or Standing Open Door	4	1	300.0%	2	100.0%
Vehicle Accident	11	14	-21.4%	15	-26.7%
Vehicle Lockout	9	5	80.0%	8	12.5%
Vehicle Pursuit	0	1	-100.0%	0	N/A
Violation of Court Order	4	2	100.0%	1	300.0%
Wanted Person or Apprehension	2	5	-60.0%	3	-33.3%
Weapon Violation	0	1	-100.0%	2	-100.0%
Welfare Check	32	42	-23.8%	33	-3.0%
Wire Down	1	1	0.0%	1	0.0%



# Kimberly/Little Chute Joint Public Library

## HIGHLIGHTS

- Updated self-service kiosks - new software installed
- Fox Cities Book Festival
- Approved pandemic service plan
- Collection development and digital services review
- Ordered second director laptop and four workstations

## TOP PRIORITIES FOR NOVEMBER

- Facilitate installation of outdoor Wi-Fi access points
- Follow up on laptops for circulation grants
- Continue to review and revise practices to serve during COVID-19
- Collection development and digital services review
- Update self-service kiosks receipts
- Fox Cities Book Festival
- Review Statistics

## UPCOMING EVENTS

- Watch our Social Media and digital newsletter for program announcements.

# Parks, Recreation and Forestry Department

## HIGHLIGHTS

- Construction continued on the Nelson Crossing.
  - The first steel girders were installed.
  - Final grading and staking in preparation of asphalt paving was completed.
  - Retaining wall was completed on the west side.
  - Rail removal and CN rails to trail acquisition was completed.
- Planted the remainder of the 126 trees that were scheduled to be planted through our WI DNR Catastrophic Storm Grant.
- Finished installation of the concrete sidewalk from Lincoln Ave to the Heesakker Playground.
- Applied a coat of paint to the wading pool and half of the large pool. We plan to paint the other half in spring.
- Installed the 5 benches at Creekview Park donated by Nestle.
- Fall Youth Soccer Program and Flag Football Programs finished their seasons the third week of the month; all players received award ribbon.
- Held jets football awards & treat day for players on 10/12 at park in separate assigned areas. Last jets games held 10/13. Held player equipment hand-in on 10/19.
- Held deer culling shooting proficiency testing for hunters 10/24. Final application deadline was 10/28. Held lottery draw for hunters on 10/29; assigned week and zone as selections were made.
- Received \$3,000 donation from Great Wisconsin Cheese Festival to replace some of our jets football equipment; placed order for some new helmets and shoulder pads.

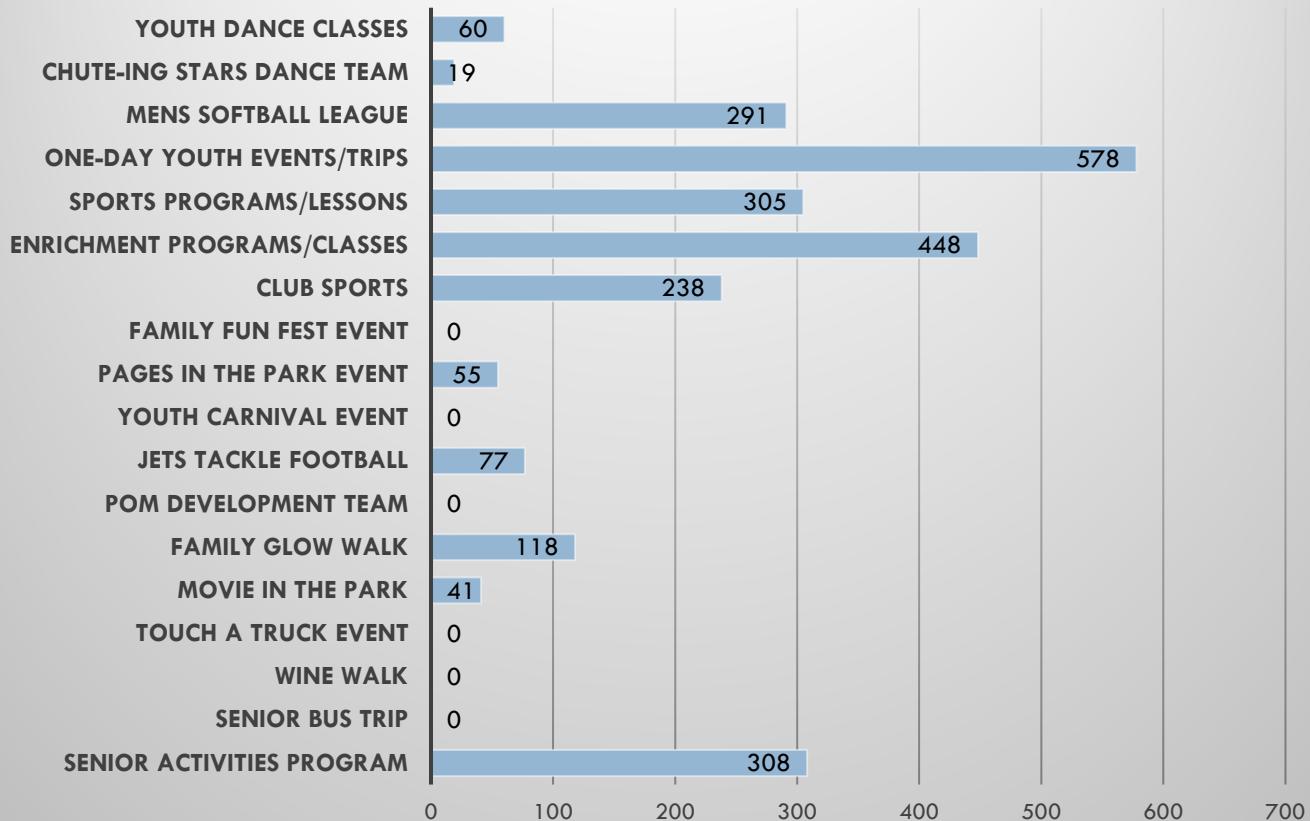


## TOP PRIORITIES FOR NOVEMBER

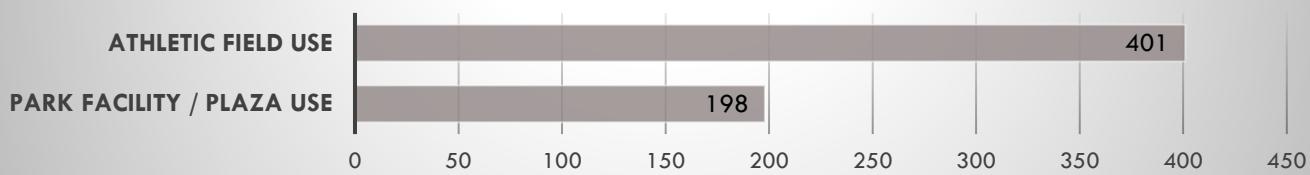
- Continue construction on the Nelson Crossing.
  - Steel girder installation
  - Asphalt trail installation on the Little Chute side of the river.
  - Abutment installation on the Kaukauna side of the river.
- Begin drafting RFP's for the Comprehensive Outdoor Recreation Plan and Splash Pad Study.
- Continue to fundraise for the Heesakker ADA Canoe/Kayak Launch project.
- Review work order software and select a qualified company to host our work order software system in the Parks, Recreation, Forestry and Public Works Departments.
- Preparation for the TDS Metrocom Construction in the right of way as it relates to forestry.
- Prep work for startup of indoor yoga classes (class notification of safety modifications in place, reminder of facemask requirement, tape lines for placement of yoga mats for social distancing)
- Prep work for upcoming deer culling (background checks, permits to hunters, list to FVMPD, park closed ads, facebook posts, no trespassing signs, park closed signs).



## 2020 Year-To-Date PROGRAM PARTICIPATION



## 2020 Year-To-Date...



## 2020 TO-DATE POOL PARTICIPATION COUNTS



# Department of Public Works

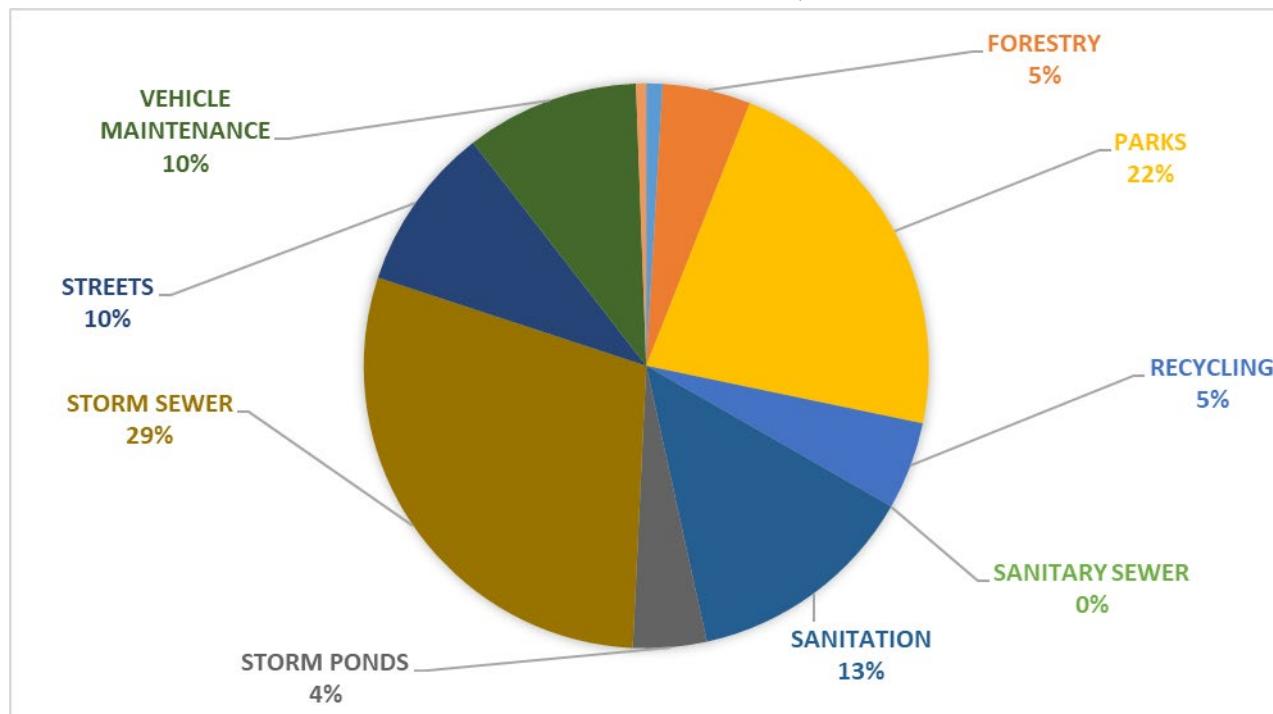
## HIGHLIGHTS

- All erosion control and storm water permits were monitored.
- Continued to work to find resolution regarding Outagamie County Landfill leachate entering the sanitary collection system.
- Restored asphalt pavement due to water breaks.
- Inspected traffic signals and pedestrian lights.
- Finished painting the Industrial Storm pump.
- Leaf collection started. Completed one route of the Village weekly.
- Reviewed and confirmed plow routes and prepped snow equipment for winter.
- Checked and ran lift bridge to make sure in working order.
- Temporary patch at Main Street and Pine Street cross walk to due deterioration.
- Collected monthly metal bulky items and quarterly metal white goods at the end of the month.

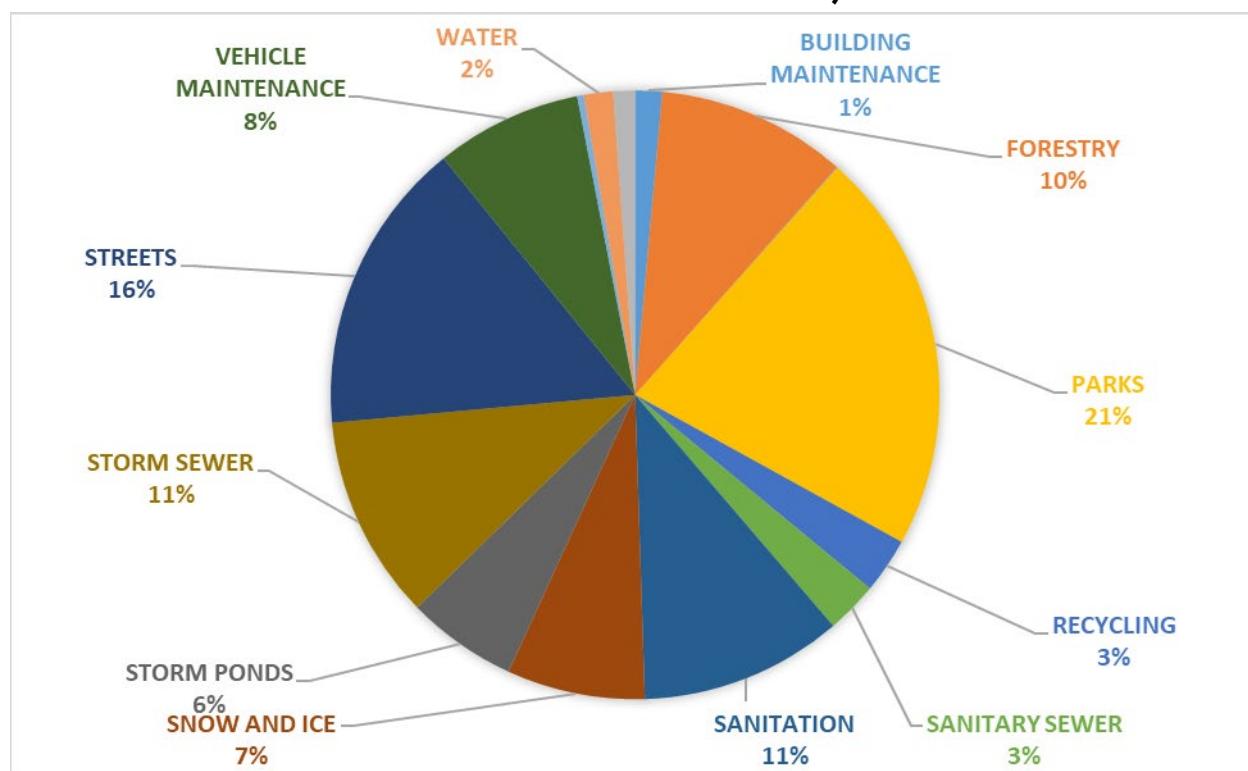
## TOP PRIORITIES FOR NOVEMBER

- Continue to evaluate the Village storm water ponds.
- Update preventive maintenance plans for sanitary and storm sewers.
- Meet with The Village of Kimberly to develop refuse truck specifications and update the Fleet Management Plan.
- Identify and repair sanitary sewer inflow and infiltration (I&I).
- Continue with leaf collection.
- Hold pre-con meeting for TDS fiber installation.

## OCTOBER 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

- The utility installation in the month of September for Freedom Road and Hickory Drive is provided below.

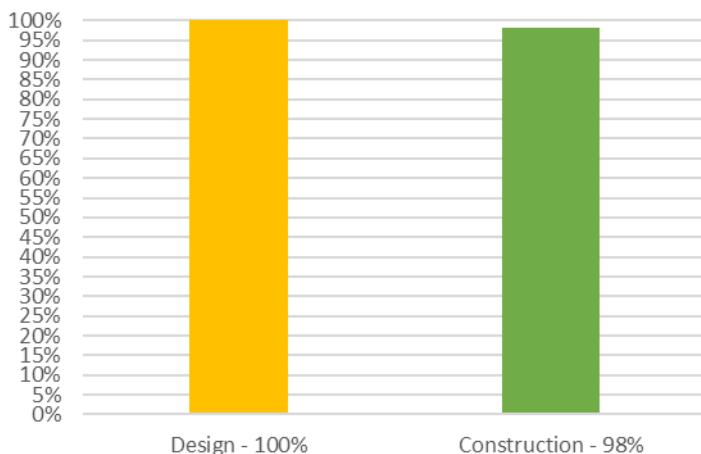
October 2020 Utility Installation and Abandonments		
Freedom Road & Hickory Drive		
SANITARY SEWER	Installed	Abandoned/Removed
8" PVC Sanitary Main	L.F. 380.00	
10" PVC Sanitary Main	L.F. 1,515.00	
15" PVC Sanitary Main	L.F. 120.00	
6" PVC Sanitary Lateral	L.F. 66.00	
4-Ft Dia. Standard Sanitary Sewer MH	E.A. 8	1
STORM SEWER	Installed	Abandoned/Removed
12" RCP Storm Sewer Main	L.F. 130.00	
15" RCP Storm Sewer Main	L.F. 57.00	
18" RCP Storm Sewer Main	L.F. 350.00	
21" RCP Storm Sewer Main	L.F. 1,045.00	
24" RCP Storm Sewer Main	L.F. 182.00	
Storm Sewer-Inlet/Catch Basin	E.A. 10	
4-Ft Dia. Standard Storm Sewer MH	E.A. 6	
WATER MAIN	Installed	Abandoned/Removed
6" PVC Water Main	L.F. 199.5	
12" PVC Water Main	L.F. 2,212.00	
6" Water Valves	E.A. 7	
12" Water Valves	E.A. 7	
Fire Hydrants	E.A. 5	1

- Carol Lynn Drive, Homewood Court - Pavement restoration was completed for this project in the month of October as well as terrace landscaping.
- Moasis Water Main Reconstruction – Pavement restoration was completed for this project in the month of October with minor greenspace areas left to be top soiled and seeded.
- Downtown Hotel Storm Sewer & Lyle Street Storm Sewer Project – These projects went to bid in October and Contractor selection is expected to occur on November 11th.
- Freedom Road and Hickory Drive Urbanization – All utilities were completed for this project in the month of October with paving operations to follow. An early November completion is expected.
- Ebb Trail and Storm Sewer – The Contractor selected for this project is Superior Sewer and Water, Inc.

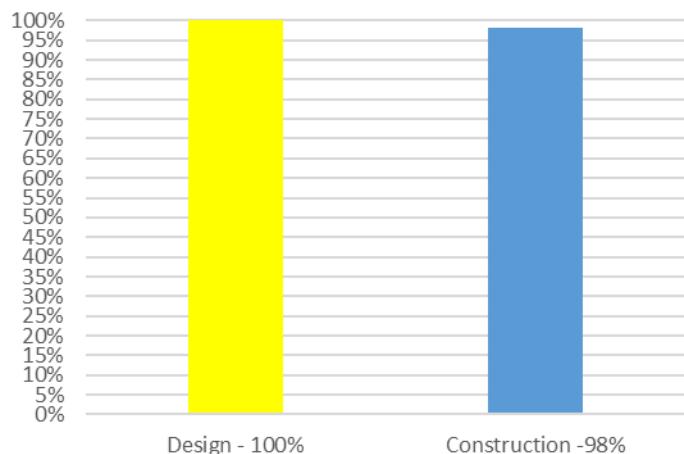
## TOP PRIORITIES FOR NOVEMBER

- Carol Lynn Drive, Homewood Court and Moasis Water Main Reconstruction – Final quantities and punch list items are the priority for these three projects for the month of November.
- Downtown Hotel Storm Sewer & Lyle Street Storm Sewer Project Extension – It is our goal to have the contractor selected and the contract finalized for an early December construction start.
- Freedom Road and Hickory Drive Urbanization – An early November completion is expected for this project with a walk through and punch list prepared.
- Site Plan Review – Review continues into November for private development projects.
- Other active work projects – Design for 2021 projects will begin in November with additional scheduling information to follow next month. Field survey and base mapping are complete for Evergreen Drive, Hartzheim Drive, and Pine Street Parking. Pheasant Run Storm Sewer will be surveyed soon. Leaves were hindering field survey work.
- Civil Design Technician – Our active search to fill this position has provided a solid applicant. A second interview is being scheduled for mid-November, but applications are being accepted until the position is filled

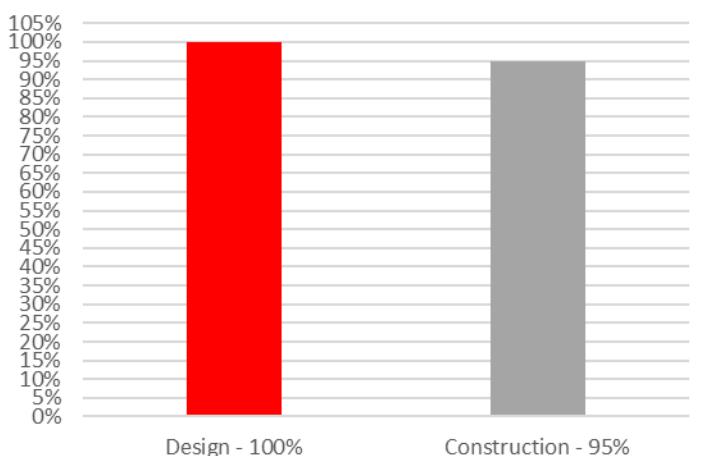
## Carol Lynn Drive



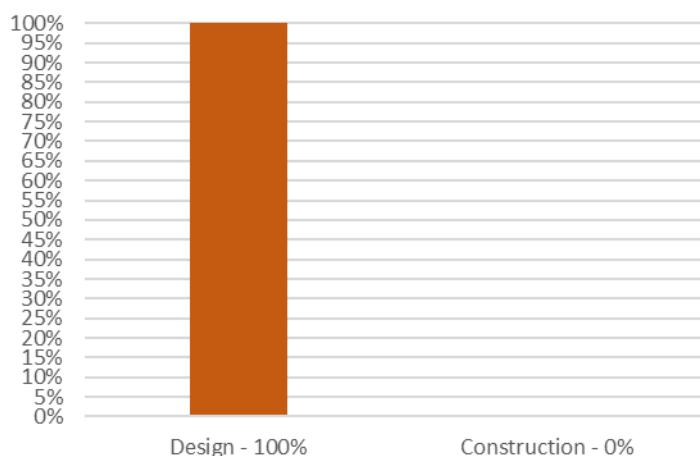
## Homewood Court



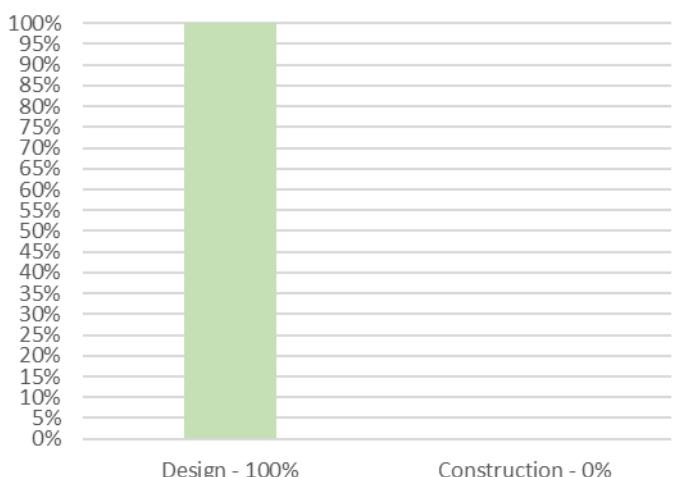
## Moasis Drive Water Main



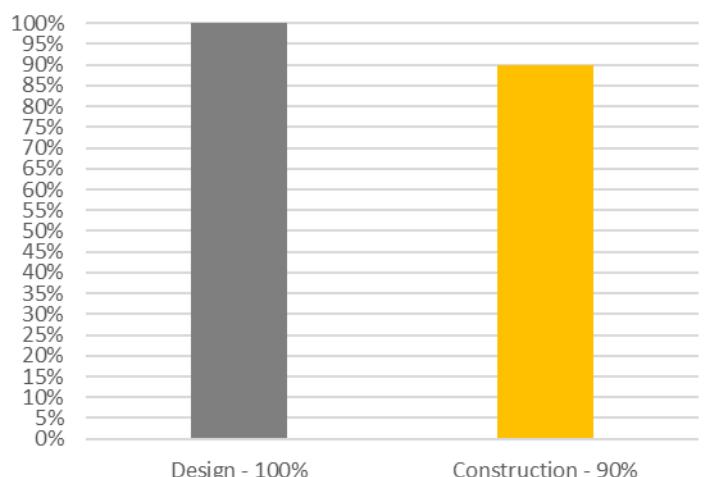
## Downtown Storm Sewer - Hotel



## Ebben Storm Sewer



## Hickory Drive Reconstruction



## BUILDING CODE ANALYSIS

## PROPOSED BUILDING:

1851 E. ELM DRIVE  
LITTLE CHUTE WI, 54140

## PROJECT INFORMATION:

## USE AND OCCUPANCY CLASSIFICATION: GROUP "S-1", STORAGE

## TYPE OF CONSTRUCTION: TYPE VB

GENERAL BUILDING HEIGHT AND AREA:  
PROPOSED FIRST FLOOR AREA: TOTAL 7200 SQ.FT.  
AREA ALLOWABLE:13,500 SQ.FT. (506.2)  
NON HEATED & NON OCCUPIED

**FIRE RESISTIVE & RATED CONSTRUCTION:**

- NO SPECIAL REQUIREMENTS FOR THIS PROJECT
- ALL REQUIREMENTS OF THIS CHAPTER HAVE BEEN  
REVIEWED AND APPLIED TO THIS BUILDING

FIRE PROTECTIVE SYSTEM:

- NO HAZARDOUS MATERIALS STORED IN BUILDING
- NO CONTROL AREAS REQUIRED PER 903.2.9
- NO SPECIAL REQUIREMENTS FOR THIS PROJECT
- ALL REQUIREMENTS OF THIS CHAPTER HAVE BEEN REVIEWED  
AND APPLIED TO THIS BUILDING
- NONSPBINKI EBED

OCCUPANCY LOAD:  
USE "S-1"  
TOTAL # OF OCCUPANTS= NON OCCUPIED  
ALL OTHER AREAS, STORAGE AND UTILITY ARE ACCESSORY TO "S-1"

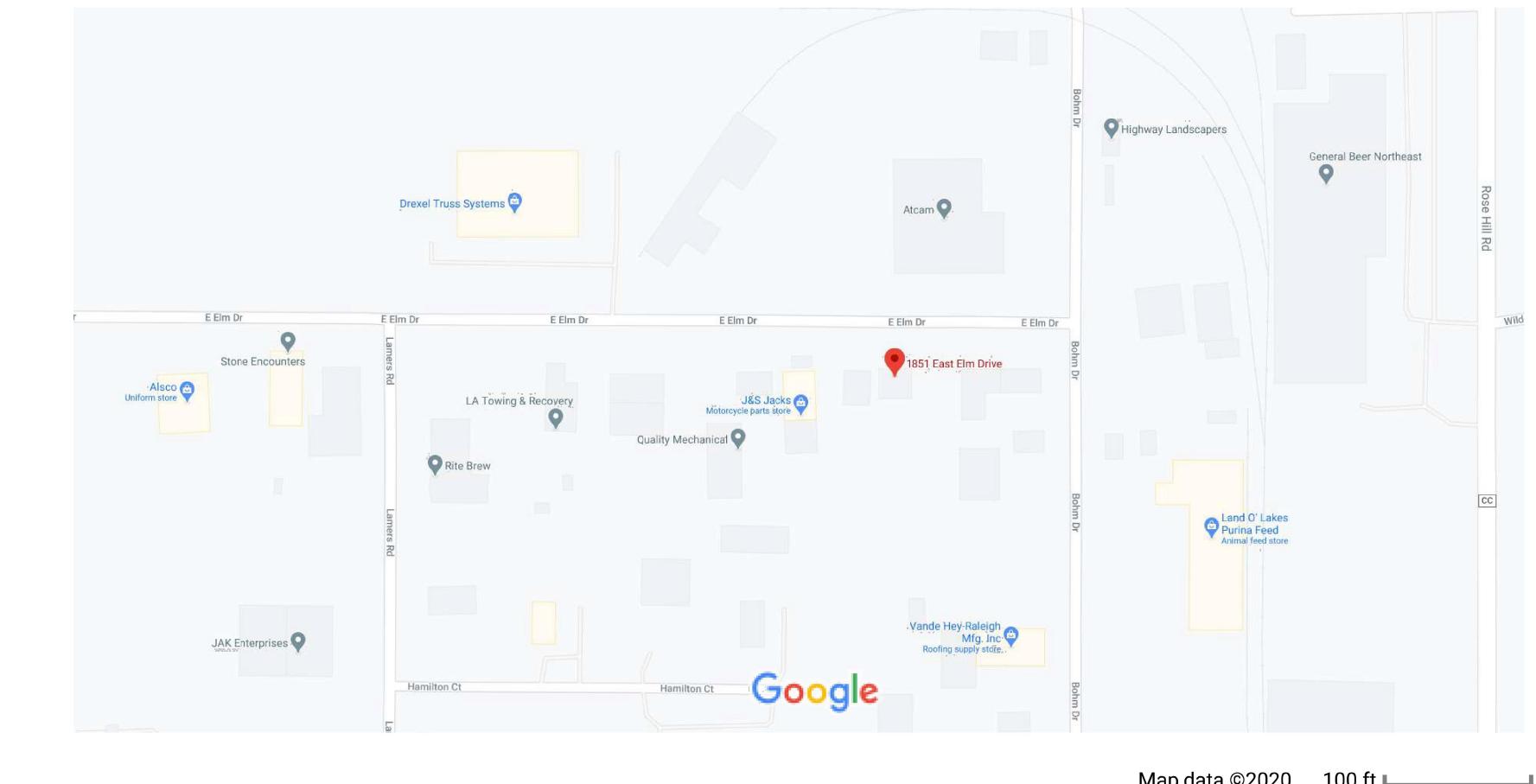
ALL CONSTRUCTION OF THIS BUILDING SHALL MEET OR EXCEED ALL APPLICABLE ORDINANCES, CODES AND STANDARDS. IN THE CASE OF CONFLICT, THE MOST STRINGENT SHALL APPLY

IBC 2015  
IMC 2015  
STATE OF WISCONSIN PLUMBING CODE  
NATIONAL ELECTRICAL CODE  
UNIFORM FIRE PROTECTION CODE

# VDH STORAGE BLDG

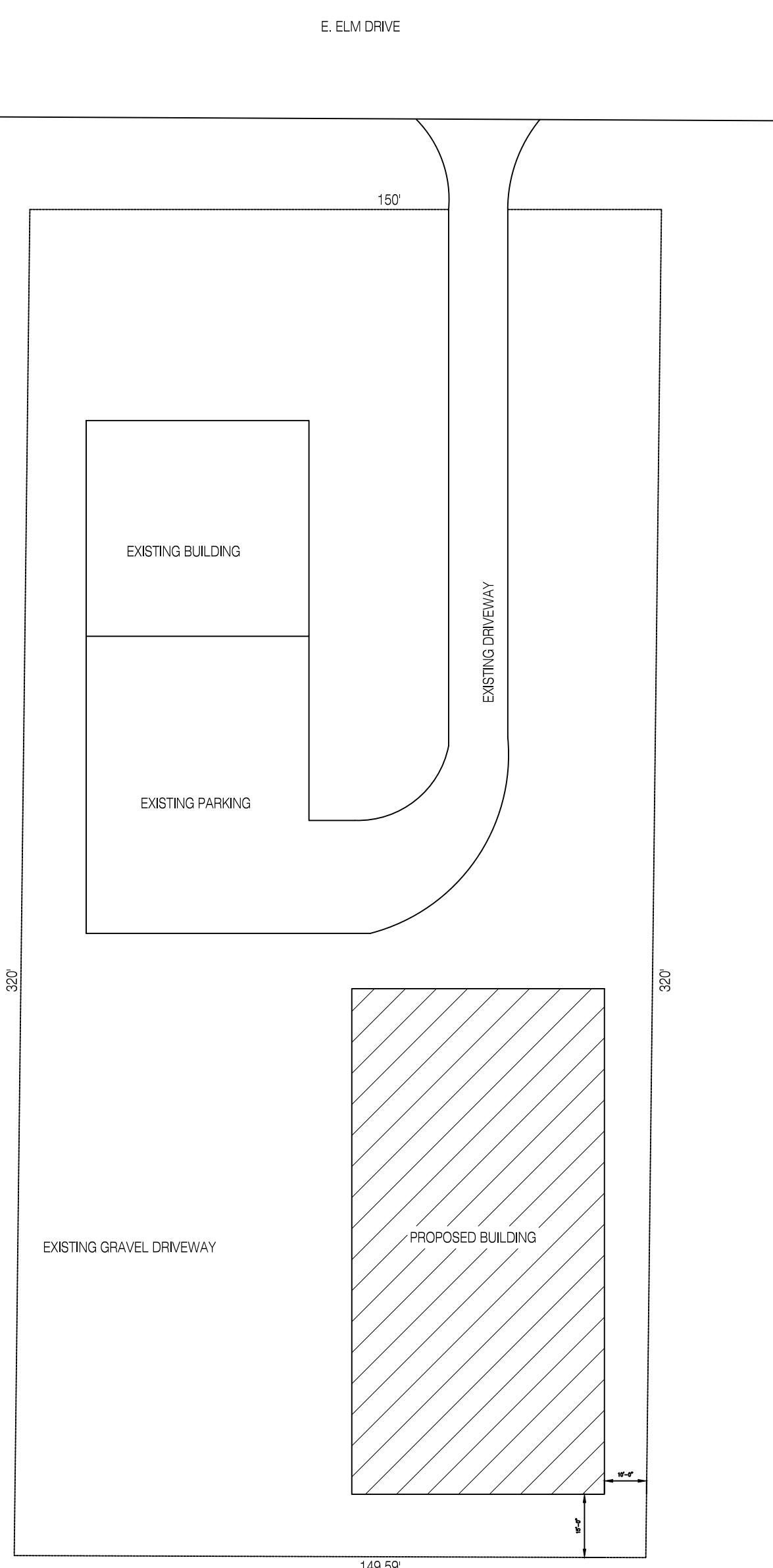
1851 E. ELM DRIVE LITTLE CHUTE, WI 54140

Google Maps 1851 E Elm Dr



# BUILDING LOCATION

## SCALE: NTS



# SITE PLAN

SCALE: 1" = 30'

OUTAGAMIE COUNTY LOADING

ROOF LOAD Pg=35 psf LL, 15psf DL  
WIND LOAD= 110 PSF/120 (3 SEC)

# SHEET INDEX

- A1.0-TITLE
- A2.0-FIRST FLOOR PLANS
- A3.0-ELEVATIONS
- A4.0-FOUNDATION
- A5.0-DETAILS

PROPOSED BUILDING:  
VDH STORAGE BLDG  
11851 E. ELM DRIVE  
MURKIN, OKLAHOMA

DATE 10-9-2020
SHEET A1.0
PROJECT NUMBER 2010-104

Christina CD  
CHRISTINA DESIGNS  
920-740-4514  
Christina@ChristinaDesigns.net

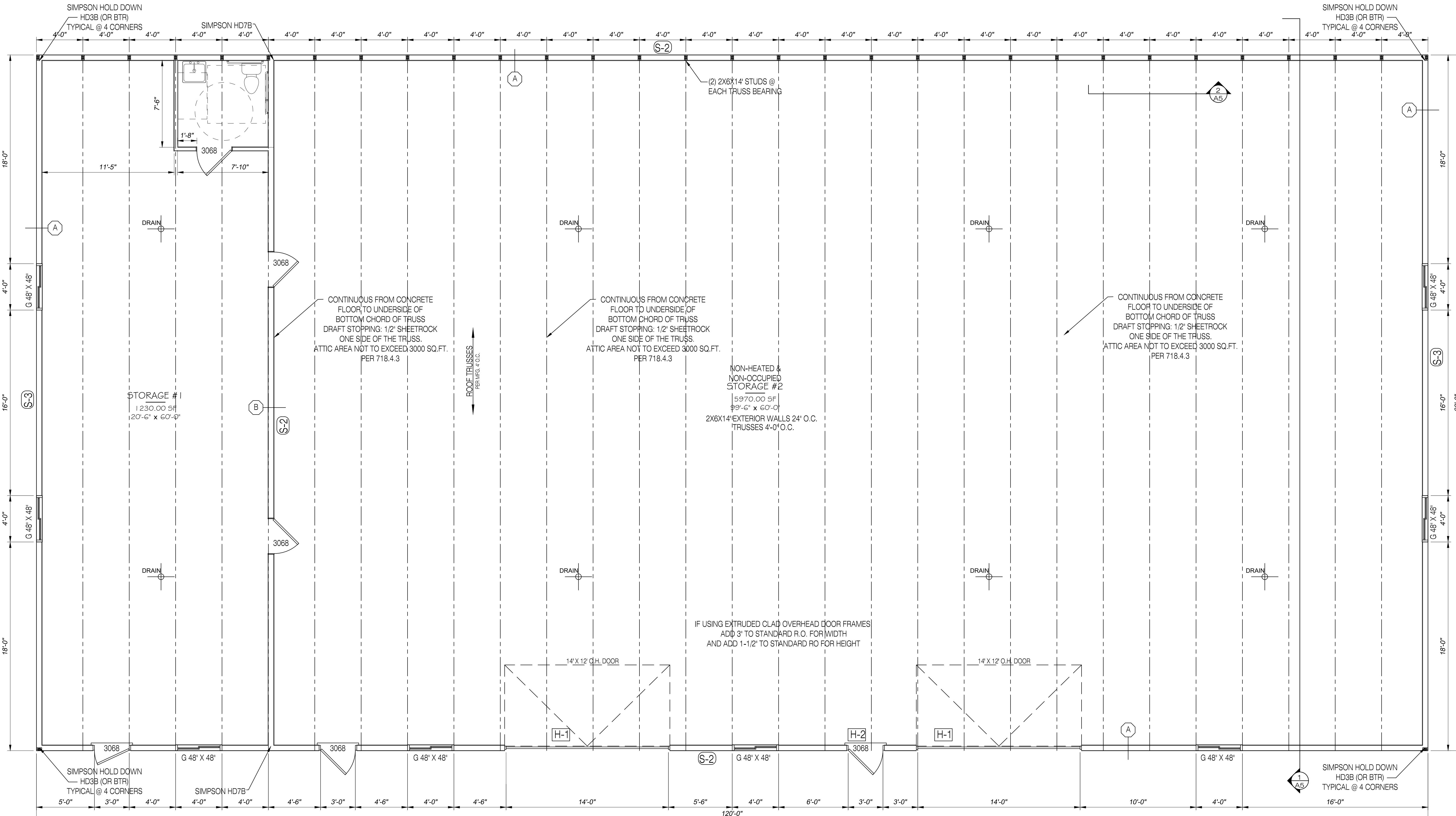
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Architect:  
**Daniel J. Meissner**  
**AIA, LLC**  
11230 E. Calumet Street Appleton, WI

---

# PROPOSED FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"



PROPOSED BUILDING:  
VDH STORAGE BLDG  
1851 E. ELM DRIVE  
LITTLE ROCK, ARKANSAS

Architect: **Daniel J. Meissner**  
**DAIA, LLC**  
2330 E. Calumet Street Appleton, WI 54914

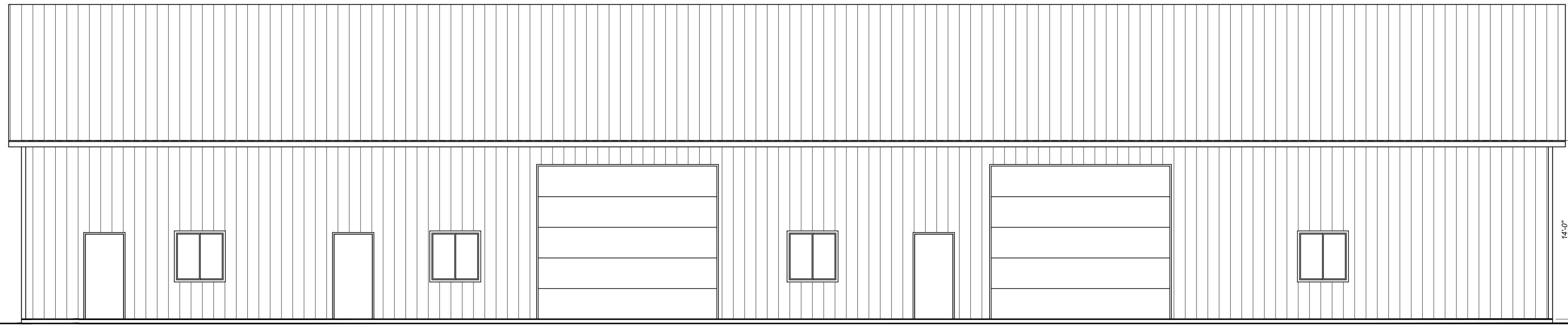
Christina CD Designs

CHRISTINA DESIGNS

920-740-4514

Christina@ChristinaDesigns.net

REV. NO.	DATE	DESCRIPTION
	10-12-2020	
	10-14-2020	
	10-23-2020	



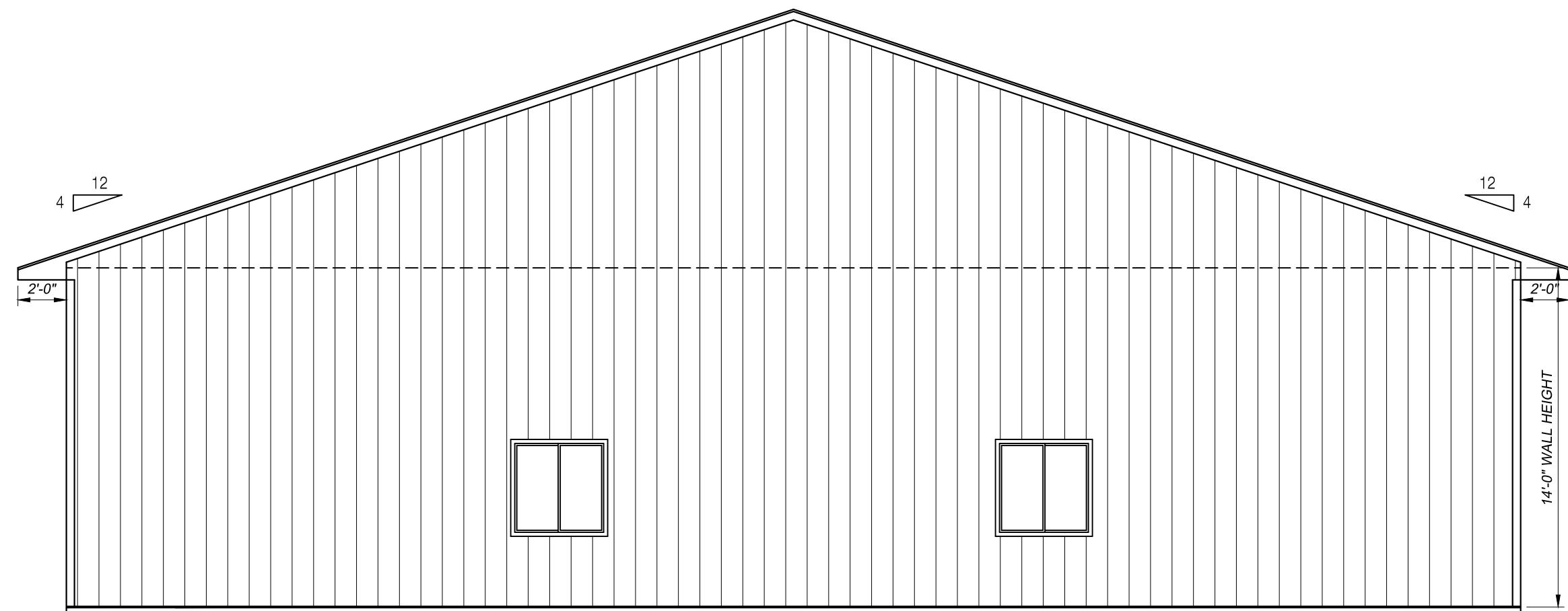
ELEVATION NOTES:  
EXCEPTIONS NOTED ON PLAN

1. ROOF PITCH 4/12
2. HEEL HEIGHT: MIN 7'
3. EAVE OVERHANG: 24"
4. GABLE OVERHANG: 12"
5. 2X4 PURLINS (FLAT) 24" O.C.
6. 6' FASCIA (TYPICAL)

REV. NO.	DATE	DESCRIPTION
	10-12-2020	
	10-14-2020	
	10-23-2020	

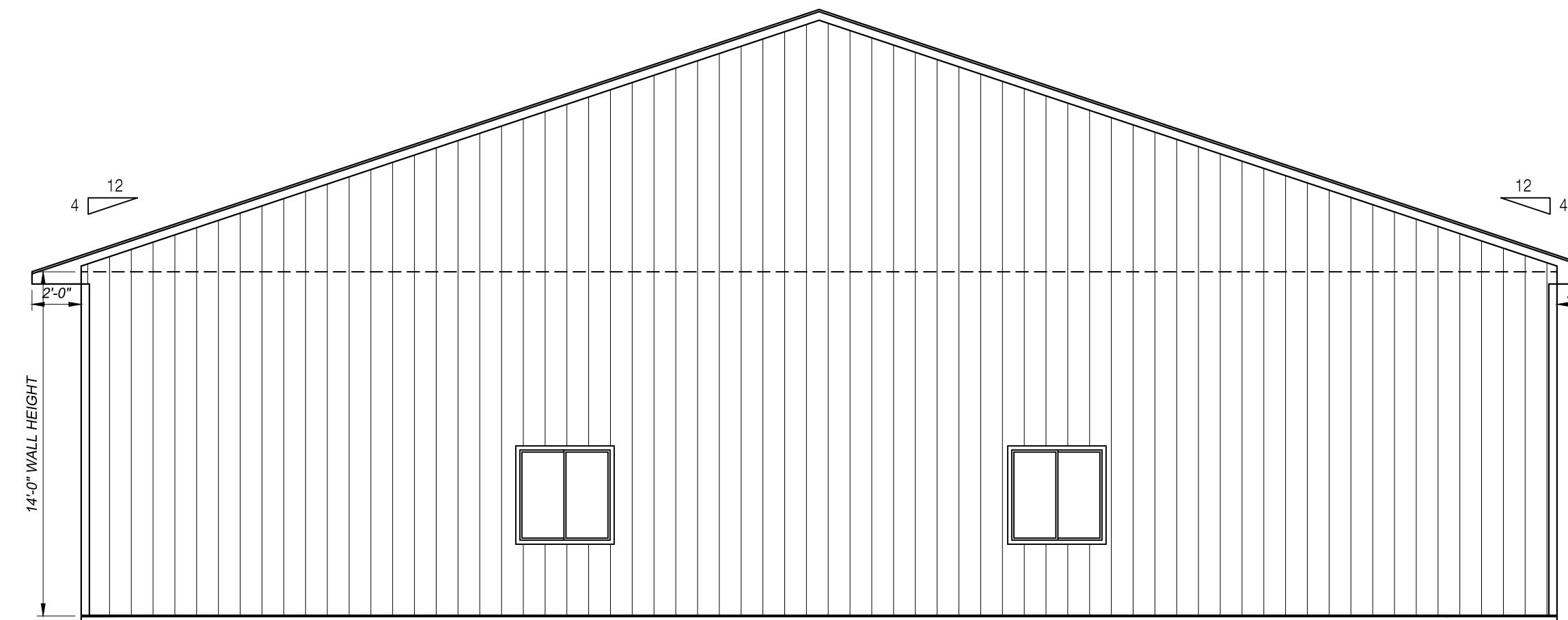
## FRONT ELEVATION

SCALE: 3/16" = 1'-0"



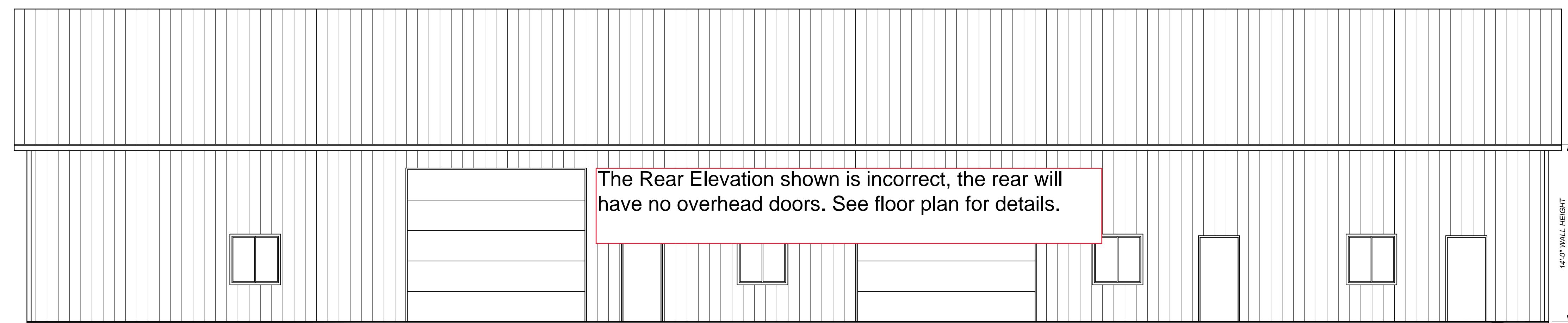
## RIGHT ELEVATION

SCALE: 3/16" = 1'-0"



## LEFT ELEVATION

SCALE: 3/16" = 1'-0"



## REAR ELEVATION

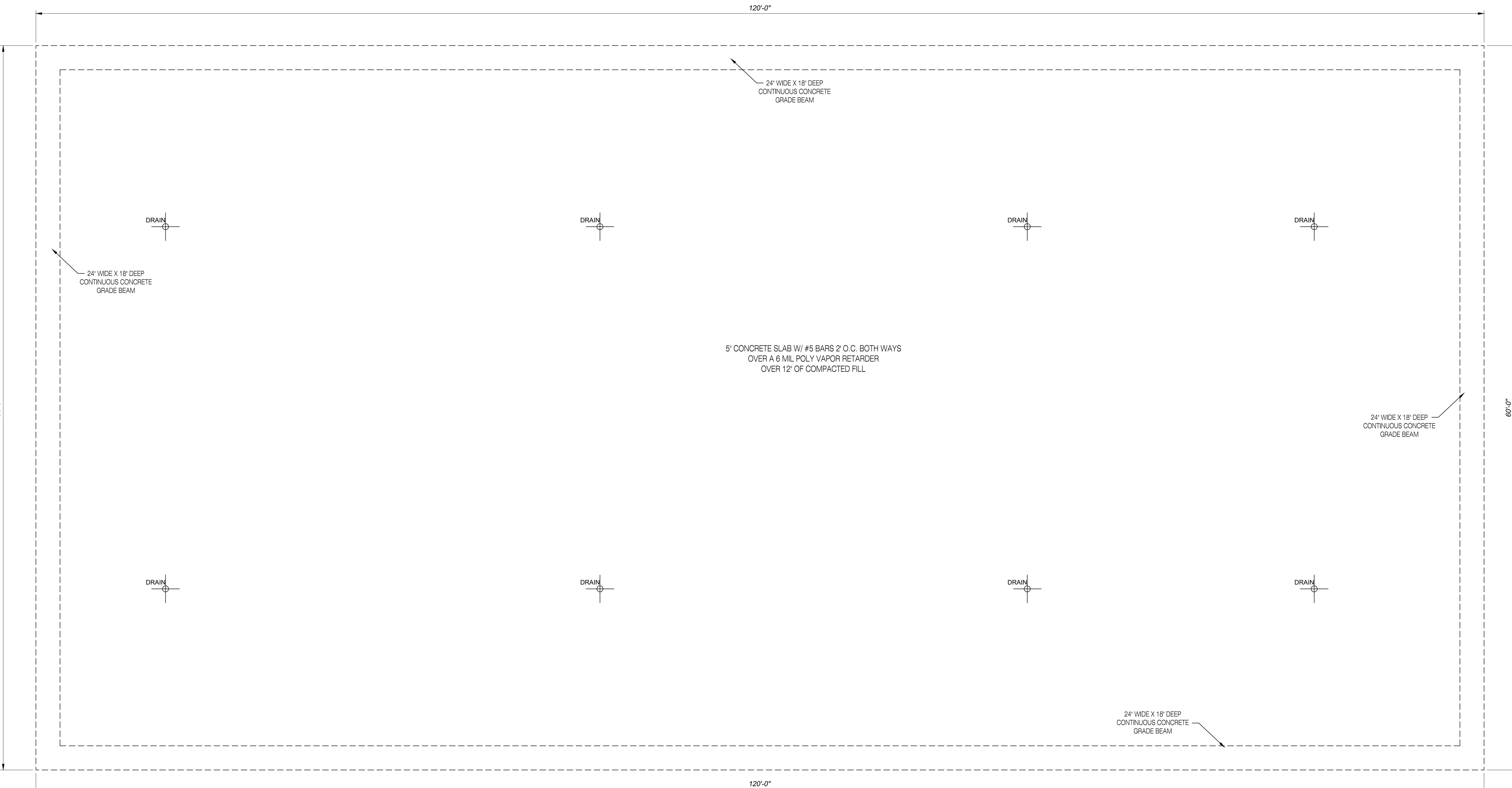
SCALE: 3/16" = 1'-0"

PROPOSED BUILDING:  
VDH STORAGE BLDG  
1851 E. ELM DRIVE  
LITTLE CHUTE, WI 54140

DATE  
10-09-2020  
SHEET  
A30  
PROJECT NUMBER  
2010-104

CHRISTINA CO Designs  
CHRISTINA DESIGNS  
920-740-4514  
Christina@ChristinaDesigns.net

Architect:  
**Daniel J. Meissner**  
AIA, LLC  
1230 E. Calumet Street Appleton, WI  
920.428.0982



## FOUNDATION PLAN

SCALE: 1/4" = 1'-0"

REV. NO.	DATE	DESCRIPTION
	10-12-2020	
	10-14-2020	
	10-23-2020	

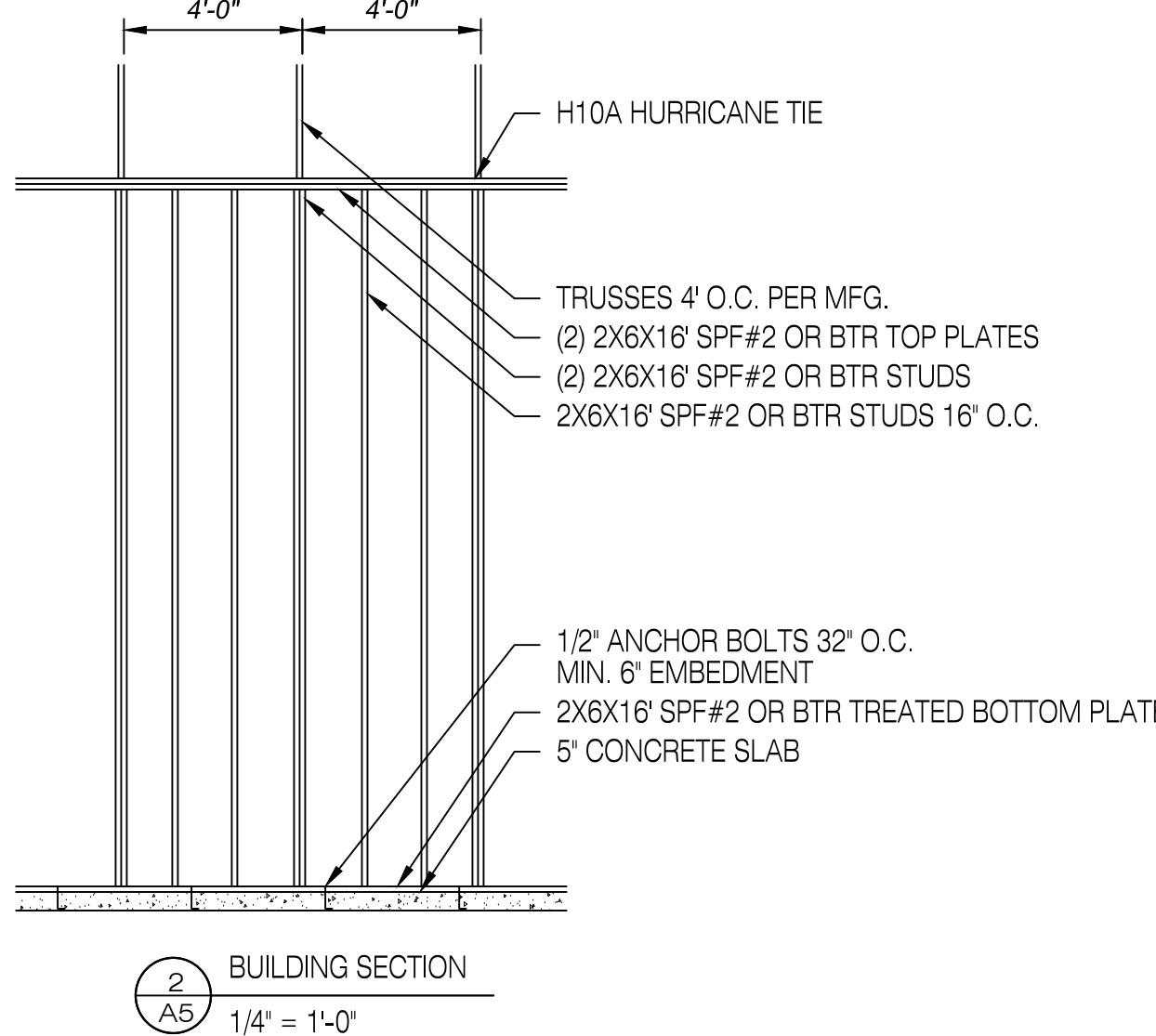
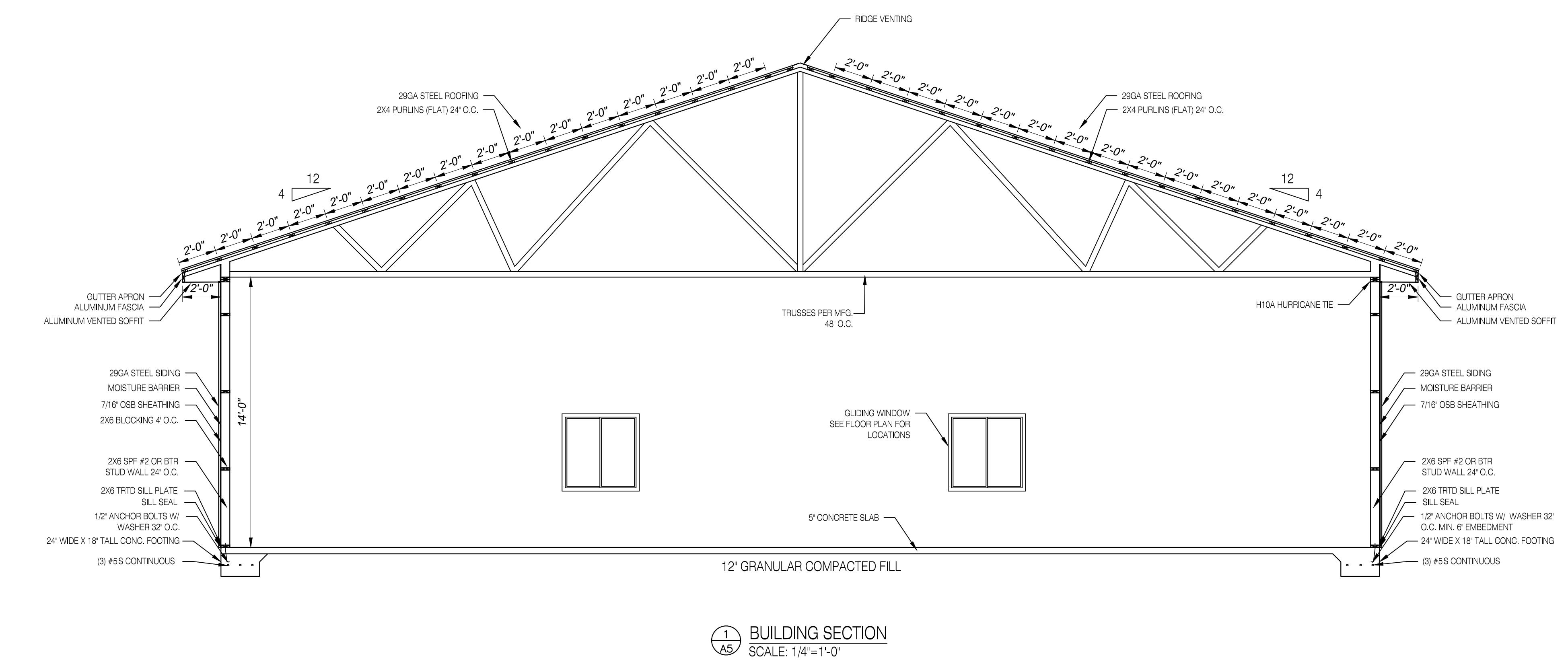
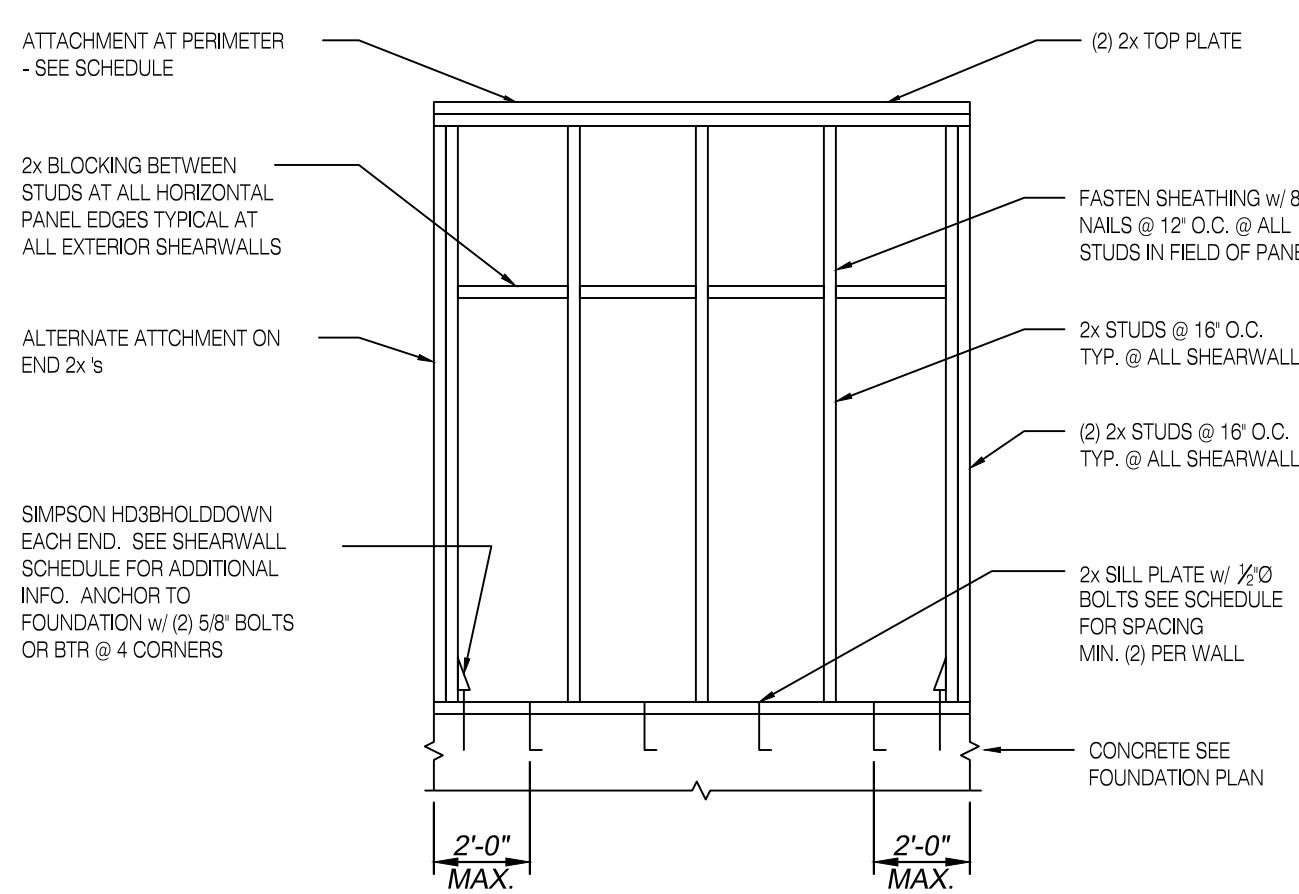
<b>Architect:</b>	<b>Daniel J. Meissner</b>	<b>Christina CD Designs</b>
<b>AIA, LLC</b>	920-740-4514	Christina@Christinadesigns.net
1230 E. Calumet Street	Appleton, WI	
920.428.0982		

PROPOSED BUILDING:	VDH STORAGE BLDG
1851 E. ELM DRIVE	LITTLE CHUTE, WI 54140

DATE	10-9-2020
SHEET	A4.0
PROJECT NUMBER	2010-104

SHEARWALL SCHEDULE							
	SHEATHING & ATTACHMENT		HOLDDOWNS				
MARK	SHEATHING	ATTACHMENT	HOLDDOWN	# END STUDS	WOOD SCREWS AT STUDS	ANCHOR BOLT	SILL BOLT
S-1	1/2" GYPSUM BOARD ONE SIDE MIN. OF EACH WALL	#6 x 1 1/4" DRYWALL SCREWS 7" O.C. @ SUPPORTED EDGES & 7" O.C. IN FIELD	-----	(2) 2 x 4	-----	-----	1/2" Ø BOLTS @ 48" O.C.
S-2	MIN. 7/16" OSB APA RATED SHEATHING	8d COMMON ( 2 1/2" x 0.131" ) OR 2 3/8" x 0.113" STRIP NAILS @ 6" O.C. AT PANEL EDGES & 12" O.C. IN FIELD OF PANELS	-----	(2) 2 x 6	-----	-----	1/2" Ø BOLTS @ 32" O.C.
S-3	MIN. 7/16" OSB APA RATED SHEATHING	8d COMMON ( 2 1/2" x 0.131" ) OR 2 3/8" x 0.113" STRIP NAILS @ 6" O.C. AT PANEL EDGES & 12" O.C. IN FIELD OF PANELS	SIMPSON HD3B	(2) 2 x 6	(2) 5/8" BOLTS	5/8" Ø THRD'D ROD	1/2" Ø BOLTS @ 48" O.C.

REV. NO.	DATE	DESCRIPTION
	10-12-2020	
	10-14-2020	
	10-23-2020	



HEADER SCHEDULE		
MARK		BEARING (EACH END)
H-1	(3) 1-3/4" X 18" LVL	6"
H-2	(3) 2X12'S SPF#2	3"

NOTES:

1. HEADERS AND STUDS TO BE S.P.F. #2 OR BETTER (U.N.O)
2. ALL KING STUDS TO BE CONTINUOUS FROM SILL PLATE TO TOP PLATE.

