



## AGENDA

# R<sub>EGULAR</sub> BOARD MEETING

PLACE: Little Chute Village Hall  
DATE: Wednesday, May 5, 2021  
TIME: 6:00 P.M.

**Virtually attend the May 5th Regular Board meeting at 6 PM by following the zoom link here:**

Join Zoom Meeting (Please note this is a change from previous Go To Meetings used in past meetings)

<https://zoom.us/j/99453712596>

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 994 5371 2596

Find your local number: <https://zoom.us/u/abvV9d14cm>

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 April 21, 2021
2. Minutes of Special Board Meeting of April 28, 2021
3. Special Event Permits:
  - American Legion Memorial Day Parade, May 31, 2021
  - Rock Cancer, August 21, 2021
4. Temporary Class "B" Retailers License for Rock Cancer
5. Adopt Resolution No.12, Series 2021 Approving Cvetan CSM
6. Disbursement List

#### E. Discussion/Action—Objection by Kristen Van Lankvelt Contesting Designation of her Dog as a Dangerous Animal

F. Presentation—KerberRose—Final Annual Comprehensive Financial Report

[Final Annual Comprehensive Financial Report](#)

G. Department and Officers Progress Reports

H. Action—2021 Budget Adjustment—Storm Sewer and CTH OO Sanitary Relay

I. Action—Agropur Site Plan

J. Action—Agropur Development Agreement

K. Discussion/Possible Action—No Fault Sewer Back Up

L. Call for Unfinished Business

M. Items for Future Agenda

N. Closed Sessions:

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. *Economic Development Negotiations*

b) 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. *Discuss Legal Matters and Outagamie County Landfill*

O. Return to Open Session

P. 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,. Prepared: May 6, 2021



### Information for the Regular Board Meeting – May 5, 2021 – 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 May 5 Regular Board Meeting at 6:00 PM by following the link here:  
Join Zoom Meeting  
<https://zoom.us/j/99453712596>  
Meeting ID: 994 5371 2596
2. Call-in Information: United States  
One tap mobile:  
+13017158592,,99453712596#,,,\*138185# US (Washington D.C)  
+13126266799,,99453712596#,,,\*138185# US (Chicago)  
Dial by your location:  
+1 312 626 6799 US (Chicago)  
+1 301 715 8592 US (Washington D.C)      +1 929 436 2866 US (New York)  
+1 253 215 8782 US (Tacoma)      +1 346 248 7799 US (Houston)  
+1 669 900 6833 US (San Jose)  
Meeting ID: 959 9351 2281  
Find your local number: <https://zoom.us/u/abGpaew1E>
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 APRIL 21, 2021

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

Larry Van Lankvelt, Trustee

John Elrick, Trustee

Don Van Deurzen, Trustee

James Hietpas, Trustee

Bill Peerenboom, Trustee

EXCUSED: Brian Van Lankveldt, Trustee

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

PRESENT: James Fenlon, Village Administrator

Adam Breest, Director of Parks, Recreation and Forestry

Dave Kittel, Community Development Director

Kent Taylor, Director of Public Works

Katherine Freund, LC Library Director

Dan Meister, Fox Valley Metro Police Chief

Chris Murawski, Village Engineer

EXCUSED: Laurie Decker, Village Clerk

Tyler Claringbole, Village Attorney

Lisa Remiker-DeWall, Finance Director

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

None

### **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. Approve Minutes of the Regular Board Meeting of April 7, 2021
2. Adopt Resolution No. 10, Series 2021 Approving a CSM to Divide a Parcel for Mark Semrad
3. Disbursement List

*Moved by Trustee L. Van Lankvelt, seconded by Trustee Van Deurzen to Approve the Consent Agenda items as listed*

Ayes 6, Nays 0 – Motion Carried

### **Other Informational Items—March Fire Monthly Report and March Monthly Report**

### **Appointment—Appoint Jim Moes to the Board of Review**

*Moved by Trustee L. Van Lankvelt, seconded by Trustee Peerenboom to Appoint Jim Moes to the Board of Review*

Ayes 6, Nays 0 – Motion Carried

### **Discussion/Action—Request Site Plan Amendment at Cobblestone Hotel—Refuse Location**

Director Kittel advised that staff received a request to move the dumpster from the original approved location.

Ms. Nicole Lemens, Owner of Cobblestone Hotel, along with Jason, General Manager of Cobblestone were present to explain the request for the move. Director Kittel did advise that the two residents to the north are against the movement of the dumpster and are afraid of the smell. Ms. Lemens advised that in the future they would like to put in a patio where residents could be eating and potentially said maybe they can add a higher

surround or an extra garbage pickup to reduce smell to accommodate the neighbors. Jason, GM of Cobblestone stated that if smell would become a problem, it would be for them also and they will work with Jets to control that. Trustee Van Deurzen asked if a wall could be put up with a cover; Jason, GM advised it will be enclosed but are trying to keep it off of the future patio. Director Kittel advised there is a 6' tall enclosure for the dumpster, he also stated that there have not been any smell complaints. Jason offered to have a bi-weekly pick up; Trustee Peerenboom suggested having a conditional use permit if approved and looking at this after a year, Trustee Elrick stated that if they are enclosing this anyway then this would not be a site line issue. Director Kittel suggested that the management of Cobblestone Hotel address this directly with the neighbors and if they sign off on the movement of the dumpster then the Board may be willing to approve this. President Vanden Berg asked for the timeline on the decision needed, Jason advised as soon as possible, Ms. Lemons asked if they could be put back on the May 5<sup>th</sup> agenda. All the Trustees and President Vanden Berg agreed.

#### **Discussion/Potential Action—KU Tax Ordinance**

Administrator Fenlon advised that in 2019 Kaukauna Utilities requested the Village adopt an ordinance related to an electric tax lien. Ms. Clara Pickett, Finance Director and Mr. Jeff Feldt, General Manager were present for questions.

*Moved by Trustee Elrick, seconded Trustee L. Van Lankvelt to draft and adopt the Kaukauna Utilities Ordinance once reviewed by counsel*

Ayes 6, Nays 0 – Motion Carried

#### **Action—Generator for PD/FD**

Administrator Fenlon presented the information for the replacement of the generator at the LC Safety Center per quote of \$96,405.00. Staff is recommending approval.

*Moved by Trustee L. Van Lankvelt, seconded by Trustee Van Deurzen to Approve the purchase of the Generator with cost split between Kimberly and Little Chute as presented.*

Ayes 6, Nays 0 – Motion Carried

#### **Action—Hickory Paving Agreement**

Administrator Fenlon advised the Board that this is a cost sharing agreement between the Town of Vandenbroek, Village of Little Chute and Nestle.

*Moved by Trustee Elrick, seconded by Trustee Peerenboom to Approve the Hickory Paving Agreement as presented*

Ayes 6, Nays 0 – Motion Carried

#### **Action—2021 Fall Event**

Administrator Fenlon went over information for a Little Chute event to be held on September 11, 2021 and advised the board that businesses are very interested in hosting this event and feels that the cost for the first event will not exceed \$15,000.00.

*Moved by Trustee Peerenboom, seconded by Trustee Elrick to Approve the Administrator and staff to utilize special revenue promotion fund balance to execute the downtown Little Chute event.*

Ayes 6, Nays 0 – Motion Carried

#### **Action—Nestle and Hickory Drive Holdings Development Agreement**

*Moved by Trustee L. Van Lankvelt, seconded by Trustee Van Deurzen to Approve the Development Agreement between the Village of Little Chute and Nestle USA, Inc. and Hickory Drive Holdings, LLC.*

Ayes 6, Nays 0 – Motion Carried

#### **Discussion—Pine Street Recommendation**

Director Murawski provided for discussion only the Pine Street Traffic Management Recommendation. Ms. Melissa Kassemeyer, owner of Elite Smiles addressed the board on concerns on the closure of Pine Street from Main Street. Ms. Kassemeyer is asking for signage for Elite Smiles customers so they know they need to enter on Vandenbroek and would like designated parking spots and the handicap spot moved closer to the building. Trustee Elrick asked if stalls are designated could business hours be added; Ms. Kassemeyer advised that yes, that would work for them.

**Action—Award 2021 Contracts for Utility and Concrete Paving**

Engineer Murawski went over the bids received for 2021 Contracts for Utility and Concrete Paving. Contractor bid award totals for 2021 is \$2,722,598.61. Staff is recommending Donald Hietpas and Sons, Vinton Construction Company and Superior Sewer and Water for the five projects listed.

*Moved by Trustee L. Van Lankvelt, seconded by Trustee Elrick to Award the 2021 Contracts for Utility and Concrete Paving for \$2,722,598.61 as presented*

Ayes 6, Nays 0 – Motion Carried

**Action—Adopt Resolution No. 11, Series 2021 Final Assessment/Hookup Fee for Hartzheim Drive**

*Moved by Trustee Elrick, seconded by Trustee L. Van Lankvelt to Adopt Resolution No. 11, Series 2021 Final Assessment/Hookup Fee for Hartzheim Drive*

Ayes 6, Nays 0 – Motion Carried

**Action—Award Contract for Heesakker Park Kayak Launch**

Director Breest advised that staff is recommending accepting the bid from Milbach Construction in the amount of \$107,405.00 and making the budget adjustments as listed in the packet for the installation of the Kayak Launch. Trustee Van Deurzen asked if staff had met with any non-profits to ask for any donations, Director Breest advised that due to Covid events being canceled last year, they were not able to commit to any donations.

*Moved by Trustee Peerenboom, seconded by Trustee L. Van Lankvelt to Award the Contract for Heesakker Park Kayak Launch to Milbach Construction in the amount of \$107,405.00.*

Ayes 5, Nays 1 (Van Deurzen) – Motion Carried

**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 Sessions:**

a) 19.85(1)(e) Wis. Stats. Deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session. *Development Proposal Review*

*Moved by Trustee Peerenboom, seconded by Trustee Van Deurzen to enter into closed session*

Ayes 6, 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. *DPRF Recruitment Update*

*Moved by Trustee Peerenboom, seconded by Trustee Elrick to enter into closed session*

Ayes 6, Nays 0 – Motion Carried

**Return to Open Session**

*Moved by Trustee Van Deurzen, seconded by Trustee L. Van Lankvelt to exit closed session*

Ayes 5, Nays 0 – Motion Carried

**Adjournment**

*Moved by Trustee Elrick, seconded by Trustee Van Deurzen to Adjourn the Regular Board Meeting at 10:58 p.m.*

Ayes 5, Nays 0 – Motion Carried

**VILLAGE OF LITTLE CHUTE**

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

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

## MINUTES OF THE SPECIAL BOARD MEETING OF APRIL 28, 2021

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

John Elrick, Trustee

Larry Van Lankvelt, Trustee

Bill Peerenboom, Trustee

Brian Van Lankveldt, Trustee

Don Van Deurzen, Trustee

James Hietpas, Trustee

### Roll call of Officers and Department Heads

PRESENT: James Fenlon, Village Administrator

### Public Appearance for Items Not on the Agenda

None

### Closed Session:

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

*Moved by Trustee Peerenboom, seconded by Trustee Elrick to enter into closed session*

Ayes 7, Nays 0 – Motion Carried

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

Ayes 7, Nays 0 – Motion Carried

### Call for Unfinished Business

None

### Items for Future Agenda

None

### Adjournment

*Moved by Trustee Peerenboom, seconded by Trustee B. Van Lankveldt to Adjourn the Special Board Meeting at 8:53 p.m.*

Ayes 7, Nays 0 – Motion Carried

## VILLAGE OF LITTLE CHUTE

By:

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

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

Laurie Decker, Village Clerk



Office Use Only  
Date Submitted \_\_\_\_\_  
Permit Fee Paid \_\_\_\_\_  
\$25 permit fee is non-refundable

## SPECIAL EVENT PERMIT APPLICATION

**Special event permit applications must be submitted at least 3 months prior to proposed event.**

This application is a request for a special event. Please refer to the checklist to see if you will need to contact other departments regarding your event. When requesting use of a facility please be very specific. Use exact dates, times, shelters, parks, streets, and areas. Doing so will help avoid delays in processing your request. Please call (920) 423-3869 with questions regarding this special event permit.

### APPLICANT INFORMATION

First Name: WILLIAM      Last Name: Olcott  
Phone: (920) 205-0112      Email: PARADACAT@OUTLOOK.COM  
Address (individual or business): 1115 E. MELROSE AVE.  
City: APPLETON      State: WI      ZIP Code: 54911

### ORGANIZATION INFORMATION

Organization's Name: American Legion      Organization's Email: \_\_\_\_\_  
Organization's Phone: ( )      Organization's Address: \_\_\_\_\_  
Organization's Address (individual or business): \_\_\_\_\_  
City:      State:      ZIP Code: \_\_\_\_\_

Applicant's Relationship to Organization: \_\_\_\_\_

### EVENT INFORMATION

Name of Event: Memorial Day Parade  
Event Location: May 31, 2021  
Event Date: (list each date if it's a multi-day event)  
Event Set Up Time: 10 AM <sup>setup</sup> → 6 pm      Event End Time: → 6:30 pm walk → done 7:30 pm  
Total Anticipated Attendance: \_\_\_\_\_

Event Information (purpose, activity, who can participate, do you charge, etc.):

March from Village Hall to Cemetery and back.

Are you Requesting Funding or Staff Assistance from the Village?      YES      NO

If you are requesting funding or staff assistance, please indicate how much funding or resources you are requesting and why you need assistance. Also, include where your proceeds go to for your event.

### INDEMNIFICATION AGREEMENT (please read carefully before signing)

The applicant/organization shall indemnify, defend, and hold harmless the Village and its officers, officials, employees, and volunteers from and against any and all claims, damages, losses, and expenses arising out of the applied for activity/event except where caused by the sole negligence or willful misconduct of the Village. Applicant/Organization also understands and acknowledges that as required by the Village, liability insurance is the financial means to legally defend the Village and cover liability arising from the activity/event. I certify by my signature that I understand and agree to comply with this agreement and the insurance requirements and that I'm a qualified representative of my organization authorized to sign this agreement. I also certify the information is true and accurate.

Applicant – Print Name

Applicant - Signature

Date

#### FOR OFFICE USE ONLY

| DEPARTMENT                      | Staff Hours | Staff Cost | Equipment Hours | Equipment Cost | Facility Rental Fee |
|---------------------------------|-------------|------------|-----------------|----------------|---------------------|
| Clerk's Office                  | 0           | \$ 0       | 0               | \$ 0           | \$ 0                |
| Fox Valley Metro Police         | 6.00        | \$ 235.00  | —               | \$ —           | \$ —                |
| Parks, Recreation, & Forestry   | 0           | \$ 0       | 0               | \$ 0           | \$ 0                |
| Public Works                    | 4           | \$ 173.32  | 4               | \$ 51.12       | \$ —                |
| <b>TOTAL</b>                    |             | \$ —       |                 | \$ —           | \$ —                |
| <b>EVENT TOTAL TO BE BILLED</b> |             | \$ —       |                 |                |                     |

per Laurie  
4/23/21

per Kelly  
4/23/21

per Donna 4/23/21

#### FOR OFFICE USE ONLY

| DEPARTMENT                    | APPROVE | DENY | BY       | REASON (if denied) |
|-------------------------------|---------|------|----------|--------------------|
| Clerk's Office                |         |      |          |                    |
| Fox Valley Metro Police       |         |      |          |                    |
| Parks, Recreation, & Forestry | X       |      | Lorraine |                    |
| Public Works                  | ✓       |      | Jay      |                    |

Approved By Village Board

VILLAGE PRESIDENT – PRINT

SIGNATURE

DATE



Office Use Only  
Date Submitted 4/9/21  
Permit Fee Paid \$25.00  
\$25 permit fee is non-refundable

## SPECIAL EVENT PERMIT APPLICATION

**Special event permit applications must be submitted at least 3 months prior to proposed event.**

This application is a request for a special event. Please refer to the checklist to see if you will need to contact other departments regarding your event. When requesting use of a facility please be very specific. Use exact dates, times, shelters, parks, streets, and areas. Doing so will help avoid delays in processing your request. Please call (920) 423-3869 with questions regarding this special event permit. **RETURN COMPLETED APPLICATION TO PARK & REC DEPT ON 2ND FLOOR OF VILLAGE HALL.**

### APPLICANT INFORMATION

First Name Sue Last Name Spierings  
Phone (920) 492-0603 Email Sue.Spiersing@yahoo.com  
(individual or business) Address 700 Harvest Trail  
City Appleton State WI ZIP Code 54913

### ORGANIZATION INFORMATION

Organization's Name Spierings Cancer Foundation Rock Cancer  
Organization's Phone (920) 492-0603 Organization's Email Sue.Spiersing@yahoo.com  
(individual or business) Address 700 Harvest Trail  
City Appleton State WI ZIP Code 54913  
Applicant's Relationship to Organization V.P.

### EVENT INFORMATION

Name of Event Rock Cancer  
Event Location Doyle Park Little Chute  
Event Date Aug. 21. 2021  
(list each date if it's a multi-day event)  
Event Set Up Time 10: AM Event End Time 12:00 PM

Total Anticipated Attendance about 4,000

Event Information (purpose, activity, who can participate, do you charge, etc.) All can attend this is a family friendly event. Admission is \$5.00. We start our day with a Run/Walk starting at 11:00AM. Music, food, bar, Raffle area all open at Noon.

Raffle tent, Food tent, bar tent, kids activities, jump house.

Are you Requesting Funding or Staff Assistance from the Village?

YES

NO

If you are requesting funding or staff assistance, please indicate how much funding or resources you are requesting and why you need assistance. Also, include where your proceeds go to for your event. We work with the Village Staff setting up Friday before moving table from all the area parks. We have Village staff members present at the event all day. Village will post No Parking sign on Van Buren + Park Street. We normally share staff expenses with the Village this is determined depending on what they do for us.

**INDEMNIFICATION AGREEMENT (please read carefully before signing)**

The applicant/organization shall indemnify, defend, and hold harmless the Village and its officers, officials, employees, and volunteers from and against any and all claims, damages, losses, and expenses arising out of the applied for activity/event except where caused by the sole negligence or willful misconduct of the Village. Applicant/Organization also understands and acknowledges that as required by the Village, liability insurance is the financial means to legally defend the Village and cover liability arising from the activity/event. I certify by my signature that I understand and agree to comply with this agreement and the insurance requirements and that I'm a qualified representative of my organization authorized to sign this agreement. I also certify the information is true and accurate.

Applicant – Print Name

Applicant - Signature

Date

Sue Spiering  
Sue Spiering  
4/4/2021

**FOR OFFICE USE ONLY**

| DEPARTMENT                      | Staff Hours      | Staff Cost  | Equipment Hours | Equipment Cost | Facility Rental Fee                                                                                          |
|---------------------------------|------------------|-------------|-----------------|----------------|--------------------------------------------------------------------------------------------------------------|
| Clerk's Office                  | 0                | \$ 0        | 0               | \$ 0           | \$ 0                                                                                                         |
| Fox Valley Metro Police         | 22.00            | \$ 1,375.00 | —               | \$             | \$                                                                                                           |
| Parks, Recreation, & Forestry   | inc. v/v workers | \$ totals   | —               | \$             | ★ Group pays for full rental fee of Doyle facilities as well as other parks for weekend (use picnics tables) |
| Public Works                    | 75               | \$ 2,000.00 | 32              | \$ 500.00      |                                                                                                              |
| <b>TOTAL</b>                    |                  |             |                 |                |                                                                                                              |
| <b>EVENT TOTAL TO BE BILLED</b> |                  | \$          |                 |                |                                                                                                              |

per Laurie  
4/23/21

per Kelly  
4/23/21

rental fee  
as well  
other parks for weekend  
(use  
picnic  
tables)

**FOR OFFICE USE ONLY**

| DEPARTMENT                    | APPROVE | DENY | BY     | REASON (if denied) |
|-------------------------------|---------|------|--------|--------------------|
| Clerk's Office                |         |      |        |                    |
| Fox Valley Metro Police       |         |      |        |                    |
| Parks, Recreation, & Forestry | ✓       |      | Roller |                    |
| Public Works                  | ✓       |      | pas    |                    |

Approved By Village Board

VILLAGE PRESIDENT – PRINT

SIGNATURE

DATE

## Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$

Town

Village

City

Little Chute

Application Date:

4/9/2021

County of Outagamie

The named organization applies for: (check appropriate box(es).)

A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 10:00 AM and ending 12:00 PM and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

### 1. Organization (check appropriate box) →

Bona fide Club       Church       Lodge/Society  
 Veteran's Organization       Fair Association or Agricultural Society  
 Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Spurings Cancer Foundation      Rock Cancer  
(b) Address 700 Harvest Trail Appleton WI 54913

Town      Village  City

(c) Date organized Aug 21, 2021

(d) If corporation, give date of incorporation 8. 2009

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

#### (f) Names and addresses of all officers:

President Jim Spurings

Vice President Sue Spurings

Secretary Kathy Verhaagen

Treasurer Craig Spurings

(g) Name and address of manager or person in charge of affair: Jim or Sue Spurings  
700 Harvest Trail Appleton WI 54913

### 2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Dog Park      Little Chute

(b) \_\_\_\_\_

(c) Do premises occupy all or part of building? \_\_\_\_\_

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: \_\_\_\_\_

### 3. Name of Event

(a) List name of the event Rock Cancer

(b) Dates of event Aug 21, 2021

### DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

Sue Spurings

Rock Cancer Spurings Cancer Foundation  
Organization Name

Date Filed with Clerk

Date Reported to Council or Board

Date Granted by Council

License No.

**VILLAGE OF LITTLE CHUTE**

**RESOLUTION NO. 12, SERIES OF 2021**

**A RESOLUTION APPROVING A CSM TO DIVIDE A PARCEL FOR JOSEPH  
R. CVETAN**

**WHEREAS**, Joseph R. Cvetan as owner of Parcel #260283200 have presented a Certified Survey Map to the Village of Little Chute Board of Trustees as prepared by Steven De Jong a registered land surveyor; and

**WHEREAS**, the Village of Little Chute Planning Commission has recommended in favor of adoption of said Certified Survey Map; and

**WHEREAS**, a majority of the Village Board find that the attached Certified Survey Map is found to be in the public interest.

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

1. That the Certified Survey Map attached hereto (photocopy), be and the same is hereby approved; and
2. That the Village President, Village Clerk, and Finance Director, upon full payment of, if applicable, all fees, taxes, and special assessments are directed to execute signatures on behalf of the Village of Little Chute upon the Certified Survey Map documents as required.

Date introduced, approved and adopted: May 5, 2021

**VILLAGE OF LITTLE CHUTE:**

By:

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

Attest:

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



## APPLICATION FOR SUBDIVISION AND/ OR CSM REVIEW

Name of Subdivision: Cvetan Certified Survey Map

Parent Parcel # 260283200 Number of Lots: 2

Preliminary Plat  Final Plat  CSM Will deed restrictions be recorded?  Yes  No

### Property Owner Information:

Name: Joseph R. Cvetan Telephone Number: 920-470-4115

Mailing Address: 2022 Autumn Lane, Kaukauna, WI 54130

### Surveyor Information:

Name: Steve De Jong Telephone Number: 920-993-0881 email sdejong@meridian-wi.com

### Engineer Information:

Name: N/A Telephone Number: \_\_\_\_\_ email \_\_\_\_\_

### Required for plat review:

- Lot Layout (4 full size copies) and (24) 11" x 17" copies
- Topographic survey (4 full size copies) and (2) 11" x 17" copies
- Drainage plan (4 full size copies) and (2) 11" x 17" copies
- Pavement Design Catalog (3 copies)
- Stormwater Pollution Prevention Plan / Erosion Prevention & Sediment Control Plan (3 copies)
- Final plans and specifications of public improvements (4 full size copies) and (2) 11" x 17" copies

### Proposed CSM (24) copies

- Plat restrictions or covenants to be recorded (3 copies)

### Filing Fees:

Preliminary Plat \$100.00 plus \$5.00 per lot.  Final Plat \$50.00 plus \$2.00 per lot.  CSM \$50.00 flat fee.

Amount of Fees submitted: \$ 50.00

Signature of Applicant

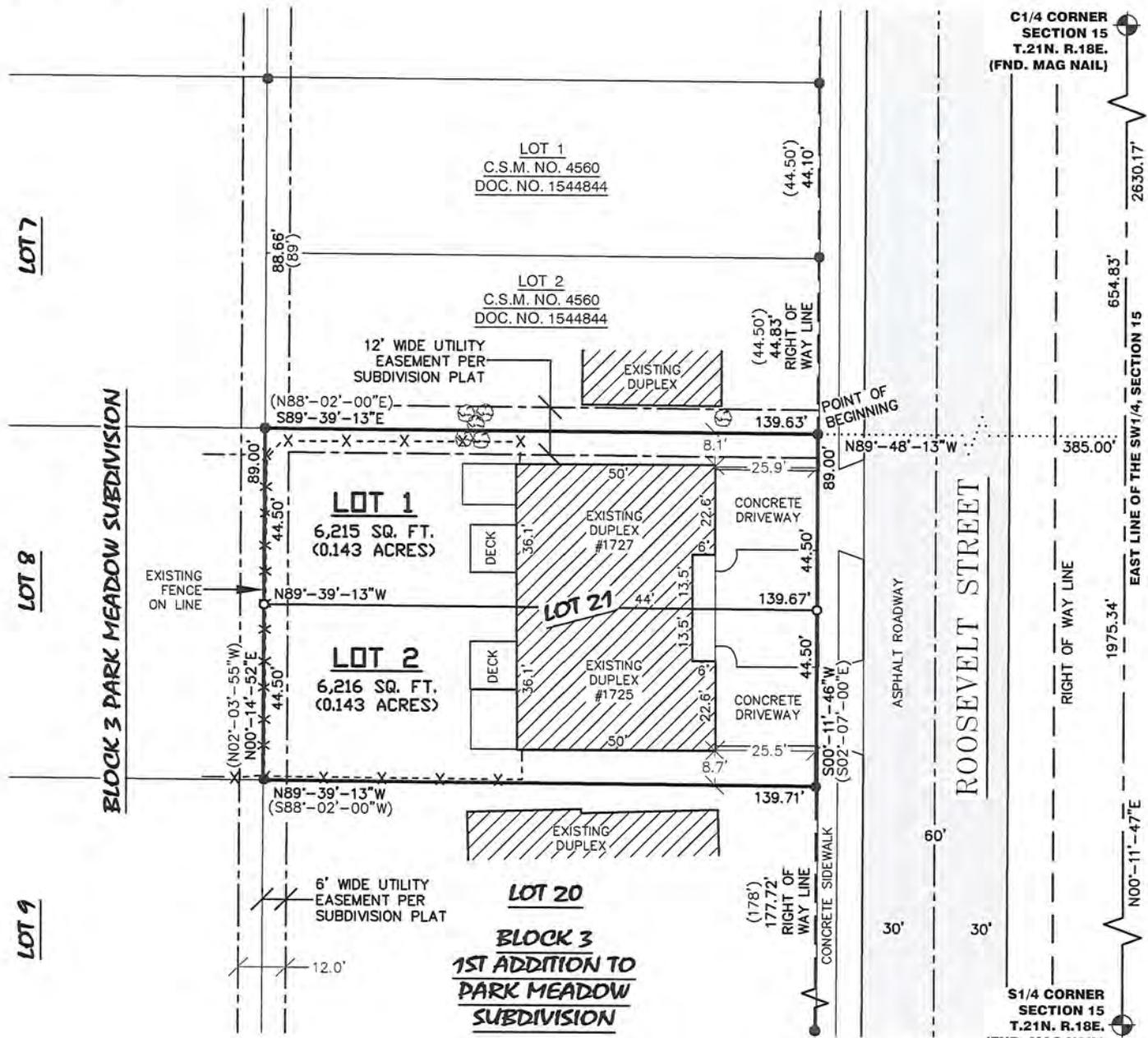
Date 4-26-2021

Submit to: Director of Community Development  
108 W Main Street, Little Chute, Wisconsin 54140  
(920)423-3870 jim@littlechutewi.org

**CERTIFIED SURVEY MAP NO.**

ALL OF LOT 21, BLOCK 3, FIRST ADDITION TO PARK MEADOW  
SUBDIVISION, BEING LOCATED IN THE NE1/4 OF THE SW1/4, SECTION 15,  
T.21N., R.18E., VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY,  
WISCONSIN

BEARINGS REFERENCED TO THE  
OUTAGAMIE COUNTY COORDINATE  
SYSTEM AND THE EAST LINE OF THE  
SW1/4 OF SECTION 15, T.21N., R.18E.,  
ASSUMED TO BEAR NOO°-11'-47"E



**-LEGEND-**

- = 1" X 18" IRON PIPE SET  
(1.130 LB./FT.)
- = 1" IRON PIPE FOUND
- ⊕ = COUNTY MONUMENT FOUND
- ( ) = RECORDED INFORMATION
- Ⓐ = CEDAR BUSH

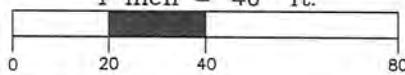
SURVEY NOTES:

-PARCEL ID NO.: 260283200

-DEED: DOCUMENT NO. 1758177

-PROPERTY ADDRESS: 1725/1727 ROOSEVELT ST.  
LITTLE CHUTE, WI 54140

GRAPHIC SCALE  
1 inch = 40 ft



SURVEYED FOR:  
JOSEPH CVETAN  
2022 AUTUMN LN.  
KALIKALUA, WI. 54130

# MERIDIAN SURVEYING, LLC

FIELD WORK 1-10-21

DRAWN BY: S.D.

CHECKED BY: C.A.K. FIELD BOOK: M-62 PG 15

SEARCHED BY:

FIELD BOOK. M. 32, U. S.

## CERTIFIED SURVEY MAP NO. \_\_\_\_\_

ALL OF LOT 21, BLOCK 3, FIRST ADDITION TO PARK MEADOW SUBDIVISION, BEING LOCATED IN THE NE1/4 OF THE SW1/4, SECTION 15, T.21N., R.18E., VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

Sheet 2 of 4

### SURVEYOR'S CERTIFICATE

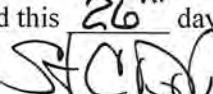
I, Steven C. De Jong, Wisconsin Professional Land Surveyor of Meridian Surveying, LLC, certify that I have surveyed, divided, mapped and monumented under the direction of Joseph R. Cvetan all of Lot Twenty-One (21), of First Addition to Park Meadow Subdivision as recorded in Document No. 827229 of Outagamie County Records, being located in the Northeast Quarter (NE1/4) of the Southwest Quarter (SW1/4) of Section Fifteen (15), Township Twenty-One (21) North, Range Eighteen (18) East, Village of Little Chute, Outagamie County, Wisconsin containing 12,431 square feet (0.285 acres) of land and being described by:

Commencing at the South Quarter Corner of said Section 15; thence N00°-11'-47"E 1975.34 feet along the east line of the SW1/4 of said Section 15; thence N89°-48'-13"W 385.00 feet to the northeast corner of said Lot 21 and the point of beginning, said point being on the west line of Roosevelt Street; thence S00°-11'-46"W 89.00 feet along said west line of Roosevelt Street, also being the east line of said Lot 21 to the southeast corner thereof; thence N89°-39'-13"W 139.71 feet along the south line of said Lot 21 to the southwest corner thereof; thence N00°-14'-52"E 89.00 feet along the west line of said Lot 21 to the northwest corner thereof; thence S89°-39'-13"E 139.63 feet along the north line of said Lot 21 to the point of beginning. Being subject to any and all easements and restrictions of record.

That such is a correct representation of all exterior boundaries of the land surveyed.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Land Subdivision Ordinance of Outagamie County and the Village of Little Chute, in surveying, dividing, monumenting and mapping the same.

Dated this 26<sup>th</sup> day of APRIL, 2021.

  
Wisconsin Professional Land Surveyor  
Steven C. De Jong S-2791



#### Survey Notes:

- This CSM is wholly located in lands described in Document No. 1758177
- Parcel No.: 260283200
- Owner of Record: Joseph R. Cvetan

## **CERTIFIED SURVEY MAP NO.**

ALL OF LOT 21, BLOCK 3, FIRST ADDITION TO PARK MEADOW SUBDIVISION, BEING LOCATED IN  
THE NE1/4 OF THE SW1/4, SECTION 15, T.21N., R.18E., VILLAGE OF LITTLE CHUTE,  
OUTAGAMIE COUNTY, WISCONSIN.

Sheet 3 of 4

### **OWNER'S CERTIFICATE**

As owner(s), I (we) hereby certify that I (we) caused the land on this Certified Survey Map to be surveyed, divided, monumented & mapped as represented on this map. I (we) also certify that this plat is required by s. 236.10 or 236.12 to be submitted to the following for approval or objection: Village of Little Chute, Outagamie County.

\_\_\_\_\_  
Joseph R. Cvetan

\_\_\_\_\_  
Date

### **NOTARY CERTIFICATE**

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

The above owner(s) to me known to be the person(s) who executed the foregoing instrument and acknowledge the same.

Notary Public \_\_\_\_\_ Wisconsin.

My Commission Expires \_\_\_\_\_



## **CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

ALL OF LOT 21, BLOCK 3, FIRST ADDITION TO PARK MEADOW SUBDIVISION, BEING LOCATED IN THE NE1/4 OF THE SW1/4, SECTION 15, T.21N., R.18E., VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

Sheet 4 of 4

### **VILLAGE BOARD CERTIFICATE:**

This Certified Survey Map has been approved by the Village Board of the Village of Little, Outagamie County, Wisconsin in the \_\_\_\_\_ day of \_\_\_\_\_, 2021

---

Michael Vanden Berg  
Village President

Date

---

Laurie Decker  
Village Clerk

Date

### **VILLAGE TREASURER'S CERTIFICATE**

I being the duly elected qualified and acting treasurer of the Village of Little Chute, do hereby certify that in accordance with the records in my office, there are no unpaid taxes or unpaid assessments as of this \_\_\_\_\_ day of \_\_\_\_\_, 2021 on any lands included in this Certified Survey Map.

---

Lisa Remiker-Dewall  
Finance Director

Date

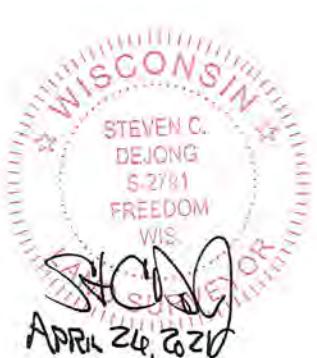
### **COUNTY TREASURER'S CERTIFICATE**

I being the duly elected qualified and acting treasurer of the County of Outagamie, do hereby certify that in accordance with the records in my office, there are no unpaid taxes or unpaid assessments as of this \_\_\_\_\_ day of \_\_\_\_\_, 2021 on any lands included in this Certified Survey Map.

---

County Treasurer

Date



| Invoice                                      | Type  | Description                               | Total Cost | Terms | 1099 | Period | GL Account    |
|----------------------------------------------|-------|-------------------------------------------|------------|-------|------|--------|---------------|
| <b>2021 UTILITY REFUNDS (5169)</b>           |       |                                           |            |       |      |        |               |
| 129255014                                    | Invoi | OVERPAYMENT REFUND ACCT #1-292550-14      | 51.62      | Open  | Non  | 04/21  | 001-15000     |
| <b>Total 2021 UTILITY REFUNDS (5169):</b>    |       |                                           |            |       |      |        |               |
| <b>AIRGAS USA LLC (379)</b>                  |       |                                           |            |       |      |        |               |
| 9978281440                                   | Invoi | COMPRESSED AIR RENTAL                     | 60.59      | Open  | Non  | 04/21  | 101-53330-218 |
| <b>Total AIRGAS USA LLC (379):</b>           |       |                                           |            |       |      |        |               |
| <b>AT&amp; T (409)</b>                       |       |                                           |            |       |      |        |               |
| 92078873810963 0                             | Invoi | MAR/APR SERVICE                           | 27.11      | Open  | Non  | 04/21  | 207-52120-203 |
| <b>Total AT &amp; T (409):</b>               |       |                                           |            |       |      |        |               |
| <b>BATTERIES PLUS LLC (652)</b>              |       |                                           |            |       |      |        |               |
| P37038288                                    | Invoi | SANITARY SEWER METER BATTERIES            | 95.40      | Open  | Non  | 04/21  | 610-53612-251 |
| P37517891                                    | Invoi | BATTERIES                                 | 8.90       | Open  | Non  | 04/21  | 101-52200-218 |
| P38737289                                    | Invoi | BATTERY #125                              | 148.95     | Open  | Non  | 04/21  | 101-53330-225 |
| <b>Total BATTERIES PLUS LLC (652):</b>       |       |                                           |            |       |      |        |               |
| <b>CELLCOM (4683)</b>                        |       |                                           |            |       |      |        |               |
| 691163                                       | Invoi | ENGINEERING PHONE CHARGES                 | 148.21     | Open  | Non  | 04/21  | 452-57331-203 |
| 691163                                       | Invoi | DPW PHONE CHARGES                         | 245.52     | Open  | Non  | 04/21  | 101-53310-203 |
| 691163                                       | Invoi | PARKS PHONE CHARGES                       | 53.03      | Open  | Non  | 04/21  | 101-55200-203 |
| 691163                                       | Invoi | REC PHONE CHARGES                         | 111.25     | Open  | Non  | 04/21  | 101-55300-203 |
| 691163                                       | Invoi | FACILITIES PHONE CHARGES                  | 26.36      | Open  | Non  | 04/21  | 101-51650-203 |
| 691163                                       | Invoi | INSPECTOR PHONE CHARGES                   | 25.82      | Open  | Non  | 04/21  | 101-52050-203 |
| 691163                                       | Invoi | COMMUNITY DEVELOPER CHARGES               | 25.82      | Open  | Non  | 04/21  | 101-51530-203 |
| 691163                                       | Invoi | IPAD STORM                                | 23.59      | Open  | Non  | 04/21  | 630-53442-218 |
| 691163                                       | Invoi | IPAD STREETS                              | 47.18      | Open  | Non  | 04/21  | 101-53300-218 |
| 691163                                       | Invoi | IPAD VEHICLE MAINTENANCE                  | 23.59      | Open  | Non  | 04/21  | 101-53330-218 |
| 691163                                       | Invoi | IPAD SANITARY SEWER                       | 23.59      | Open  | Non  | 04/21  | 610-53612-218 |
| <b>Total CELLCOM (4683):</b>                 |       |                                           |            |       |      |        |               |
| <b>GREEN BOYZ INC (4841)</b>                 |       |                                           |            |       |      |        |               |
| 93781                                        | Invoi | VEGETATION CONTROL                        | 150.00     | Open  | Non  | 04/21  | 101-51650-243 |
| 93783                                        | Invoi | VEGETATION CONTROL                        | 150.00     | Open  | Non  | 04/21  | 206-55110-243 |
| 93785                                        | Invoi | VEGETATION CONTROL                        | 150.00     | Open  | Non  | 04/21  | 207-52120-243 |
| <b>Total GREEN BOYZ INC (4841):</b>          |       |                                           |            |       |      |        |               |
| <b>HOLLANDER'S (424)</b>                     |       |                                           |            |       |      |        |               |
| 2521                                         | Invoi | FIRE FIGHTER DINNER-ANNUAL PARTY          | 5,888.45   | Open  | Non  | 04/21  | 101-52200-211 |
| <b>Total HOLLANDER'S (424):</b>              |       |                                           |            |       |      |        |               |
| <b>INGRAM LIBRARY SERVICES (4508)</b>        |       |                                           |            |       |      |        |               |
| 52218314                                     | Invoi | BOOKS                                     | 703.00     | Open  | Non  | 04/21  | 206-55110-206 |
| 52260792                                     | Invoi | BOOKS                                     | 40.72      | Open  | Non  | 04/21  | 206-55110-206 |
| <b>Total INGRAM LIBRARY SERVICES (4508):</b> |       |                                           |            |       |      |        |               |
| <b>J.F. AHERN CO (2011)</b>                  |       |                                           |            |       |      |        |               |
| 431744                                       | Invoi | ANNUAL INSPECTION & FIRE EXTINGUISHER REC | 784.74     | Open  | Non  | 04/21  | 101-53310-204 |

| Invoice                                                 | Type | Description                                | Total Cost | Terms | 1099 | Period | GL Account    |
|---------------------------------------------------------|------|--------------------------------------------|------------|-------|------|--------|---------------|
|                                                         |      | Total J.F. AHERN CO (2011):                | 784.74     |       |      |        |               |
| JX ENTERPRISES INC (3079)                               |      | 2459660P Invoi SEAT #6                     | 426.21     | Open  | Non  | 04/21  | 101-53330-225 |
|                                                         |      | Total JX ENTERPRISES INC (3079):           | 426.21     |       |      |        |               |
| KLINK HYDRAULICS LLC (5005)                             |      |                                            |            |       |      |        |               |
| 14835 Invoi PVC PIPE #8                                 |      |                                            | 76.18      | Open  | Non  | 04/21  | 101-53330-225 |
| 14839 Invoi ALUMINUM CAP #8                             |      |                                            | 12.48      | Open  | Non  | 04/21  | 101-53330-225 |
| CM14840 Invoi RETURN MERCHANDISE                        |      |                                            | 13.72-     | Open  | Non  | 04/21  | 101-53330-225 |
|                                                         |      | Total KLINK HYDRAULICS LLC (5005):         | 74.94      |       |      |        |               |
| LITTLE CHUTE AREA SCHOOL DIST (265)                     |      |                                            |            |       |      |        |               |
| 1ST QTR 2021 Invoi 1ST QTR MOBILE HOME FEES             |      |                                            | 3,071.63   | Open  | Non  | 04/21  | 101-31140     |
|                                                         |      | Total LITTLE CHUTE AREA SCHOOL DIST (265): | 3,071.63   |       |      |        |               |
| LOCAL INK AND TONER LTD (5166)                          |      |                                            |            |       |      |        |               |
| 110039 Invoi INK CARTRIDGES FOR ENGINEERING PLOTTER     |      |                                            | 390.00     | Open  | Non  | 04/21  | 101-51415-206 |
|                                                         |      | Total LOCAL INK AND TONER LTD (5166):      | 390.00     |       |      |        |               |
| MORTON SALT (352)                                       |      |                                            |            |       |      |        |               |
| 5402305150 Invoi BULK SAFE-T-SALT                       |      |                                            | 32,526.23  | Open  | Non  | 04/21  | 101-53350-218 |
|                                                         |      | Total MORTON SALT (352):                   | 32,526.23  |       |      |        |               |
| NIELSON COMMUNICATIONS INC (3642)                       |      |                                            |            |       |      |        |               |
| AR21616 Invoi MSB RADIO REPAIR                          |      |                                            | 189.00     | Open  | Non  | 04/21  | 101-53310-204 |
|                                                         |      | Total NIELSON COMMUNICATIONS INC (3642):   | 189.00     |       |      |        |               |
| OTIS ELEVATOR (293)                                     |      |                                            |            |       |      |        |               |
| CVA16887001 Invoi TROUBLESHOOT INTERMITTENT INTRAPMENTS |      |                                            | 546.00     | Open  | Non  | 04/21  | 207-52120-245 |
|                                                         |      | Total OTIS ELEVATOR (293):                 | 546.00     |       |      |        |               |
| PACKER CITY INT'L TRUCKS (403)                          |      |                                            |            |       |      |        |               |
| X103099678:01 Invoi AIR CLEANER #11                     |      |                                            | 427.47     | Open  | Non  | 04/21  | 101-53330-204 |
|                                                         |      | Total PACKER CITY INT'L TRUCKS (403):      | 427.47     |       |      |        |               |
| SKEPTICAL INQUIRER (5211)                               |      |                                            |            |       |      |        |               |
| 042321 Invoi MAGAZINE SUBSCRIPTION                      |      |                                            | 36.00      | Open  | Non  | 04/21  | 206-55110-207 |
|                                                         |      | Total SKEPTICAL INQUIRER (5211):           | 36.00      |       |      |        |               |
| SPEEDY CLEAN DRAIN & SEWER (122)                        |      |                                            |            |       |      |        |               |
| 72651 Invoi REPAIR PIPE "OO" & EVERGREEN                |      |                                            | 3,540.00   | Open  | Non  | 04/21  | 610-53612-204 |
|                                                         |      | Total SPEEDY CLEAN DRAIN & SEWER (122):    | 3,540.00   |       |      |        |               |
| TIME WARNER CABLE (89)                                  |      |                                            |            |       |      |        |               |
| 04/21 71538770140 Invoi APRIL/MAY SERVICE               |      |                                            | 550.00     | Open  | Non  | 04/21  | 101-53310-203 |

| Invoice | Type | Description                   | Total Cost | Terms | 1099 | Period | GL Account |
|---------|------|-------------------------------|------------|-------|------|--------|------------|
|         |      | Total TIME WARNER CABLE (89): | 550.00     |       |      |        |            |
|         |      | Grand Totals:                 | 50,790.92  |       |      |        |            |

## Report GL Period Summary

Vendor number hash: 72207  
 Vendor number hash - split: 119037  
 Total number of invoices: 27  
 Total number of transactions: 37

| Terms Description | Invoice Amount | Net Invoice Amount |
|-------------------|----------------|--------------------|
| Open Terms        | 50,790.92      | 50,790.92          |
| Grand Totals:     | 50,790.92      | 50,790.92          |

| Invoice                                                     | Type  | Description                              | Total Cost | Terms | 1099 | Period | GL Account |
|-------------------------------------------------------------|-------|------------------------------------------|------------|-------|------|--------|------------|
| <b>FIRST AMERICAN TITLE INSURANCE COMPANY (4695)</b>        |       |                                          |            |       |      |        |            |
| 260131800                                                   | Invoi | TITLE COMMITMENT FEE-422 W NORTH AVE     | 855.00     | Open  | Non  | 04/21  | 630-19310  |
| <b>Total FIRST AMERICAN TITLE INSURANCE COMPANY (4695):</b> |       |                                          |            |       |      |        |            |
| 855.00                                                      |       |                                          |            |       |      |        |            |
| <b>HERRLING CLARK LAW FIRM LTD (208)</b>                    |       |                                          |            |       |      |        |            |
| 260131800                                                   | Invoi | REAL ESTATE TRANSFER FEE-422 W NORTH AVE | 480.00     | Open  | Atto | 04/21  | 630-19310  |
| <b>Total HERRLING CLARK LAW FIRM LTD (208):</b>             |       |                                          |            |       |      |        |            |
| 480.00                                                      |       |                                          |            |       |      |        |            |
| <b>OUTAGAMIE COUNTY TREASURER (486)</b>                     |       |                                          |            |       |      |        |            |
| 260131800                                                   | Invoi | 2020 TAXES PARCEL #260-131800            | 1,406.28   | Open  | Non  | 04/21  | 630-19310  |
| <b>Total OUTAGAMIE COUNTY TREASURER (486):</b>              |       |                                          |            |       |      |        |            |
| 1,406.28                                                    |       |                                          |            |       |      |        |            |
| <b>WEYERS, MARTIN &amp; MARCIA (5163)</b>                   |       |                                          |            |       |      |        |            |
| 042921                                                      | Invoi | 422 W NORTH AVE-VANDENBROEK POND         | 155,812.52 | Open  | Non  | 04/21  | 630-19310  |
| <b>Total WEYERS, MARTIN &amp; MARCIA (5163):</b>            |       |                                          |            |       |      |        |            |
| 155,812.52                                                  |       |                                          |            |       |      |        |            |
| <b>Grand Totals:</b>                                        |       |                                          |            |       |      |        |            |
| 158,553.80                                                  |       |                                          |            |       |      |        |            |

**Report GL Period Summary**

Vendor number hash: 10552  
 Vendor number hash - split: 10552  
 Total number of invoices: 4  
 Total number of transactions: 4

| Terms Description | Invoice Amount | Net Invoice Amount |
|-------------------|----------------|--------------------|
| Open Terms        | 158,553.80     | 158,553.80         |
| Grand Totals:     | 158,553.80     | 158,553.80         |

| Invoice                                           | Type  | Description                  | Total Cost      | Terms | 1099 | Period | GL Account    |
|---------------------------------------------------|-------|------------------------------|-----------------|-------|------|--------|---------------|
| <b>2021 VAN LIESHOUT REFUNDS (5179)</b>           |       |                              |                 |       |      |        |               |
| 041721                                            | Invoi | SECURITY DEPOSIT REFUND      | 100.00          | Open  | Non  | 04/21  | 208-21235     |
| 042521                                            | Invoi | SECURITY DEPOSIT REFUND      | 100.00          | Open  | Non  | 04/21  | 208-21235     |
| 060521                                            | Invoi | RENTAL FEE REFUND            | 150.00          | Open  | Non  | 04/21  | 208-34401     |
| 060521                                            | Invoi | SECURITY DEPOSIT REFUND      | 100.00          | Open  | Non  | 04/21  | 208-21235     |
| <b>Total 2021 VAN LIESHOUT REFUNDS (5179):</b>    |       |                              | <b>450.00</b>   |       |      |        |               |
| <b>AMPLITEL TECHNOLOGIES (4637)</b>               |       |                              |                 |       |      |        |               |
| 17366                                             | Invoi | REPLACE JACK IN LT OFFICE    | 77.00           | Open  | Non  | 04/21  | 207-52120-240 |
| <b>Total AMPLITEL TECHNOLOGIES (4637):</b>        |       |                              | <b>77.00</b>    |       |      |        |               |
| <b>CELLCOM (4683)</b>                             |       |                              |                 |       |      |        |               |
| 729888                                            | Invoi | FVMPD CELL - APRIL           | 1,883.38        | Open  | Non  | 04/21  | 207-52120-203 |
| <b>Total CELLCOM (4683):</b>                      |       |                              | <b>1,883.38</b> |       |      |        |               |
| <b>EVERGREEN POWER LLC (4827)</b>                 |       |                              |                 |       |      |        |               |
| 9791                                              | Invoi | EDGER BLADE                  | 14.97           | Open  | Non  | 04/21  | 101-55200-218 |
| <b>Total EVERGREEN POWER LLC (4827):</b>          |       |                              | <b>14.97</b>    |       |      |        |               |
| <b>FOX VALLEY HUMANE ASSOCIATION (971)</b>        |       |                              |                 |       |      |        |               |
| 5111                                              | Invoi | MAR HANDLE FEES              | 80.00           | Open  | Non  | 04/21  | 207-52120-204 |
| <b>Total FOX VALLEY HUMANE ASSOCIATION (971):</b> |       |                              | <b>80.00</b>    |       |      |        |               |
| <b>INGRAM LIBRARY SERVICES (4508)</b>             |       |                              |                 |       |      |        |               |
| 52333410                                          | Invoi | BOOKS                        | 331.16          | Open  | Non  | 04/21  | 206-55110-206 |
| <b>Total INGRAM LIBRARY SERVICES (4508):</b>      |       |                              | <b>331.16</b>   |       |      |        |               |
| <b>KAUKAUNA UTILITIES (234)</b>                   |       |                              |                 |       |      |        |               |
| APRIL 2021                                        | Invoi | 1800 STEPHEN ST STORM        | 448.91          | Open  | Non  | 04/21  | 630-53441-249 |
| APRIL 2021                                        | Invoi | DOYLE PARK WELL              | 2,986.61        | Open  | Non  | 04/21  | 620-53624-249 |
| APRIL 2021                                        | Invoi | 721 W ELM                    | 105.99          | Open  | Non  | 04/21  | 208-52900-249 |
| APRIL 2021                                        | Invoi | 1401 E ELM DR                | 966.40          | Open  | Non  | 04/21  | 101-53310-249 |
| APRIL 2021                                        | Invoi | STEPHEN ST SIGN              | 16.24           | Open  | Non  | 04/21  | 101-53300-249 |
| APRIL 2021                                        | Invoi | SIGNALS/NE CORNER N & ELM    | 75.40           | Open  | Non  | 04/21  | 101-53300-249 |
| APRIL 2021                                        | Invoi | PATRIOT DR FLAG POLE         | 30.66           | Open  | Non  | 04/21  | 101-53300-249 |
| APRIL 2021                                        | Invoi | SIGNALS/NORTH & BUCHANAN     | 30.12           | Open  | Non  | 04/21  | 101-53300-249 |
| APRIL 2021                                        | Invoi | STREET LIGHTING              | 8,636.13        | Open  | Non  | 04/21  | 101-53300-249 |
| APRIL 2021                                        | Invoi | SIGNALS/MAIN & MADISON       | 39.98           | Open  | Non  | 04/21  | 101-53300-249 |
| APRIL 2021                                        | Invoi | COMMUNITY BRIDGE LIGHTING    | 170.35          | Open  | Non  | 04/21  | 101-53300-249 |
| APRIL 2021                                        | Invoi | SIGNALS/GRAND & MAIN         | 40.52           | Open  | Non  | 04/21  | 101-53300-249 |
| APRIL 2021                                        | Invoi | SECURITY LIGHT               | 12.48           | Open  | Non  | 04/21  | 101-53300-249 |
| APRIL 2021                                        | Invoi | CANAL BRIDGE - SOUTH SIDE    | 50.83           | Open  | Non  | 04/21  | 101-53300-249 |
| APRIL 2021                                        | Invoi | CANAL BRIDGE - NORTH SIDE    | 18.15           | Open  | Non  | 04/21  | 101-53300-249 |
| APRIL 2021                                        | Invoi | STEPHEN ST TOWER/LIGHTING    | 158.21          | Open  | Non  | 04/21  | 620-53624-249 |
| APRIL 2021                                        | Invoi | #3 WELL WASHINGTON ST        | 1,309.32        | Open  | Non  | 04/21  | 620-53624-249 |
| APRIL 2021                                        | Invoi | #4 WELL EVERGREEN DR         | 4,151.10        | Open  | Non  | 04/21  | 620-53624-249 |
| APRIL 2021                                        | Invoi | PUMP STATION JEFFERSON ST    | 714.50          | Open  | Non  | 04/21  | 620-53624-249 |
| APRIL 2021                                        | Invoi | LINCOLN AVE E HEESAKKER PARK | 189.33          | Open  | Non  | 04/21  | 101-55200-249 |
| APRIL 2021                                        | Invoi | VAN LIESHOUT PK SECURITY LT  | 56.98           | Open  | Non  | 04/21  | 101-55200-249 |
| APRIL 2021                                        | Invoi | VAN LIESHOUT BALLFIELD       | 176.22          | Open  | Non  | 04/21  | 101-55200-249 |
| APRIL 2021                                        | Invoi | VAN LIESHOUT PARK            | 156.21          | Open  | Non  | 04/21  | 101-55200-249 |

| Invoice                                    | Type  | Description                             | Total Cost | Terms | 1099 | Period | GL Account    |
|--------------------------------------------|-------|-----------------------------------------|------------|-------|------|--------|---------------|
| APRIL 2021                                 | Invoi | LEGION PARK RESTROOMS                   | 217.66     | Open  | Non  | 04/21  | 101-55200-249 |
| APRIL 2021                                 | Invoi | HERITAGE PARK                           | 21.90      | Open  | Non  | 04/21  | 101-55200-249 |
| APRIL 2021                                 | Invoi | HEESAKKER PARK TRAIL                    | 26.73      | Open  | Non  | 04/21  | 101-55200-249 |
| APRIL 2021                                 | Invoi | DOYLE PARK BALLFIELD DP2 LIGHT          | 54.02      | Open  | Non  | 04/21  | 101-55200-249 |
| APRIL 2021                                 | Invoi | DOYLE PARK STAGE                        | 37.96      | Open  | Non  | 04/21  | 101-55200-249 |
| APRIL 2021                                 | Invoi | BALLFIELD DPI/SHED LIGHTS               | 144.69     | Open  | Non  | 04/21  | 101-55200-249 |
| APRIL 2021                                 | Invoi | MUNICIPAL POOL                          | 152.55     | Open  | Non  | 04/21  | 204-55420-249 |
| APRIL 2021                                 | Invoi | CIVIC CENTER                            | 929.49     | Open  | Non  | 04/21  | 206-55110-249 |
| APRIL 2021                                 | Invoi | VILLAGE HALL                            | 928.07     | Open  | Non  | 04/21  | 101-51650-249 |
| APRIL 2021                                 | Invoi | VILLAGE HALL PLAZA                      | 16.24      | Open  | Non  | 04/21  | 101-51650-249 |
| APRIL 2021                                 | Invoi | SAFETY CENTER                           | 347.10     | Open  | Non  | 04/21  | 101-52250-249 |
| APRIL 2021                                 | Invoi | SAFETY CENTER                           | 520.64     | Open  | Non  | 04/21  | 207-52120-249 |
| Total KAUKAUNA UTILITIES (234):            |       |                                         | 23,937.69  |       |      |        |               |
| MICHELS CORPORATION (4868)                 |       |                                         |            |       |      |        |               |
| 407779                                     | Invoi | STONE FOR STORM POND                    | 448.85     | Open  | Non  | 04/21  | 630-53441-253 |
| Total MICHELS CORPORATION (4868):          |       |                                         | 448.85     |       |      |        |               |
| MIDWEST SALT LLC (5001)                    |       |                                         |            |       |      |        |               |
| P457366                                    | Invoi | INDUSTRIAL SOUTHERN COARSE SALT         | 2,906.25   | Open  | Non  | 04/21  | 620-53634-224 |
| P457378                                    | Invoi | INDUSTRIAL SOUTHERN COARSE SALT         | 2,990.00   | Open  | Non  | 04/21  | 620-53634-224 |
| P457424                                    | Invoi | INDUSTRIAL SOUTHERN COARSE SALT         | 2,876.25   | Open  | Non  | 04/21  | 620-53634-224 |
| P457505                                    | Invoi | INDUSTRIAL SOUTHERN COARSE SALT         | 2,862.50   | Open  | Non  | 04/21  | 620-53634-224 |
| Total MIDWEST SALT LLC (5001):             |       |                                         | 11,635.00  |       |      |        |               |
| NORTHEAST WI TECHNICAL COLLEGE (37)        |       |                                         |            |       |      |        |               |
| LZMM5B1MV1                                 | Invoi | SWAT BASIC-BOUCHER & REINKE             | 990.00     | Open  | Non  | 04/21  | 207-52120-201 |
| Total NORTHEAST WI TECHNICAL COLLEGE (37): |       |                                         | 990.00     |       |      |        |               |
| OUTAGAMIE COUNTY TREASURER (486)           |       |                                         |            |       |      |        |               |
| 1018649                                    | Invoi | MARCH FUEL BILL                         | 38.52      | Open  | Non  | 04/21  | 101-52050-247 |
| 1018649                                    | Invoi | MARCH FUEL BILL                         | 22.35      | Open  | Non  | 04/21  | 630-53441-247 |
| 1018649                                    | Invoi | MARCH FUEL BILL                         | 284.92     | Open  | Non  | 04/21  | 630-53442-247 |
| 1018649                                    | Invoi | MARCH FUEL BILL                         | 2,598.73   | Open  | Non  | 04/21  | 201-53620-247 |
| 1018649                                    | Invoi | MARCH FUEL BILL                         | 189.23     | Open  | Non  | 04/21  | 101-55200-247 |
| 1018649                                    | Invoi | MARCH FUEL BILL                         | 1,018.01   | Open  | Non  | 04/21  | 101-55440-247 |
| 1018649                                    | Invoi | MARCH FUEL BILL                         | 237.34     | Open  | Non  | 04/21  | 101-52200-247 |
| 1018649                                    | Invoi | MARCH FUEL BILL                         | 194.75     | Open  | Non  | 04/21  | 610-53612-247 |
| 1018649                                    | Invoi | MARCH FUEL BILL                         | 334.29     | Open  | Non  | 04/21  | 620-53644-247 |
| 1018649                                    | Invoi | MARCH FUEL BILL                         | 616.09     | Open  | Non  | 04/21  | 101-53330-217 |
| Total OUTAGAMIE COUNTY TREASURER (486):    |       |                                         | 5,534.23   |       |      |        |               |
| P.J. KORTENS AND COMPANY INC (4846)        |       |                                         |            |       |      |        |               |
| 10022839                                   | Invoi | FIELD LABOR/PUMPHOUSE 2 FLOW METER INTE | 1,217.25   | Open  | Non  | 04/21  | 620-53634-255 |
| Total P.J. KORTENS AND COMPANY INC (4846): |       |                                         | 1,217.25   |       |      |        |               |
| ST. ELIZABETH HOSPITAL (354)               |       |                                         |            |       |      |        |               |
| 03/21 EL.FVMPD                             | Invoi | MARCH BLOOD DRAWS                       | 39.39      | Open  | Med  | 04/21  | 207-52120-204 |
| Total ST. ELIZABETH HOSPITAL (354):        |       |                                         | 39.39      |       |      |        |               |

| Invoice                                        | Type  | Description                       | Total Cost | Terms | 1099 | Period | GL Account    |
|------------------------------------------------|-------|-----------------------------------|------------|-------|------|--------|---------------|
| <b>THE PENWORTHY COMPANY LLC (5212)</b>        |       |                                   |            |       |      |        |               |
| 0571097                                        | Invoi | BOOKS                             | 621.15     | Open  | Non  | 04/21  | 206-55110-206 |
| <b>Total THE PENWORTHY COMPANY LLC (5212):</b> |       |                                   |            |       |      |        |               |
| <b>TIME WARNER CABLE (89)</b>                  |       |                                   |            |       |      |        |               |
| 04/21 60703290180                              | Invoi | APRIL/MAY SERVICE                 | 106.16     | Open  | Non  | 04/21  | 620-53924-203 |
| 04/21 71406480150                              | Invoi | APRIL/MAY SERVICE                 | 147.71     | Open  | Non  | 04/21  | 207-52120-203 |
| <b>Total TIME WARNER CABLE (89):</b>           |       |                                   |            |       |      |        |               |
| <b>VERIZON WIRELESS (3606)</b>                 |       |                                   |            |       |      |        |               |
| 9877631950                                     | Invoi | MARCH/APRIL SERVICE               | 104.24     | Open  | Non  | 04/21  | 620-53924-203 |
| <b>Total VERIZON WIRELESS (3606):</b>          |       |                                   |            |       |      |        |               |
| <b>VERMEER - WISCONSIN INC (1437)</b>          |       |                                   |            |       |      |        |               |
| 30082083                                       | Invoi | RENTAL OF STUMP GRINDER           | 4,800.00   | Open  | Non  | 04/21  | 101-55440-204 |
| <b>Total VERMEER - WISCONSIN INC (1437):</b>   |       |                                   |            |       |      |        |               |
| <b>VILLAGE OF LITTLE CHUTE (1404)</b>          |       |                                   |            |       |      |        |               |
| APRIL 2021                                     | Invoi | SAFETY CENTER                     | 84.00      | Open  | Non  | 04/21  | 101-52250-249 |
| APRIL 2021                                     | Invoi | SAFETY CENTER                     | 336.02     | Open  | Non  | 04/21  | 207-52120-249 |
| APRIL 2021                                     | Invoi | GB & MISS CANAL CO                | 4.95       | Open  | Non  | 04/21  | 101-51780-249 |
| APRIL 2021                                     | Invoi | VILLAGE HALL                      | 139.13     | Open  | Non  | 04/21  | 101-51650-249 |
| APRIL 2021                                     | Invoi | CIVIC CENTER                      | 290.09     | Open  | Non  | 04/21  | 206-55110-249 |
| APRIL 2021                                     | Invoi | HERITAGE PARK                     | 5.78       | Open  | Non  | 04/21  | 101-55200-249 |
| APRIL 2021                                     | Invoi | LEGION PARK RESTROOMS             | 367.95     | Open  | Non  | 04/21  | 101-55200-249 |
| APRIL 2021                                     | Invoi | VAN LIESHOUT PARK                 | 120.45     | Open  | Non  | 04/21  | 101-55200-249 |
| APRIL 2021                                     | Invoi | HEESAKKER PARK RESTROOM           | 52.33      | Open  | Non  | 04/21  | 101-55200-249 |
| APRIL 2021                                     | Invoi | DOYLE PARK POOL/RESTROOMS         | 293.29     | Open  | Non  | 04/21  | 204-55420-249 |
| APRIL 2021                                     | Invoi | DOYLE PARK POOL/RESTROOMS         | 293.29     | Open  | Non  | 04/21  | 101-55200-249 |
| APRIL 2021                                     | Invoi | DOYLE PARK POOL/RESTROOMS         | 42.99      | Open  | Non  | 04/21  | 204-55420-249 |
| APRIL 2021                                     | Invoi | PUMP STATION JEFFERSON ST         | 36.82      | Open  | Non  | 04/21  | 620-53624-249 |
| APRIL 2021                                     | Invoi | DOYLE PARK WELL #1                | 12.72      | Open  | Non  | 04/21  | 620-53624-249 |
| APRIL 2021                                     | Invoi | #3 WELL WASHINGTON ST             | 12.38      | Open  | Non  | 04/21  | 620-53624-249 |
| APRIL 2021                                     | Invoi | 200 KAREN DR                      | 8.53       | Open  | Non  | 04/21  | 416-57600-249 |
| APRIL 2021                                     | Invoi | 206 KAREN DR                      | 8.53       | Open  | Non  | 04/21  | 416-57600-249 |
| APRIL 2021                                     | Invoi | 1401 E ELM DR                     | 978.93     | Open  | Non  | 04/21  | 101-53310-249 |
| APRIL 2021                                     | Invoi | 721 W ELM                         | 14.12      | Open  | Non  | 04/21  | 208-52900-249 |
| APRIL 2021                                     | Invoi | 3609 FREEDOM RD-WATER/SEWER       | 18.15      | Open  | Non  | 04/21  | 630-53441-249 |
| <b>Total VILLAGE OF LITTLE CHUTE (1404):</b>   |       |                                   |            |       |      |        |               |
| <b>WARRANT PAYMENTS (4565)</b>                 |       |                                   |            |       |      |        |               |
| M21004092                                      | Invoi | WARRANT- STEPHENSON               | 300.00     | Open  | Non  | 04/21  | 207-21495     |
| <b>Total WARRANT PAYMENTS (4565):</b>          |       |                                   |            |       |      |        |               |
| <b>WE ENERGIES (2788)</b>                      |       |                                   |            |       |      |        |               |
| 710165161 04/21                                | Invoi | PLANT #1 (100 WILSON ST)          | 293.47     | Open  | Non  | 04/21  | 620-53624-249 |
| 710165161 04/21                                | Invoi | STREET LIGHTS                     | 1,069.91   | Open  | Non  | 04/21  | 101-53300-249 |
| 710165161 04/21                                | Invoi | 200 E MCKINLEY ST-FVMPD           | 182.66     | Open  | Non  | 04/21  | 207-52120-249 |
| 710165161 04/21                                | Invoi | 200 E MCKINLEY ST-FIRE DEPT       | 121.77     | Open  | Non  | 04/21  | 101-52250-249 |
| 710165161 04/21                                | Invoi | PUMP STATION @ EVERGREEN & FRENCH | 270.24     | Open  | Non  | 04/21  | 620-53624-249 |
| 710165161 04/21                                | Invoi | DOYLE POOL                        | 20.40      | Open  | Non  | 04/21  | 204-55420-249 |

| Invoice                   | Type  | Description                            | Total Cost | Terms | 1099 | Period | GL Account    |
|---------------------------|-------|----------------------------------------|------------|-------|------|--------|---------------|
| 710165161 04/21           | Invoi | CROSSWINDS LED STREET LIGHTS           | 121.83     | Open  | Non  | 04/21  | 101-53310-249 |
| 710165161 04/21           | Invoi | 1401 E ELM DR                          | 6,595.58   | Open  | Non  | 04/21  | 101-53310-249 |
| 710165161 04/21           | Invoi | 920 WASHINGTON ST                      | 74.20      | Open  | Non  | 04/21  | 620-53624-249 |
| 710165161 04/21           | Invoi | CIVIC CENTER (630 MONROE ST)           | 616.55     | Open  | Non  | 04/21  | 206-55110-249 |
| 710165161 04/21           | Invoi | LC WELL #4 PUMPHOUSE (625 E EVERGREEN) | 273.51     | Open  | Non  | 04/21  | 620-53624-249 |
| 710165161 04/21           | Invoi | PLANT #2 (1118 JEFFERSON ST)           | 110.52     | Open  | Non  | 04/21  | 620-53624-249 |
| 710165161 04/21           | Invoi | 721 W ELM DR                           | 110.52     | Open  | Non  | 04/21  | 208-52900-249 |
| 710165161 04/21           | Invoi | 108 W MAIN ST                          | 477.00     | Open  | Non  | 04/21  | 101-51650-249 |
| Total WE ENERGIES (2788): |       |                                        | 10,338.16  |       |      |        |               |
| Grand Totals:             |       |                                        | 66,176.79  |       |      |        |               |

## Report GL Period Summary

Vendor number hash: 85182  
 Vendor number hash - split: 165611  
 Total number of invoices: 26  
 Total number of transactions: 102

| Terms Description | Invoice Amount | Net Invoice Amount |
|-------------------|----------------|--------------------|
| Open Terms        | 66,176.79      | 66,176.79          |
| Grand Totals:     | 66,176.79      | 66,176.79          |

## Report Criteria:

Invoice Detail.Voided = {=} FALSE

| Invoice                                     | Description                         | Total Cost    | Period | GL Account    |
|---------------------------------------------|-------------------------------------|---------------|--------|---------------|
| <b>A.P. PLUMBING LLC</b>                    |                                     |               |        |               |
| 6811                                        | WORK COMPLETED ON METRO SINK FAUCET | 179.00        | 04/21  | 207-52120-242 |
| <b>Total A.P. PLUMBING LLC:</b>             |                                     | <b>179.00</b> |        |               |
| <b>ARROWHEAD ENGINEERED PRODUCTS</b>        |                                     |               |        |               |
| 3694971                                     | HI-LIFT BLADE #46                   | 92.12         | 04/21  | 101-53330-225 |
| <b>Total ARROWHEAD ENGINEERED PRODUCTS:</b> |                                     | <b>92.12</b>  |        |               |
| <b>AUTOMOTIVE SUPPLY CO</b>                 |                                     |               |        |               |
| 60901378                                    | OIL FILTER                          | 1.74          | 04/21  | 101-53330-218 |
| 60901576                                    | ADAPTOR FOR GREASE GUN              | 10.04         | 04/21  | 101-53330-218 |
| 60901644                                    | OIL DRAIN PLUG GASKET #30           | 1.27          | 04/21  | 101-53330-225 |
| 60901644                                    | OIL DRAIN PLUG GASKETS              | 2.54          | 04/21  | 101-53330-218 |
| 60901663                                    | HIGH VELOCITY OIL FILTER            | 30.41         | 04/21  | 101-53330-218 |
| 60901732                                    | WHEAL BEARING SQUAD #89             | 97.32         | 04/21  | 101-53330-225 |
| <b>Total AUTOMOTIVE SUPPLY CO:</b>          |                                     | <b>143.32</b> |        |               |
| <b>AUTOZONE</b>                             |                                     |               |        |               |
| 1973498282                                  | WIPER BLADES                        | 33.98         | 04/21  | 207-52120-247 |
| <b>Total AUTOZONE:</b>                      |                                     | <b>33.98</b>  |        |               |
| <b>BAKER &amp; TAYLOR</b>                   |                                     |               |        |               |
| 2035913883                                  | BOOKS                               | 75.33         | 04/21  | 206-55110-206 |
| <b>Total BAKER &amp; TAYLOR:</b>            |                                     | <b>75.33</b>  |        |               |
| <b>CITY OF APPLETON</b>                     |                                     |               |        |               |
| 6732                                        | MAY WEIGHTS & MEASURES              | 568.00        | 05/21  | 101-52050-204 |
| <b>Total CITY OF APPLETON:</b>              |                                     | <b>568.00</b> |        |               |
| <b>DISSEN, DUANE</b>                        |                                     |               |        |               |
| 04/21 REIMBURSE                             | REIMBURSE FOR GIFT CARDS            | 75.00         | 04/21  | 207-52120-218 |
| <b>Total DISSEN, DUANE:</b>                 |                                     | <b>75.00</b>  |        |               |
| <b>EAGLE GRAPHICS LLC</b>                   |                                     |               |        |               |
| 13514                                       | ADD LOGO TO SUPPLIED THROWS         | 190.00        | 04/21  | 206-55110-205 |
| <b>Total EAGLE GRAPHICS LLC:</b>            |                                     | <b>190.00</b> |        |               |
| <b>EVERGREEN POWER LLC</b>                  |                                     |               |        |               |
| 10248                                       | TRIMMER HEAD KIT                    | 29.99         | 04/21  | 101-53330-221 |
| <b>Total EVERGREEN POWER LLC:</b>           |                                     | <b>29.99</b>  |        |               |
| <b>EVERYTHING DEFIBRILLATORS LLC</b>        |                                     |               |        |               |
| 20                                          | AED PADS                            | 284.97        | 04/21  | 207-52120-213 |

| Invoice                                                                                                                                                                                | Description | Total Cost                           | Period                           | GL Account                                                       |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|--------------------------------------|----------------------------------|------------------------------------------------------------------|
| Total EVERYTHING DEFIBRILLATORS LLC:                                                                                                                                                   |             | 284.97                               |                                  |                                                                  |
| FASTENAL COMPANY<br>WIKIM264134 ZIP TIES FOR SOCCER NETS                                                                                                                               |             | 23.00                                | 04/21                            | 101-55300-218                                                    |
| Total FASTENAL COMPANY:                                                                                                                                                                |             | 23.00                                |                                  |                                                                  |
| FERGUSON WATERWORKS LLC #1476<br>326386 VALVES & STAINLESS STEEL CLAMPS                                                                                                                |             | 518.76                               | 04/21                            | 620-53644-252                                                    |
| Total FERGUSON WATERWORKS LLC #1476:                                                                                                                                                   |             | 518.76                               |                                  |                                                                  |
| HEALTHY CONNECTIONS LLC<br>4042-1 HEALTH SERVICES                                                                                                                                      |             | 195.00                               | 04/21                            | 207-52120-204                                                    |
| Total HEALTHY CONNECTIONS LLC:                                                                                                                                                         |             | 195.00                               |                                  |                                                                  |
| HEARTLAND BUSINESS SYSTEMS<br>439620-H APRIL BILL PRINT QNTY 3956<br>439620-H APRIL BILL PRINT QNTY 3956<br>439620-H APRIL BILL PRINT QNTY 3956<br>439620-H APRIL BILL PRINT QNTY 3956 |             | 138.46<br>138.46<br>138.46<br>138.46 | 04/21<br>04/21<br>04/21<br>04/21 | 201-53620-206<br>610-53614-206<br>620-53904-206<br>630-53443-206 |
| Total HEARTLAND BUSINESS SYSTEMS:                                                                                                                                                      |             | 553.84                               |                                  |                                                                  |
| HOME DEPOT CREDIT SERVICES<br>1013174 UTILITY KNIFE BLADES/WALL TEXTURE SPRAY<br>2510737 SUPPLIES FOR POOL PAINTING PROJECT                                                            |             | 74.23<br>52.24                       | 04/21<br>04/21                   | 206-55110-306<br>204-55420-242                                   |
| Total HOME DEPOT CREDIT SERVICES:                                                                                                                                                      |             | 126.47                               |                                  |                                                                  |
| JX ENTERPRISES INC<br>2461064P AIR SPRING #40                                                                                                                                          |             | 102.99                               | 04/21                            | 101-53330-225                                                    |
| Total JX ENTERPRISES INC:                                                                                                                                                              |             | 102.99                               |                                  |                                                                  |
| KIMBERLY GRAPHICS<br>042321 UTV STICKERS                                                                                                                                               |             | 5.00                                 | 04/21                            | 207-52120-218                                                    |
| Total KIMBERLY GRAPHICS:                                                                                                                                                               |             | 5.00                                 |                                  |                                                                  |
| LARSEN MATERIALS LLC<br>7906 PULVERIZED TOP SOIL<br>8079 PULVERIZED TOP SOIL                                                                                                           |             | 225.00<br>75.00                      | 04/21<br>04/21                   | 101-55440-215<br>101-55440-215                                   |
| Total LARSEN MATERIALS LLC:                                                                                                                                                            |             | 300.00                               |                                  |                                                                  |
| LEE'S CONTRACTING/FABRICATING<br>22977 UHMW BLOCKS FOR AIR BAGS                                                                                                                        |             | 272.25                               | 04/21                            | 101-52200-218                                                    |
| Total LEE'S CONTRACTING/FABRICATING:                                                                                                                                                   |             | 272.25                               |                                  |                                                                  |
| LINDNER ACE HARDWARE LITTLE CHUTE<br>268868-325001 AIR FILTER<br>268883-325001 BATTERY FOR TORQUE WRENCH<br>268919-325001 CHAIN FOR DOYLE SWINGS                                       |             | 59.98<br>12.99<br>31.08              | 04/21<br>04/21<br>04/21          | 208-52900-218<br>101-53330-218<br>101-55200-218                  |

| Invoice                                        | Description                              | Total Cost | Period | GL Account    |
|------------------------------------------------|------------------------------------------|------------|--------|---------------|
| 268993-325001                                  | FASTENERS                                | 12.28      | 04/21  | 620-53634-255 |
| 268995-325001                                  | DRAIN VALVE FOR POOL                     | 11.49      | 04/21  | 204-55420-242 |
| 268999-325001                                  | EPOXY #8                                 | 7.99       | 04/21  | 101-53330-225 |
| 269001-325001                                  | HARDWARE TO REPAIR PIPE AT POOL          | 9.44       | 04/21  | 204-55420-242 |
| 269006-325001                                  | HARDWARE TO REPAIR PIPE AT POOL          | 29.85      | 04/21  | 204-55420-242 |
| 269012-325001                                  | FASTENERS #8                             | .92        | 04/21  | 101-53330-225 |
| 269016-325003                                  | ADAPTER                                  | .99        | 04/21  | 620-53634-255 |
| 269017-325001                                  | TOGGLE SWITCH #8                         | 7.99       | 04/21  | 101-53330-225 |
| 269022-325003                                  | HARDWARE FOR DOYLE BATHROOM              | .59        | 04/21  | 620-53634-255 |
| 269045-325001                                  | SANDING ITEMS & SCRUBBER RENTAL          | 72.94      | 04/21  | 204-55420-242 |
| 269076-312001                                  | AUTO DETAILING ITEMS                     | 78.91      | 04/21  | 101-52200-218 |
| 269085-325001                                  | TOOL                                     | 15.99      | 04/21  | 101-55200-218 |
| 269115-325001                                  | PVC PIPE                                 | 1.39       | 04/21  | 630-53441-218 |
| 269141-333011                                  | BATTERIES                                | 7.49       | 04/21  | 207-52120-218 |
| 269161-325001                                  | LYSOL/PAINT BRUSH/MASKING TAPE/FLASHLIGH | 46.94      | 04/21  | 206-55110-306 |
| 269205-325001                                  | PAINTERS TAPE                            | 7.99       | 04/21  | 204-55420-242 |
| 269206-325001                                  | BLUE TARP FOR SALT STORAGE               | 159.98     | 04/21  | 101-53350-218 |
| 269232-325001                                  | HOSE CLAMP #8                            | 4.78       | 04/21  | 101-53330-225 |
| 269236-325001                                  | EPOXY #8                                 | 7.99       | 04/21  | 101-53330-225 |
| 269261-325001                                  | 3" COUPLING #8                           | 4.78       | 04/21  | 101-53330-225 |
| 269321-325001                                  | CABLE TIES FOR SOCCER NETS               | 19.18      | 05/21  | 101-55300-218 |
| 269321-325001                                  | SPRAY PAINT TO COVER VANDALISM           | 7.98       | 04/21  | 101-55200-218 |
| 269326-325001                                  | PVC PIPE #8                              | 5.59       | 04/21  | 101-53330-225 |
| 269332-325001                                  | KEYS CUT TO VL SHED                      | 15.92      | 04/21  | 101-55200-218 |
| 269405-325001                                  | HARDWARE FOR DOYLE BATHROOM              | 1.58       | 04/21  | 101-55200-218 |
| Total LINDNER ACE HARDWARE LITTLE CHUTE:       |                                          | 645.02     |        |               |
| LLOYD, MICHAEL                                 |                                          |            |        |               |
| 04/21 REIMBURSE- REIMBURSE FOR RETIREMENT PICS |                                          | 18.98      | 04/21  | 101-52200-219 |
| Total LLOYD, MICHAEL:                          |                                          | 18.98      |        |               |
| MAGNOLIA JOURNAL                               |                                          |            |        |               |
| 042721 MAGAZINE SUBSCRIPTION                   |                                          | 20.00      | 04/21  | 206-55110-207 |
| Total MAGNOLIA JOURNAL:                        |                                          | 20.00      |        |               |
| MBM                                            |                                          |            |        |               |
| 569622 CONTRACT OVERAGE CHARGE/COLOR COPIES    |                                          | 184.80     | 04/21  | 101-51650-207 |
| Total MBM:                                     |                                          | 184.80     |        |               |
| MCC INC                                        |                                          |            |        |               |
| 265692 COLD MIX                                |                                          | 584.55     | 04/21  | 101-53300-216 |
| 265692 COLD MIX                                |                                          | 194.85     | 04/21  | 620-53644-216 |
| Total MCC INC:                                 |                                          | 779.40     |        |               |
| MCMAHON ASSOCIATES INC                         |                                          |            |        |               |
| 922233 WETLAND CONSULTING                      |                                          | 725.05     | 04/21  | 416-51027-263 |
| Total MCMAHON ASSOCIATES INC:                  |                                          | 725.05     |        |               |
| MIDWEST METER INC                              |                                          |            |        |               |
| 131043 ENCODERS FOR METERS                     |                                          | 198.24     | 04/21  | 620-53644-253 |

| Invoice                                 | Description                       | Total Cost | Period | GL Account    |
|-----------------------------------------|-----------------------------------|------------|--------|---------------|
| Total MIDWEST METER INC:                |                                   | 198.24     |        |               |
| NASSCO INC                              |                                   |            |        |               |
| S2748807.001                            | LATEX GLOVES                      | 298.40     | 04/21  | 101-55200-222 |
| S2748807.001                            | LATEX GLOVES                      | 33.15      | 04/21  | 101-53300-213 |
| Total NASSCO INC:                       |                                   | 331.55     |        |               |
| OUTAGAMIE WAUPACA LIBRARY SYSTEM        |                                   |            |        |               |
| 3670                                    | LAPTOP CABINET                    | 300.06     | 04/21  | 206-55110-209 |
| Total OUTAGAMIE WAUPACA LIBRARY SYSTEM: |                                   | 300.06     |        |               |
| PRIMADATA LLC                           |                                   |            |        |               |
| MAY 2021                                | MAY POSTCARD POSTAGE              | 275.00     | 05/21  | 201-53620-226 |
| MAY 2021                                | MAY POSTCARD POSTAGE              | 275.00     | 05/21  | 610-53613-226 |
| MAY 2021                                | MAY POSTCARD POSTAGE              | 275.00     | 05/21  | 620-53904-226 |
| MAY 2021                                | MAY POSTCARD POSTAGE              | 275.00     | 05/21  | 630-53443-226 |
| Total PRIMADATA LLC:                    |                                   | 1,100.00   |        |               |
| PROGRESSIVE BIKE RAMPS                  |                                   |            |        |               |
| 26306                                   | RAMP ARMOR                        | 872.00     | 04/21  | 101-55200-242 |
| Total PROGRESSIVE BIKE RAMPS:           |                                   | 872.00     |        |               |
| REINDERS INC                            |                                   |            |        |               |
| 2694279                                 | LAWN SEED MIX & ROUNDUP           | 264.98     | 04/21  | 101-55200-215 |
| 2694279                                 | SPRAYER                           | 96.44      | 04/21  | 101-55200-221 |
| Total REINDERS INC:                     |                                   | 361.42     |        |               |
| STAPLES ADVANTAGE                       |                                   |            |        |               |
| 3474941635                              | INVISIBLE TAPE                    | 3.12       | 04/21  | 101-51420-206 |
| 3474941635                              | POST-ITS/ADDING TAPE/HIGHLIGHTERS | 71.38      | 04/21  | 101-51650-206 |
| 3474941636                              | COPY PAPER                        | 147.68     | 04/21  | 101-51650-206 |
| 3475403826                              | PRINTER RIBBON                    | 11.50      | 04/21  | 101-51420-206 |
| Total STAPLES ADVANTAGE:                |                                   | 233.68     |        |               |
| TOTAL TOOL SUPPLY INC                   |                                   |            |        |               |
| 6148352                                 | WORK GLOVES                       | 25.00      | 04/21  | 101-53300-213 |
| 6148352                                 | WORK GLOVES                       | 49.98      | 04/21  | 101-55200-213 |
| 6148352                                 | WORK GLOVES                       | 12.50      | 04/21  | 630-53442-213 |
| TOTAL TOOL SUPPLY INC:                  |                                   | 87.48      |        |               |
| UNIFIRST CORPORATION                    |                                   |            |        |               |
| 0970330410                              | SHIRTS/PANTS                      | 5.15       | 04/21  | 101-53330-213 |
| 0970330410                              | LAUNDRY BAGS/WIPERS               | 9.71       | 04/21  | 101-53330-218 |
| 0970330839                              | SHIRTS/PANTS                      | 5.15       | 04/21  | 101-53330-213 |
| 0970330839                              | LAUNDRY BAGS/WIPERS               | 9.71       | 04/21  | 101-53330-218 |
| Total UNIFIRST CORPORATION:             |                                   | 29.72      |        |               |

| Invoice                               | Description         | Total Cost | Period | GL Account    |
|---------------------------------------|---------------------|------------|--------|---------------|
| <b>WEST BEND MUTUAL INS CO</b>        |                     |            |        |               |
| NOS2488643                            | NOTARY-VANDENHEUVEL | 20.00      | 04/21  | 207-52120-228 |
| NOS2488649                            | NOTARY-STAHMANN     | 20.00      | 04/21  | 207-52120-228 |
| <b>Total WEST BEND MUTUAL INS CO:</b> |                     |            |        |               |
| <b>Grand Totals:</b>                  |                     |            |        |               |
| <b>9,696.42</b>                       |                     |            |        |               |

**Report GL Period Summary**

Vendor number hash: 248878  
 Vendor number hash - split: 297825  
 Total number of invoices: 71  
 Total number of transactions: 87

| Terms Description    | Invoice Amount  | Net Invoice Amount |
|----------------------|-----------------|--------------------|
| Open Terms           | 9,696.42        | 9,696.42           |
| <b>Grand Totals:</b> | <b>9,696.42</b> | <b>9,696.42</b>    |

**Report Criteria:**

Invoice Detail.Voided = {=} FALSE

## **Disbursement List - May 5, 2021**

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|                                                |                     |
|------------------------------------------------|---------------------|
| Payroll & Payroll Liabilities - April 29, 2021 | <b>\$228,645.69</b> |
| Prepaid Invoices - April 23, 2021              | <b>\$51,197.60</b>  |
| Prepaid Invoices - April 29, 2021              | <b>\$158,553.80</b> |
| Prepaid Invoices - April 30, 2021              | <b>\$66,176.79</b>  |

Utility Commission-

### **CURRENT ITEMS**

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|                          |                   |
|--------------------------|-------------------|
| Bills List - May 5, 2021 | <b>\$9,696.42</b> |
|--------------------------|-------------------|

|                                              |                     |
|----------------------------------------------|---------------------|
| <b>Total Payroll, Prepaid &amp; Invoices</b> | <b>\$514,270.30</b> |
|----------------------------------------------|---------------------|

The above payments are recommended for approval:

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

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Approved May 5, 2021

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Michael R Vanden Berg, Village Presiden

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Laurie Decker, Clerk



## FOX VALLEY METRO POLICE DEPARTMENT DANGEROUS ANIMAL NOTICE

Name: Jade Van Lankvelt and Kristin Van Lankvelt

DOB: Jade: (06/10/1982) Kristin: (05/04/1984)

Address: 1305 Coolidge Ave  
Little Chute, WI 54140

Telephone: (920) 284-8834

Date: 04/15/2021

Dog Name:

Nola

Breed: Mut

Sex: Female

Color: Brown

License #:

Not License

**The above listed animal has been declared dangerous under Section 6-25 of the Village of Little Chute Code of Ordinances. Per Section 6-26, it is unlawful for anyone to harbor a dangerous animal within the Village unless all of the following provisions are complied with. The below information is a summary of the provisions listed in Little Chute Ordinance Sec. 6-26 and does not list the contents of the ordinance in its entirety.**

- The animal will be registered with the Police Department upon receipt of this notice and annually thereafter before April 1 of each year. At registration, a current color photograph, proof of liability insurance (as described below) and the registration fee (\$75.00) must be provided.
- The animal will not be allowed outside a dwelling, kennel or pen unless it is restrained with a leash no longer than 4 feet.
- The animal will not be kept on a chain, rope, or other leash outside unless a competent person, 16 years old or older, is in physical control of the leash.
- The animal may be leashed or chained to an immovable object but only if the owner or caretaker is in physical presence at all times.
- The animal, outside the dwelling, kennel, or pen will be muzzled at all times in a humane way to prevent the animal from biting a person or other animal.
- Except when leashed and muzzled, the animal will be confined indoors or in a securely locked pen/kennel/structure on the owner/caretaker's premises. The pen/kennel/structure must be designed so the animal can't exit on its own. The pen/kennel/structure must be childproof from the outside and animal proof from the inside. A strong metal double fence with adequate space (at least 2 feet) must be provided so that a child cannot reach into the pen/kennel. The pen/kennel/structure must have secure sides and a secure top attached to all sides. It must have a secure bottom or floor attached to the sides or the sides must be embedded in the ground no less than 2 feet. The pen/kennel/structure used to confine the animal must be locked with a key or combination lock. Any structure built to confine the animal must be in compliance with zoning and building regulations and must be adequately lighted, ventilated, and kept in a clean and sanitary condition.
- The animal will not be kept on a porch, patio or any part of a house or structure, on the owner/caretaker's premises, that would allow the animal to exit the building on its own volition. The dog will not be kept in a house or structure when the windows are open or when screen windows or screen doors are the only obstacle preventing the animal from exiting the structure.
- Signs (with letters no less than 2 inches) must be displayed in prominent places near all entrances to the premises warning that there is a dangerous animal on the property. A similar sign must be posted on the animal's kennel/pen. Also a sign (with a symbol warning children of the presence of a dangerous animal) must be displayed on or near the kennel/pen.

- Within 30 days upon receipt of this notice, written proof from a licensed veterinarian that the dog was spayed or neutered must be provided to the Police Department.
- A certificate of insurance showing the owner/caretaker has procured liability insurance in an amount not less than \$1,000,000 for any personal injuries inflicted by the animal must be provided to the Police Department. The Police Department must also be notified of any non-renewal or cancellation of insurance policies.
- Notification must be made to the Police Department within 24 hours if the animal is at large, is unconfined, has attacked another animal or person, or has died.
- If the animal is sold or the possession of the animal is transferred to another person, agency, or organization they must be informed that the animal was declared dangerous and must be provided a copy of this notice. If the animal is sold or possession of the animal is transferred, the Police Department must be notified within 3 days of the name, address, and telephone number of the new owner.

**The owner or custodian shall immediately comply with leashing, muzzling and confinement requirements of Section 6-26 with all other requirements in that section being satisfied within thirty (30) days of the dangerous declaration.**

**Failure to comply with these provisions will result in future legal penalties. To contest this order, a written objection specifically stating the reason(s) for contesting, can be submitted to the Village Clerk for a scheduled hearing by the Village Board. The written objection must be submitted no later than 72 hours after receipt of this notice.**

**If you have any questions regarding this notice, please contact the Office Laura Oster at the Fox Valley Metro Police Department.**



# FOX VALLEY METRO POLICE DEPARTMENT

Officer Report for Incident M21003621

**Nature:** Animal Bite  
**Location:** OFVN

**Address:** 1205 HIETPAS ST  
LITTLE CHUTE WI 54140

**Offense Codes:** ANML

**Received By:** CORNELIUS A

**How Received:** T

**Agency:** FV

**Responding Officers:** OSTER L, LOZANO R

**Responsible Officer:** LOZANO R

**Disposition:** CLO 04/14/21

**When Reported:** 19:23:21 04/14/21

**Occurred Between:** 19:23:17 04/14/21 and 19:27:00 04/14/21

**Assigned To:**

**Detail:**

**Date Assigned:** \*\*/\*\*/\*\*

**Status:**

**Status Date:** \*\*/\*\*/\*\*

**Due Date:** \*\*/\*\*/\*\*

**Complainant:**

**Last:**

**First:**

**Mid:**

**DOB:** \*\*/\*\*/\*\*

**Dr Lic:**

**Address:**

**Race:**

**Sex:**

**Phone:**

**City:**

**Offense Codes**

**Reported:** ANML ANIMAL

**Observed:**

**Additional Offense:** ANML ANIMAL

**Circumstances**

**Responding Officers:**

**Unit :**

OSTER L

613

LOZANO R

616

**Responsible Officer:** LOZANO R

**Agency:** FV

**Received By:** CORNELIUS A

**Last Radio Log:** 20:13:19 04/14/21 C

**How Received:** T Telephone

**Clearance:** R REPORT

**When Reported:** 19:23:21 04/14/21

**Disposition:** CLO **Date:** 04/14/21

**Judicial Status:**

**Occurred between:** 19:23:17 04/14/21

**Misc Entry:**

**and:** 19:27:00 04/14/21

**Modus Operandi:**

**Description :**

**Method :**

**Involvements**

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| Date     | Type     | Description                   | Relationship    |
|----------|----------|-------------------------------|-----------------|
| 04/15/21 | Name     | [REDACTED]                    | Contact         |
| 04/14/21 | Name     | GITTER, JACOB LLOYD           | Victim          |
| 04/14/21 | Name     | VAN LANKVELT, KRISTIN L       | Contact         |
| 04/14/21 | Name     | VAN LANKVELT, JADE LIANA      | Adult Offender  |
| 04/14/21 | Name     | ANDERSON, ERIC MATTHEW        | Witness         |
| 04/14/21 | Citation | [No description]              |                 |
| 04/14/21 | Offense  | Offense#: 71319 - O - 1 count | Charged With    |
| 04/14/21 | Cad Call | 19:23:21 04/14/21 Animal Bite | Initiating Call |

## Narrative

On 04-14-2021, at approximately 1923 hours, I, Officer Lozano, was dispatched to an animal bite, located at 1205 Hietpas Street, in the Village of Little Chute, Outagamie County, Wisconsin. The reporting person, Jacob Gitter, advised dispatch that his dog was attacked by another dog. Gitter advised dispatch that he had to hit the other dog with a shovel after it refused to let go of his dog. Gitter stated that he kicked the dog that was attacking his about twelve plus times.

Upon arrival, I made contact with Gitter, who seemed a bit shaken up over the incident. I asked Gitter to explain what happened, and he advised that his dog was outside in the front yard while he was leaf blowing the driveway. Gitter advised that a younger child, who was later identified as [REDACTED] (12 yrs. of age), was out walking his dog and might have lost control of it. Gitter said he heard his dog yelping and came around to the front yard and saw that [REDACTED] dog had Gitter's dog pinned down on the ground and was continually biting him. Gitter stated that he kicked [REDACTED] dog as hard as he could about five or six times in the side and it did not affect the dog. Gitter stated that he screamed for his wife to get his child in the house, then he ran to the garage, grabbed a shovel, and hit [REDACTED] dog with the backside of the shovel about ten times. Gitter advised [REDACTED] his eventually caused Hawthorne's dog to stop biting his dog. Gitter stated that Hawthorne's dog was laying on the ground possibly unconscious.

While I was speaking with Gitter, he expressed his guilt many times over the fact that he had to hit Hawthorne's dog with a shovel. Gitter stated, "I didn't want to hurt the dog, but it was going to kill my dog." Gitter stated that [REDACTED] was crying and ran to his residence to grab his mother. Gitter informed me that his next-door neighbor witnessed the incident. Gitter advised that Kristin Van Lankvelt came to his residence, picked up the dog, and asked him not to call the police because the dog has bit another dog in the past. I asked Gitter if I could come inside to see his dog, and he invited me inside. Gitter informed me that no human was bit or scratched during the altercation. While looking at the dog, I observed visible red liquid on the dog. Gitter advised that his dog was bit on the left front leg and a puncture on the back of the dog. I asked Gitter if he would be willing to fill out a written statement, and he did; his statement will be included in this report.

I then went and spoke to the next-door neighbor, who verbally identified himself as Eric Anderson. I asked Anderson to explain to me what he saw, and he advised that he was inside his residence when he heard barking outside. Anderson stepped outside and saw that [REDACTED] dog had its jaws around the neck of Gitter's dog. Anderson advised [REDACTED] tried getting [REDACTED] dog off and did eventually hit it with a shovel. Anderson said that Gitter began panicking and stating that he did not try to kill the dog. I asked Anderson if he would be willing to fill out a written statement, and he said yes; his statement will be included with this report.

I then made phone contact with Jade Van Lankvelt, the mother of [REDACTED] and the wife of Kristin Van Lankvelt. Jade Van Lankvelt advised that she did not see what happened but did have everything explained to her. Jade Van Lankvelt did advise that [REDACTED] was walking the dog when the incident happened. Jade Van Lankvelt informed me that they had taken the dog to the emergency veterinarian to be seen for its injuries. Jade Van Lankvelt advised that she thinks her dog was trying to protect [REDACTED] and bit Gitter's dog around the neck. Jade Van Lankvelt advised that her dog must have gotten out of her leash and collar,

because when she arrived on scene, the leash was attached to the collar, but the collar was not on the dog. I went back to Gitter and advised him that I was going to cite the Jade Van Lankvelt for this incident. Jade Van Lankvelt advised that [REDACTED] was not bit or scratched during this incident.

I later made another phone call to Jade Van Lankvelt and advised her that I would have to cite her or Kristin Van Lankvelt; Jade Van Lankvelt advised that she would take the citation. Jade Van Lankvelt then put me on the phone with Kristin Van Lankvelt. I asked Kristin Van Lankvelt if her dog has bitten another dog in the past, and she said yes, about three or four years ago. I advised Kristin Van Lankvelt that I would be citing Jade Van Lankvelt for the incident tonight, and she understood. Kristin Van Lankvelt asked if her dog had to be euthanized, and I informed her that the Village Board would deal with something like that if her dog were deemed dangerous. I also Informed Kristin Van Lankvelt that I would speak to my supervisors regarding her dog being involved in multiple dog bite incidents and possibly being deemed a dangerous animal. I advised Kristin Van Lankvelt that I would be mailing the citation and giving her a call back tomorrow.

On 04-15-2021, at approximately 1730 hours, I spoke with Kristin Van Lankvelt on the phone and advised her that I spoke to my supervisor, and we felt it was best to deem their dog dangerous. At approximately 1745 hours, CSO Hansen, CSO Millard, and I went to the Van Lankvelt residence, located at 1305 Coolidge Avenue, in the Village of Little Chute. I issued and explained the citation to Jade Van Lankvelt. I then gave Jade Van Lankvelt the Dangerous Animal Notice and advised her and Kristin Van Lankvelt that their dog has been deemed dangerous by Fox Valley Metro Police Department. I informed the Van Lankvelt's that if they wanted to contest this, they needed to do so within 72 hours to the Little Chute Village Clerk. They understood and asked if they could keep their dog. I advised that if they follow the rules on the Dangerous Animal notice, then yes, they could.

END OF REPORT #616 RL 04-15-2021

mpw 4/16/2021

**Name Involvements:****Contact :** 1181663**Last:** VAN  
**LANKVELT****DOB:** [REDACTED]**First:** KRISTIN**Mid:** L**Dr Lic:** [REDACTED]**Address:** 1305 COOLIDGE AV**Race:** U      **Sex:** F**Phone:** [REDACTED]**City:** LITTLE CHUTE, WI 54140**Witness :** 3290979**Last:** ANDERSON**First:** ERIC**Mid:** MATTHEW**DOB:** [REDACTED]**Dr Lic:** [REDACTED]**Address:** 1207 HIETPAS ST**Race:** W      **Sex:** M**Phone:** (920)841-5089**City:** LITTLE CHUTE, WI 54140**Adult Offender :** 3244981**Last:** VAN  
**LANKVELT****DOB:** [REDACTED]**First:** JADE**Mid:** LIANA**Dr Lic:** [REDACTED]**Address:** 1305 COOLIDGE AVE**Race:** W      **Sex:** F**Phone:** (920)284-8834**City:** LITTLE CHUTE, WI 54140**Contact :** 374987**Last:** [REDACTED]**First:** [REDACTED]**Mid:** [REDACTED]**DOB:** [REDACTED]**Dr Lic:****Address:** 1305 COOLIDGE AV**Race:** W      **Sex:** M**Phone:** ()-**City:** LITTLE CHUTE, WI 54140**Victim :** 1007287**Last:** GITTER**First:** JACOB**Mid:** LLOYD**Dr Lic:** [REDACTED]**Address:** 1205 HIETPAS ST**Race:** W      **Sex:** M**Phone:** (920)475-2131**City:** LITTLE CHUTE, WI 54140

**Sentryx Booking Information:**

Sentryx Booking Number: 50896

Name Number: 3244981

Name: VAN LANKVELT, JADE LIANA

Address: 1305 COOLIDGE AVE

Phone: (920)284-8834

LITTLE CHUTE, WI 54140

DOB: [REDACTED]

Dr Lic: [REDACTED]

Assigned Bed: "

Current Location: "

Booking Date: 04/14/21

**Sentryx Arrest # 40334**

Time/Date: 19:23:21 04/14/21

Agency: FV

Age at Arrest: 38

Location: 1205 HIETPAS ST

Officer:

LOZANO R

Arrest Type: S

Area: OFVN

Reference:

Disposition:

**Sentryx Offense # 71319**

Statute: L 6-7BA

NCIC:

Offense: 90Z

Crime Class: O

Offense Reference:

Offense Type: M

Offense Area: OFVN

Related Incident: M21003621

Law Jurisdiction: FV

Entry Code:

Offense Location:

Court Code:

Offense Time/Date: 19:23:21 04/14/21

Offense Disposition:

Disposition Date: \*\*/\*\*/\*\*



# Fox Valley Metro Police Department

## Statement Form

Incident #: MH 003621Date: 4-14-2021Page # 1 of 1

|                                           |                              |                             |                      |
|-------------------------------------------|------------------------------|-----------------------------|----------------------|
| First Name:<br><b>JACOB</b>               | Middle Initial:<br><b>L</b>  | Last Name:<br><b>GITTER</b> | D.O.B.<br>[REDACTED] |
| Street Address:<br><b>1205 HIETRAS ST</b> | City:<br><b>LITTLE CHUTE</b> | State:<br><b>WI</b>         | Zip:<br><b>54140</b> |
| Home Phone:<br><b>920-475-2131</b>        | Cell Phone:<br>-             | Work Phone:<br>-            |                      |

|                                                                                                                  |           |
|------------------------------------------------------------------------------------------------------------------|-----------|
| I did not give anyone permission to cause me pain, injury or bodily harm.                                        | Initials: |
| I did not give anyone permission to enter my property, land, any building or dwelling controlled or owned by me. | Initials: |
| I did not give anyone permission to take, carry away, or retain possession of my movable property.               | Initials: |
| I did not give anyone permission to damage any of my property.                                                   | Initials: |

In your own words; describe WHO did WHAT, WHERE, WHEN, WHY and HOW. Be accurate and complete. (PLEASE PRINT)

Was in front yard blowing driveway off with leafblower. My dog Dutch was in front yard and my son was in the back. Neighbor said was walking his dog (apparently to be a pit bull mix of some sort) and it got away from him and attacked my dog. I quickly got son in the house and then tried to get the dog off. I kicked the dog 10-12 times and it wouldn't let go. So I grabbed a shovel from garage and hit the dog with the handle until it let go. Several neighbors (who I believe to be amorous) came and take the dog to the vet.

Signature (Author)

Jacob GitterDate: 4/14/21 Time: 7:52

Signature (Officer)

Leah J.Date: 4/14/21 Time: 0253



## Fox Valley Metro Police Department

## Statement Form

Incident #: MD1 00.3621Date: 4-14-2021Page # 1 of 1

|                                           |                                    |                               |                      |
|-------------------------------------------|------------------------------------|-------------------------------|----------------------|
| First Name:<br><u>Eric</u>                | Middle Initial:<br><u>M</u>        | Last Name:<br><u>Anderson</u> | D.O.B.<br>[REDACTED] |
| Street Address:<br><u>1207 nietsas st</u> | City:<br><u>Little Chute</u>       | State:<br><u>Wis</u>          | Zip:<br><u>54140</u> |
| Home Phone:<br>[REDACTED]                 | Cell Phone:<br><u>920-841-5089</u> | Work Phone:<br>[REDACTED]     |                      |

|                                                                                                                  |           |
|------------------------------------------------------------------------------------------------------------------|-----------|
| I did not give anyone permission to cause me pain, injury or bodily harm.                                        | Initials: |
| I did not give anyone permission to enter my property, land, any building or dwelling controlled or owned by me. | Initials: |
| I did not give anyone permission to take, carry away, or retain possession of my movable property.               | Initials: |
| I did not give anyone permission to damage any of my property.                                                   | Initials: |

In your own words; describe WHO did WHAT, WHERE, WHEN, WHY and HOW. Be accurate and complete. (PLEASE PRINT)

I was sitting in my chair i' heard dogs Barking/Fighting, I got up and seen dogs Fighting, Unknown dog had dutch by the neck and wouldn't let go. Take tried mutiple times to seperate the dogs, the owner of the other dog was Yelling at his dog to get off, then Take disapeared came back with a shovel and hit ~~hurt~~ unknown dog with the handle of the shovel 5-6 times and Finally the dog let go of dutch's neck and layed there while dutch ran away. Take Paniced and kept saying he didn't try or want to ~~hurt~~ hurt your dog. The dog walker ran home, came back the family members came. Take Kept saying we have to call 911. While the dogs were Fighting Some lady from the Park came, unknown if it was any relation. Then they loaded dog in car and left.

Signature (Author)

Eric AndersonDate: 4-14-21 Time: 8:00

Signature (Officer)

Rich JoDate: 4-14-21 Time: 0253

16-APR-2021

VILLAGE CLERK LAURIE DECKER,  
MY NAME IS KRISTYN VAN LANKVELT, I AM WRITING TO YOU TODAY TO CONTEST  
THE RECENT DESIGNATION OF DANGEROUS ANIMAL PLACED ON MY DOG, NOLA,  
ON 15-APRIL-21. I UNDERSTAND THE DUTY OF THE LITTLE CHUTE / FOX VALLEY  
OFFICER TO FOLLOW THE ORDINANCE & HAND OUT THE DESIGNATION, HOWEVER  
I WOULD LIKE TO APPEAL TO THE REASONS WHY I FEEL THIS IS CONTESTABLE.  
NOLA HAS NOW HAD TWO SEPARATE INCIDENTS WHERE SHE AND ANOTHER DOG  
HAS AN ALTERCATION. THE FIRST INCIDENT WAS OVER THREE YEARS AGO &  
MY WIFE AND I TOOK RESPONSIBILITY. SINCE THEN, NOLA HAS BEEN ON HUNDREDS  
OF WALKS IN THE NEIGHBORHOOD WITH ZERO INCIDENT UNTIL THIS LAST  
WEDNESDAY. MY 12 YEAR OLD SON AUGUST WAS WALKING NOLA IN THE  
NEIGHBORHOOD ON HER LEASH AS HE AND HIS OLDER BROTHER ALWAYS DO  
WHEN THEY WALKED PAST THE OTHER DOGS HOME. THE OTHER DOG, CAME  
RUNNING AROUND THE HOUSE TOWARDS MY SON & MY DOG. MY DOG, REACTED  
TO THE SITUATION AS A THREAT TO MY SON & THE DOGS FOUGHT. I'M SURE THE  
OTHER DOG DIDN'T HAVE BAD INTENTIONS, HOWEVER, THE PERCEPTION MY DOG  
HAD, WAS IT WAS A THREAT. THE DOGS ENDED UP BEING BROKEN UP BY THE OTHER  
DOGS OWNER, HE TOOK A SHOVEL AND HIT MY DOG SEVERAL TIMES RENDERING HER  
UNCONSCIOUS. MY AUGUST IS HORRIFIED AND HASN'T SLEPT SINCE. I KNOW DEEP  
DOWN THE OTHER DOG OWNER DID WHAT HE THOUGHT WAS NECESSARY, IF I HAD  
BEEN IN THE SITUATION, I LIKELY WOULD HAVE ACTED DIFFERENTLY, BUT WE TOTALLY  
WON'T KNOW & DON'T KNOW. READING THROUGH THE ORDINANCE I DEFINATELY  
UNDERSTAND HAVING AN ADULT 16 OR OLDER IN CONTROL OF NOLA & MANY  
OTHER PROVIDED INSURANCES (MUZZLE IN PUBLIC, FENCED YARD) HOWEVER, NOLA  
HAS NEVER HARMED, INJURED, OR EVEN SHOWN AGGRESSION TOWARDS A HUMAN  
BEING. SHE IS SWEET, LOVING, & SUPPORTIVE TO HER FAMILY & ALL GUESTS TO OUR  
HOME INCLUDING, MY CHILDRENS FRIENDS, MY NIECES/NEPHEWS, PARENTS, BROTHERS,  
SISTERS, FRIENDS & SO ON. I FEEL THIS DESIGNATION WOULD BE DETERIMENTAL  
TO MY CHILDREN, MY FAMILY, AS WELL AS NOLA. PLEASE CONSIDER. I APPRECIATE  
YOUR TIME. PLEASE FEEL FREE TO REACH OUT TO ME WITH QUESTIONS OR  
CONCERNS

SINCERELY, KRISTYN VAN LANKVELT  


920-428-4413  
turbo5607@gmail.com



To the Village Board  
Village of Little Chute  
Little Chute, Wisconsin

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Village of Little Chute for the year ended December 31, 2020. Professional standards require that we provide you information about our responsibilities under generally accepted auditing standards as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated September 4, 2020.

#### **Our Responsibility Under Auditing Standards Generally Accepted in the United States of America**

As stated in our engagement letter, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. We are responsible for planning and performing the audit to obtain reasonable, but not absolute, assurance that the financial statements are free from material misstatement. Our audit of the financial statements does not relieve you or management of your responsibilities.

Our audit included examining on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit involved judgment about the number of transactions to be examined and the areas to be tested.

Our audit included obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatement may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Any internal control related matters that are required to be communicated under professional standards are included later in this letter.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the schedule of revenues, expenditures, and changes in fund balance – budget and actual – general fund, schedule of revenues, expenditures, and changes in fund balance – budget and actual – special revenue fund – consolidated police services, schedules of employer's proportionate share of the net pension liability (asset) and employer contributions - Wisconsin Retirement System, and schedule of changes in total OPEB liability and related ratios – other post-employment benefits – single employer plan which supplement the basic financial statements, was to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI was not audited and, because the limited procedures did not provide us with sufficient evidence to express an opinion or provide any assurance, we did not express an opinion or provide any assurance on the RSI.

We have been engaged to report on combining and individual fund financial statements and budgetary comparison schedules as indicated in the financial statement's table of contents, which accompany the financial statements but are not RSI. Our responsibility for this supplementary information, except the budget information, as described by professional standards, was to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information, except the budget information, was fairly stated, in all material respects, in relation to the financial statements as a whole.



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**Our Responsibility Under Auditing Standards Generally Accepted in the United States of America  
(Continued)**

The introductory and statistical sections as well as the budgetary information included in the supplementary information were not subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we did not express an opinion or provide assurance on them.

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit involved judgment about the number of transactions to be examined and the areas to be tested.

Our audit included obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Any internal control related matters that are required to be communicated under professional standards are included later in this letter.

**Significant Audit Findings**

*Qualitative Aspects of Accounting Practice*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Village are described in Note 1 to the financial statements. We noted no transactions entered into by the Village during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

Management's estimates of the net pension asset for the Village's participation in the Wisconsin Retirement System (WRS), the total pension liability for the Volunteer Firefighters' pension and the other post-employment benefit liability related to the healthcare benefits provided to employees in retirement, are based on actuarially determined amounts. The related deferred inflows and outflows of resources related to these plans are also based on actuarially determined amounts. We evaluated the key factors and assumptions used to develop the pension and other post-employment benefit asset, liabilities, and related deferred outflows and inflows of resources in determining that they are reasonable in relation to the financial statements taken as a whole.

Management's estimate of the useful lives of the capital assets is based on industry standards. We evaluated the key factors and assumptions used to develop the estimated useful lives in determining that it is reasonable in relation to the financial statements taken as a whole.

To the Village Board  
Village of Little Chute  
Page 3

### **Significant Audit Findings (Continued)**

Certain financial statement disclosures are particularly sensitive because of their significance to the financial statement users. The most sensitive disclosures affecting the financial statements were:

The disclosure of deposits and investments and the related risk associated with them in Note 2 to the financial statements. The footnote was prepared based on the requirements of the Governmental Accounting Standards Board and is intended to inform readers as to the risk associated with the Village's cash and investments.

The disclosure of the net pension asset for WRS, the total pension liability for the Volunteer Firefighters' pension supplement, and the other post-employment benefits liability as well as the related deferred inflows and outflows of resources are contained in the notes to the basic financial statements and referenced as 12, 13, and 15, respectively. The notes to the basic financial statements were prepared based on the requirements of the Governmental Accounting Standards Board and are intended to inform readers as to the risks associated with the Village's participation in the Wisconsin Retirement System, as well as the provision of benefits to Volunteer Firefighters and other post-employment benefits related to healthcare provided to retired employees of the Village.

The financial statement disclosures are neutral, consistent, and clear.

### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. During the course of the audit we assisted the Finance Director in making adjusting entries. Most of these entries related to the recognition of the Wisconsin Retirement System balance sheet accounts. We noted a significant decrease in adjusting entries from the previous year. All adjusting entries prepared and discussed during the audit are included in the financial statements.

### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated April 28, 2021.

### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Village's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Difficulties Encountered in Performing the Audit*

We encountered no difficulties in working with management in performing and completing our audit.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Village's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

With respect to the supplemental information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplemental information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village as of and for the year ended December 31, 2020, in accordance with auditing standards generally accepted in the United States of America, we considered the Village's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control. Accordingly, we do not express an opinion on the effectiveness of the Village's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we identified a deficiency in internal control that we consider to be a significant deficiency.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We did not identify any deficiencies in internal control that we consider to be a material weakness.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the following deficiency in the Village's internal control to be a significant deficiency.

*Financial Reporting* - One of the components of internal control over financial reporting is that employees of an organization be sufficiently knowledgeable to prepare the entity's annual financial report, including the related notes, in accordance with generally accepted accounting principles. With only the Director having a Bachelor's Degree, Village employees collectively do not possess sufficient expertise in this technical area, so the Village relies on us and our knowledge of applicable accounting principles, financial statement formats, and note disclosures to prepare the annual financial report in an efficient manner. However, the Village's Finance Director thoroughly reviews the annual report and accepts responsibility for its completeness and accuracy. This matter is common in many organizations since they do not have the resources to devote to this area of internal control.

### **Other Matters**

In addition, we felt the other matters described in the following paragraphs were important to the operations of the Village. These matters may involve internal controls, general operations, recommendations for the adoption of policies and other such items that we feel will enhance the Village of Little Chute.

### **School Liason Police Services**

During the course of or audit, it came to our attention that the Village does not have a formal agreement in place for the provision of police services to the School District. We recommend that the parties formalize an agreement that satisfies both parties as soon as practicable.

### **Prior Year Observations**

#### **Cash – Concentration of Risk (per 12/31/18 letter)**

The Village should consider the large amounts of cash uninsured and the associated risk. Deposits are insured by a federal agency in the amount of \$250,000 for all time and savings accounts (including NOW accounts) and up to \$250,000 for the combined amount of all demand deposit accounts per financial institution. Time, savings and demand deposit accounts are insured for a total of \$250,000 at each credit union. The Village should consider looking into obtaining collateral at all banks and Capital Credit Union for greater protection of cash. The Village currently has \$3,720,622 in uninsured deposits.

#### **Status 12/31/20**

This situation should continue to be addressed by the board and management on an ongoing basis.

#### **Management's Response**

Steps were taken to address this issue; however, COVID-19 and a slower spend-down of debt proceeds than anticipated impacted the levels of uninsured balances in 2020. The pandemic impacted the market value of pledged securities that dropped below original anticipated values coupled with slower construction progress increased our planned risk levels. As a reminder, the Village did borrow for both 2020 and 2021 Capital Improvement Plans resulting in larger unspent debt proceeds at year-end. Management has addressed this unique circumstance by including an overall market evaluation as part of the discussion with the Bank of Little Chute in December each year.

Additionally, there was a \$1,500,000 transfer in process from the Bank of Little Chute to First Business Bank that was initiated on December 31<sup>st</sup> but not settled until January 4<sup>th</sup>. The level of deposits at year-end due to tax collection resulted in more funds held in the main bank account that were not swept at night to various banks that typically result in full collateralization at First Business Bank. We have adjusted account settings, so this does not occur in the future. Management has assessed the credit worthiness of the financial institutions and did not feel the deposits were subject to significant risk for these two exposures at year-end.

Finally, \$317,542 of funds on deposit at the Bank of Kaukauna for the close out of the Community Development Block Grant Revolving Loan Funds payable to the State Department of Administration occurred on February 11, 2021. Due to the short-term nature of these funds plus the overall fund level at this bank that exceeded the covered \$250,000, management felt negotiating a collateral agreement was more costly than the level of risk experienced.

**Prior Year Observations (Continued)**

**Segregation of Duties Policy**

During the audit, we noted that the Village has enough staff to properly segregate duties. However, not all duties are separated as well as they could be. We recommend that the Finance Director assess how to best utilize the employees they have to separate duties as much as reasonably possible for a Village of Little Chute's size and complexity.

**Status 12/31/20**

The Finance Department has completed cross-training as well as additional review procedures in place that we were able to witness during our fieldwork. We recommend that the Village continue to hire additional personnel as needed in the future, due to the significant growth related to Village infrastructure and development.

**Fiscal Management Policy**

During the audit and discussions with management, it was noted that the Village does not have a written fiscal management policy. We recommend the Board develop a fiscal management policy for the Village. A fiscal management policy should include the responsibilities of each department of the Village as well as procedures for bookkeeping, purchases, receipting, budgeting, and the approval processes for each area. It would also contain a component of long-term financial planning for the Village's future, as it is experiencing continued growth and development. If there are any questions on the fiscal management policy, KerberRose would gladly provide resources to aid the Village in its discussions and adoption of a fiscal management policy.

**Status 12/31/20**

The Village completed and passed various financial policies in December of 2020.

**Closing**

We would like to thank the Village's Finance Director and her staff for their courteous support and assistance during the audit.

This information is intended solely for the use by the Village Board and management of the Village and is not intended to be and should not be used by anyone other than these specified parties.

*KerberRose*

**KerberRose SC**  
Certified Public Accountants  
April 28, 2021

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

**ITEM DESCRIPTION: 2021 Budget Amendments**

**PREPARED BY: Lisa Remiker-DeWall, Finance Director**

**REPORT DATE: April 29, 2021**

**ADMINISTRATOR'S REVIEW/COMMENTS:**

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

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

**EXPLANATION:** Please approve the following 2021 Budget Adjustment:

Stormwater Fund

|              |            |
|--------------|------------|
| Land         | +\$160,000 |
| Net Position | -\$160,000 |

**RECOMMENDATION:** Please approve the 2021 Budget Amendments for the land purchase approved by the Village Board on December 16<sup>th</sup>, 2020 Resolution No. 43 that closed 4/30/2021.

Village of Little Chute  
Engineering Department

**REQUEST FOR BOARD'S CONSIDERATION**

ITEM DESCRIPTION: CTH OO Budget Adjustment – Water Main and Sanitary Sewer

REPORT PREPARED BY: Christopher L. Murawski, P.E.

REPORT DATE: April 30, 2021

ADMINISTRATOR'S REVIEW / COMMENTS:

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

EXPLANATION:

**CTH OO Sanitary Sewer Reconstruction Project (2021003)** - Low bid was submitted by Superior Sewer and Water Inc. from Luxemburg, WI in the amount of \$302,177.50 as compared to the previously approved budget of \$313,595. Based on the difference between the construction bid amount as compared to the project budget for each utility, it is necessary to provide this budget adjustment in order to award to the contractor. A summary of the budget information for each utility is provided below.

**Summary**

|                | Budget     | Contract Amount | New Budget | Inspection & Contingencies |
|----------------|------------|-----------------|------------|----------------------------|
| Sanitary Sewer | \$ 278,895 | \$ 259,401.50   | \$ 285,342 | 10%                        |
| Water Main     | \$ 34,700  | \$ 42,776.00    | \$ 47,054  | 10%                        |

RECOMMENDATION:

The contract amount of \$302,177.50 will not change however, to rectify the project budget an adjustment is recommended for each utility listed below to agree with contract award previously approved on April 21. The 10% contingency is to address the potential of poor soil conditions that may be encountered during construction or other unforeseen changes to the plans due to field conditions:

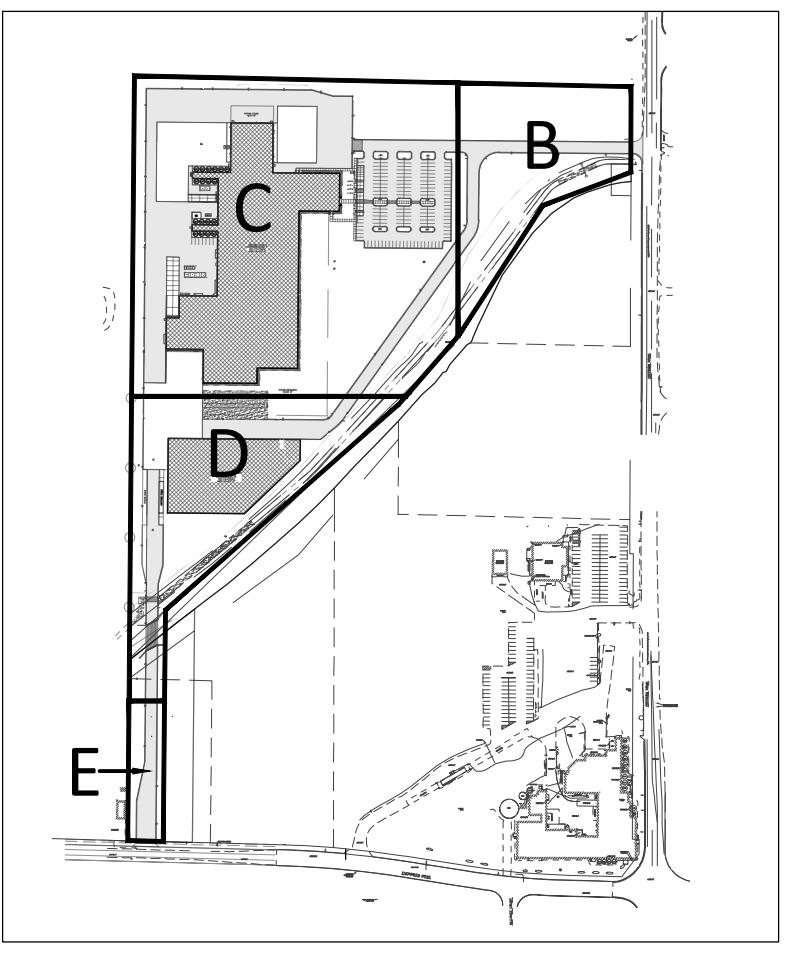
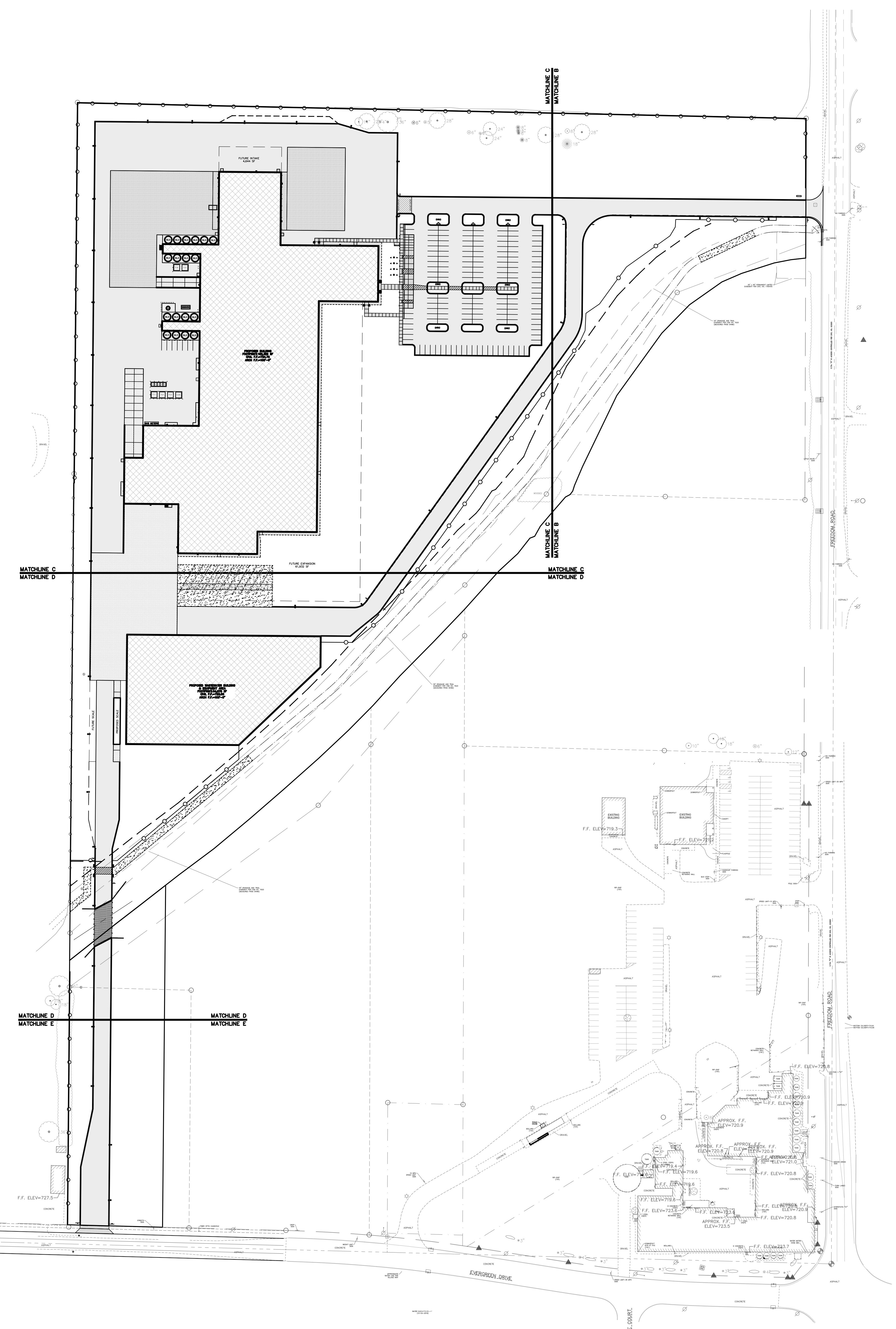
**Sewer Utility**

|                               |          |
|-------------------------------|----------|
| Capital Construction – HWY OO | +\$6,447 |
| Net Position                  | -\$6,447 |

**Water Utility**

|                               |           |
|-------------------------------|-----------|
| Capital Construction – HWY OO | +\$12,354 |
| Net Position                  | -\$12,354 |

**PROPOSED NEW PROCESS FACILITY FOR:  
AGROPUR - LITTLE CHUTE  
2725 FREEDOM ROAD • APPLETON, WI 54913**



**KEY PLAN**

**SITE INFORMATION:**

PROPOSED LEGAL DESCRIPTION: TO BE COMPLETED UPON FINALIZATION OF CSM  
 PARCEL NUMBERS: 260017612, 260430500, 260430600, 260430604, 2600017613, KAREN DRIVE, 2600017611, & 200017604  
 PROPOSED PROPERTY AREA: AREA = 1,175,109 S.F. (26.98 ACRES)  
 EXISTING ZONING: INDUSTRIAL & 1-FAMILY RESIDENTIAL  
 PROPOSED ZONING: INDUSTRIAL  
 PROPOSED USE: MANUFACTURING-CHEESE  
 AREA OF SITE DISTURBANCE: +/- 23 AC  
 SETBACKS: BUILDING: FRONT = 20' SIDE = 10'+1/3' OF BLDG HT ABOVE 35' REAR = 15'  
 PAVEMENT: FRONT = 10' SIDE = 10' REAR = 10'  
 PROPOSED BUILDING HEIGHT: 48'-0" (MAX. HEIGHT: 150')  
 EXISTING PARKING REQUIRED: 1 SPACE PER EMPLOYEE AT MAX SHIFT. (151 SPACES REQ.)  
 5 YR PROJECTION PARKING REQUIRED: 1 SPACE PER EMPLOYEE AT MAX SHIFT. (158 SPACES REQ.)  
 PARKING PROVIDED: 171 SPACES + 6 MOTORCYCLE (8 H.C. ACCESSIBLE)  
 OFFICE: 164 + 6 MOTORCYCLE (8 H.C. ACCESSIBLE) WEST: 7 STALLS  
 HANDICAP STALLS REQUIRED: 6. HANDICAP STALLS PROVIDED: 8  
 HOURS OF OPERATION: 24-7  
 BUILDING OCCUPANCY CLASSIFICATION = S-1 & F-2  
 CLASS OF BUILDING CONSTRUCTION = 1B  
 LANDSCAPE REQUIREMENTS: MIN. LANDSCAPE SURFACE RATIO (LSR): 10% LSR PROVIDED: 45.1%  
 MAXIMUM IMPERVIOUS SURFACE: 90% PROVIDED: 54.9%  
 NO HAZARDOUS MATERIALS WILL BE STORED ON SITE  
 NO FOOD SALES WILL OCCUR WITH THE PROPOSED FACILITY  
 SITE SOILS: SILTY CLAY

| EXISTING SITE DATA (BASED ON PROPOSED PROPERTY) |           |           |       |
|-------------------------------------------------|-----------|-----------|-------|
|                                                 | AREA (AC) | AREA (SF) | RATIO |
| PROJECT SITE                                    | 26.98     | 1,175,109 |       |
| BUILDING FLOOR AREA                             | 0.14      | 6,009     | 0.5%  |
| PAVEMENT (ASP/CONC/GRAVEL)                      | 0.80      | 34,968    | 3.0%  |
| TOTAL IMPERVIOUS                                | 0.94      | 40,977    | 3.5%  |
| LANDSCAPE/ OPEN SPACE                           | 26.04     | 1,134,132 | 96.5% |

**PROPOSED SITE DATA (INCL FUTURE)**

|                            | AREA (AC) | AREA (SF) | RATIO |
|----------------------------|-----------|-----------|-------|
| PROJECT SITE               | 26.98     | 1,175,109 |       |
| BUILDING FLOOR AREA        | 6.11      | 266,363   | 22.7% |
| PAVEMENT (ASP/CONC/GRAVEL) | 8.70      | 378,783   | 32.2% |
| TOTAL IMPERVIOUS           | 14.81     | 645,146   | 54.9% |
| LANDSCAPE/ OPEN SPACE      | 12.17     | 529,963   | 45.1% |

PROFESSIONAL SEAL  
 PRELIMINARY DATES  
 MAR. 22, 2021  
 APR. 1, 2021  
 APR. 12, 2021

NOT FOR CONSTRUCTION

JOB NUMBER  
 2101120

SHEET NUMBER  
 C1.1A

SPECIFICATION NOTE:  
 SEE SHEET C0.1 FOR PLAN  
 SPECIFICATIONS AND REQUIREMENTS

NORTH

80' 0' 80' 160'  
 1"= 80' FEET  
 SCALE

CIVIL SITE PLAN-OVERALL

PROPOSED NEW PROCESS FACILITY FOR:  
**AGROPUR - LITTLE CHUTE**  
2725 FREEDOM ROAD • APPLETON, WI 54913

PROFESSIONAL SEAL

PRELIMINARY DATES  
MAR. 22, 2021  
APR. 1, 2021  
APR. 12, 2021

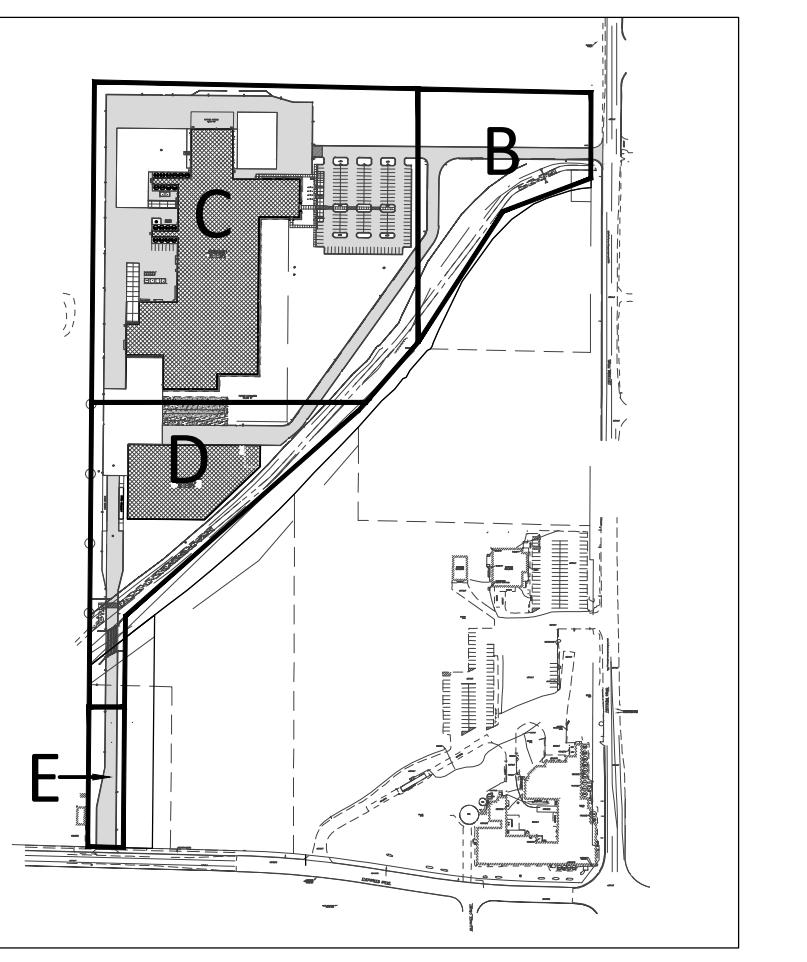
SPECIFICATION NOTE:  
SEE SHEET CO.1 FOR PLAN  
SPECIFICATIONS AND REQUIREMENTS

JOB NUMBER  
2101120

SHEET NUMBER

**C1.2A**

2019 © EXCEL ENGINEERING, INC.



KEY PLAN  
NTS

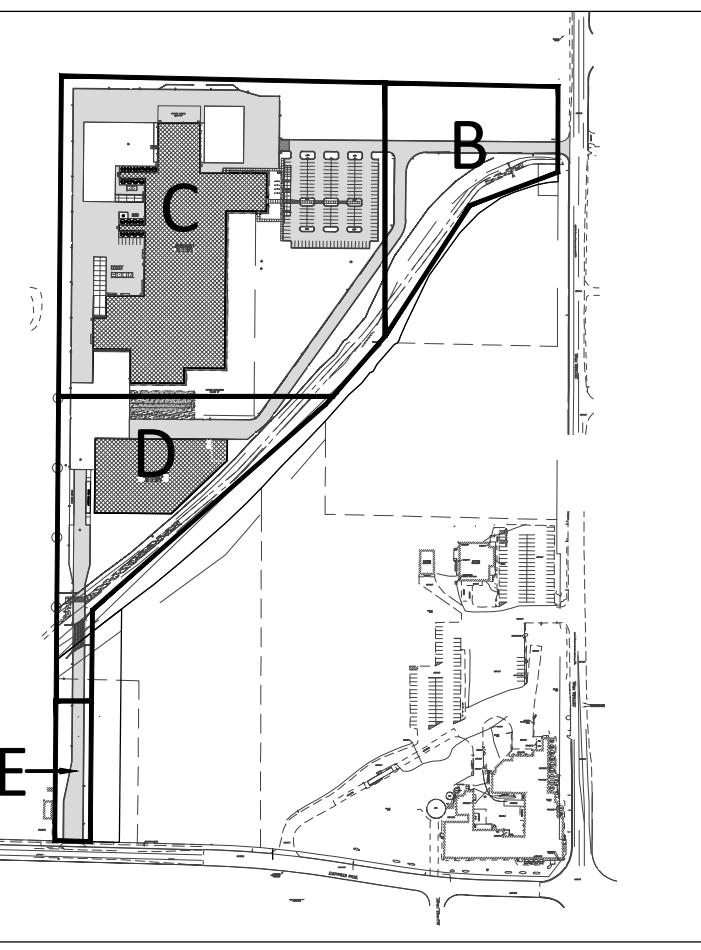
STORMWATER POND EXCAVATION NOTE:  
ALL EXCAVATED MATERIAL MAY NOT BE TEMPORARILY  
OR PERMANENTLY PLACED IN A WETLAND,  
FLOODPLAIN, OR BELOW THE ORDINARY HIGH WATER  
MARK OF THE NAVIGABLE WATERWAY AND SHALL BE  
DISPOSED OF IN AN UPLAND LOCATION.

SPECIFICATION NOTE:  
SEE SHEET CO.1 FOR PLAN  
SPECIFICATIONS AND REQUIREMENTS

SCALE  
1" = 80'  
FEET

NORTH

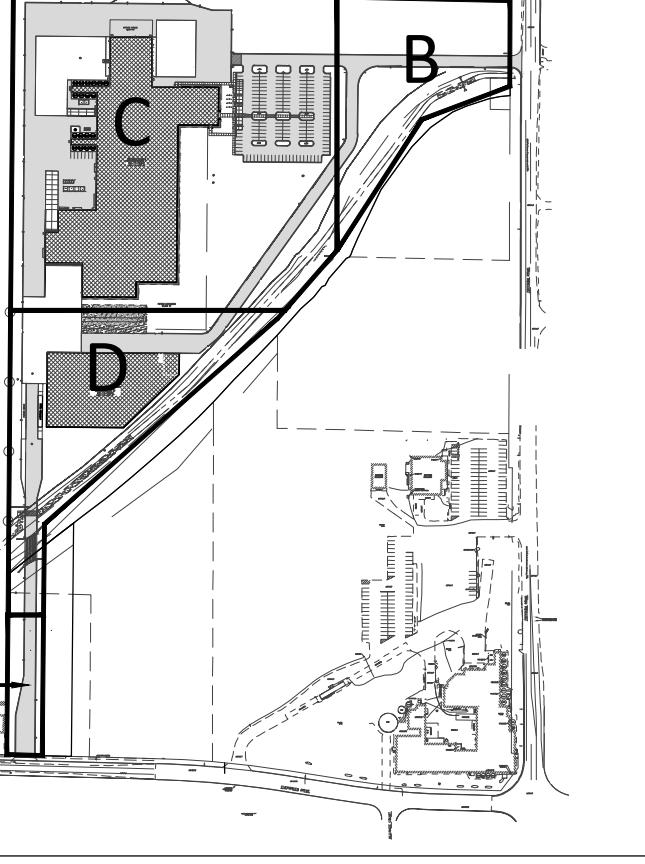
SPECIFICATION NOTE:  
SEE SHEET C0.1 FOR PLAN  
SPECIFICATIONS AND REQUIREMENTS



PROJECT INFORMATION

**EXCEL**  
ARCHITECTS • ENGINEERS • SURVEYORS  
Always a Better Plan  
100 Camelot Drive  
Fond Du Lac, WI 54935  
Phone: (920) 923-2800  
www.EXCELENGINEER.com

PROPOSED NEW PROCESS FACILITY FOR:  
**AGROPUR - LITTLE CHUTE**  
2725 FREEDOM ROAD • APPLETON, WI 54913



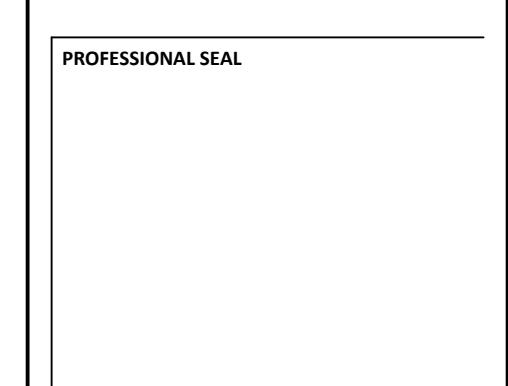
KEY PLAN  
NTS

VILLAGE OF LITTLE CHUTE WATER DEPARTMENT  
WATER SERVICE AND PRIVATE WATER MAIN SPECIFICATIONS

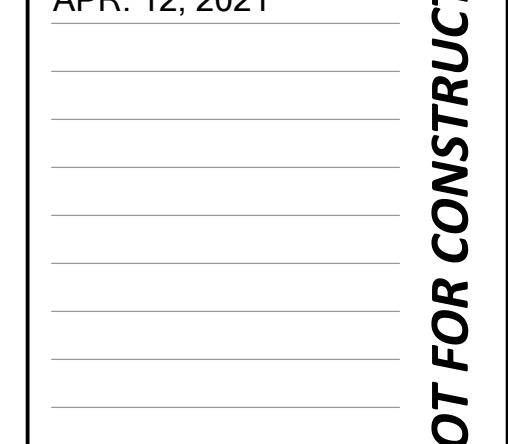
WATER SERVICE AND PRIVATE WATER MAIN

THE LITTLE CHUTE WATER UTILITY SHALL BE GIVEN A THREE DAY NOTICE OF ALL WATER SHUT-DOWNS REQUIRED FOR CONSTRUCTION. 8:00 A.M. IS THE EARLIEST TIME FOR SHUT-OFFS.

1. WATER SERVICES 2" AND LARGER  
1.1. POLYVINYL CHLORIDE PIPE (PVC) 3-INCH - 12-INCH - 900 AND 16-INCH AND UP C0905.  
1.2. PUSH JOINT ACCEPTABLE. ALL RUBBER GASKET JOINTS MUST HAVE NON-TOXIC LUBRICANT APPLIED TO THE GASKET SO TIGHTENING OF THE FITTING CAN BE ACCOMPLISHED PROPERLY. THE ONLY TYPE OF LUBRICANT TO BE USED MUST BE RECOMMENDED BY THE PIPE MANUFACTURER.
- 1.3. ALL UNDERGROUND WATER PIPE SHALL HAVE PLASTIC COATED #10 COPPER TRACER WIRE INSTALLED. THE WIRE SHALL BE LAID ON TOP OF THE PIPE AND TAPE AT THREE LOCATIONS PER 20 FOOT LENGTH OF PIPE. DUCT TAPE MAY BE USED TO HOLD THE WIRE ON THE TOP OF THE PIPE SO WRAPPING THE TAPE COMPLETELY AROUND THE PIPE WILL NOT BE NECESSARY. THE CONTINUOUS WIRE SHALL RUN UP AND DOWN EACH HYDRANT BARREL, AND BE TAPE WITH ELECTRICAL TAPE AROUND THE HYDRANT BARREL AT TWO SEPARATE LOCATIONS. THE WIRE SHALL BE TAPE TO THE HYDRANT BARREL AND THE CHAIN OF ONE OF THE 2 1/2 INCH NOZZLE CAPS AND TWISTED SO HOOKING UP WITH A LOCATING DEVICE CAN BE ACCOMPLISHED EASILY. THE WIRE SHALL BE GROUNDED TO ALL VALVES AND HYDRANTS. THE WIRE SHALL BE GROUNDED TO ALL SERVICE SADDLES BY WRAPPING THE WIRE AROUND A SADDLE BOLT AND SECURED BY STAINLESS STEEL DOUBLE NUT.
- 1.4. ALL WATER MAINS SHALL BE LAID WITH A MINIMUM OF 4-INCH AND 6-INCH CLEAN STONE TO BE USED FOR BEDDING THE PIPE. CARE SHOULD BE USED WHEN DUMPING THE CLEAN STONE 12-INCHES ABOVE THE TOP OF THE LAID PIPE SO TRACER WIRE STAYS ON TOP OF THE PIPE.
- 1.5. ALL SERVICES LARGER THAN 2 INCHES WILL BE DISINFECTED, PASS A BACTI TEST AND HYDROSTATIC TESTED. ALL DISINFECTION AND TESTING PROCEDURES WILL COMPLY WITH THE STANDARD UTILITY SPECIFICATIONS.
2. VALVES  
2.1. WATEROUS SERIES 2500 D.I. RESILIENT WEDGE VALVES WITH EPOXY COATING AND STAINLESS STEEL BELOW GROUND BOLTS. MECHANICAL JOINT ENDS MUST USE T-HEAD CORE BLUE BOLTS AND NUTS.  
2.2. RESILIENT WEDGE GATE VALVES WITH PUSH JOINT ENDS FOR NEW CONSTRUCTION MAY BE USED. USE THE NEW VALVE. PLEASE INDICATE THIS ON THE AS-BUILT PLAN.  
2.3. ALL VALVE SHALL BE WRAPPED WITH POLYETHYLENE WRAP AND TAPE WITH ELECTRICAL TAPE PRIOR TO FINAL BURY USING THE UNDER / OVER METHOD.  
2.4. ALL VALVE BODIES AND OPERATING NUT PACKING - AREAS WILL HAVE STAINLESS STEEL BOLTS.
3. FITTINGS  
3.1. ALL PIPE RESTRAINT SHALL BE DONE USING MEG A LUG FITTINGS ONLY. NO THREADED ROD OR BLOCKING WILL BE PERMITTED, UNLESS USED IN CONJUNCTION WITH THE MEG A LUG FITTING OR SPECIFICALLY CALLED OUT IN THE SPECIAL PROVISIONS OF THE PROJECT (SEE TABLE FOR REQUIRED RESTRAINT LENGTHS).  
3.2. ALL DUCTILE OR CAST FITTINGS WILL BE WRAPPED WITH POLYETHYLENE WRAP, AND TAPE WITH ELECTRICAL TAPE AT LEAST TWICE AROUND THE PIPE AT A MINIMUM IN ORDER TO HOLD THE POLY WRAP IN PLACE.  
3.3. ALL MECHANICAL JOINT GASKETS WILL BE GREASED WITH APPROPRIATE GREASE.
4. VALVE BOXES  
4.1. CAST IRON SCREW TYPE.  
4.2. BASE ELEVATION TOP AND LID.  
4.3. BOX ELEVATION MUST PROVIDE 6 1/2 FEET OF PIPE COVER.  
4.4. TYLER MADE OR EQUAL.  
4.5. TOP SECTION OF VALVE BOX MUST HAVE THE TWO SLOTS SO OUR WACHS MACHINE CAN BE USED TO ADJUST THE VALVE BOX WHEN NECESSARY. NO EXCEPTIONS!  
4.6. VALVE BOXES SHALL BE WRAPPED WITH POLYETHYLENE SHEETS. THE POLYETHYLENE SHALL BE TAPE ON THE BOTTOM AND THE TOP OF THE VALVE BOX.
5. HYDRANTS  
5.1. WATEROUS PACER WB/67 WITH 16-INCH BREAK OFF. STAINLESS STEEL BELOW GROUND BOLTS. MECHANICAL JOINT INLET. HOSE CONNECTIONS TWO 2 1/2-INCH AND ONE 4 1/2-INCH CONNECTION. NST NOZZLES, WEATHER SHIELD 1 1/2-INCH PENTAGON OPERATING NUT.  
5.2. ALL NEW HYDRANTS SHALL BE PAINTED RED. ALL SCRATCHES AND DEFECTS SHALL BE PAINTED PRIOR TO CONSTRUCTION.  
5.3. HYDRANTS WILL BE WRAPPED WITH POLYETHYLENE WRAP AFTER TRACER WIRE HAS BEEN TAPE TO BARREL OF HYDRANT AND RUN UP AND THROUGH THE NOZZLE CAP CHAIN AND TWISTED SO EASE OF HOOKING UP LOCATING EQUIPMENT CAN BE ACCOMPLISHED.  
5.4. ALL NEW HYDRANTS SHALL BE LOCATED 7'-0" FROM THE RIGHT-OF-WAY UNLESS AN UNFORESEEN PROBLEM MAKES THIS UNACCEPTABLE. IN WHICH CASE THE VILLAGE WILL BE NOTIFIED PRIOR TO THE FIELD ADJUSTMENT, AND THE REASONS FOR ADJUSTMENT.

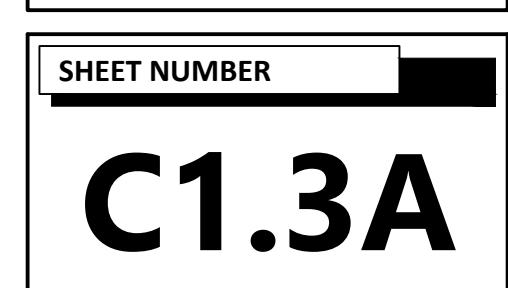


PRELIMINARY DATES  
MAR. 22, 2021  
APR. 1, 2021  
APR. 12, 2021



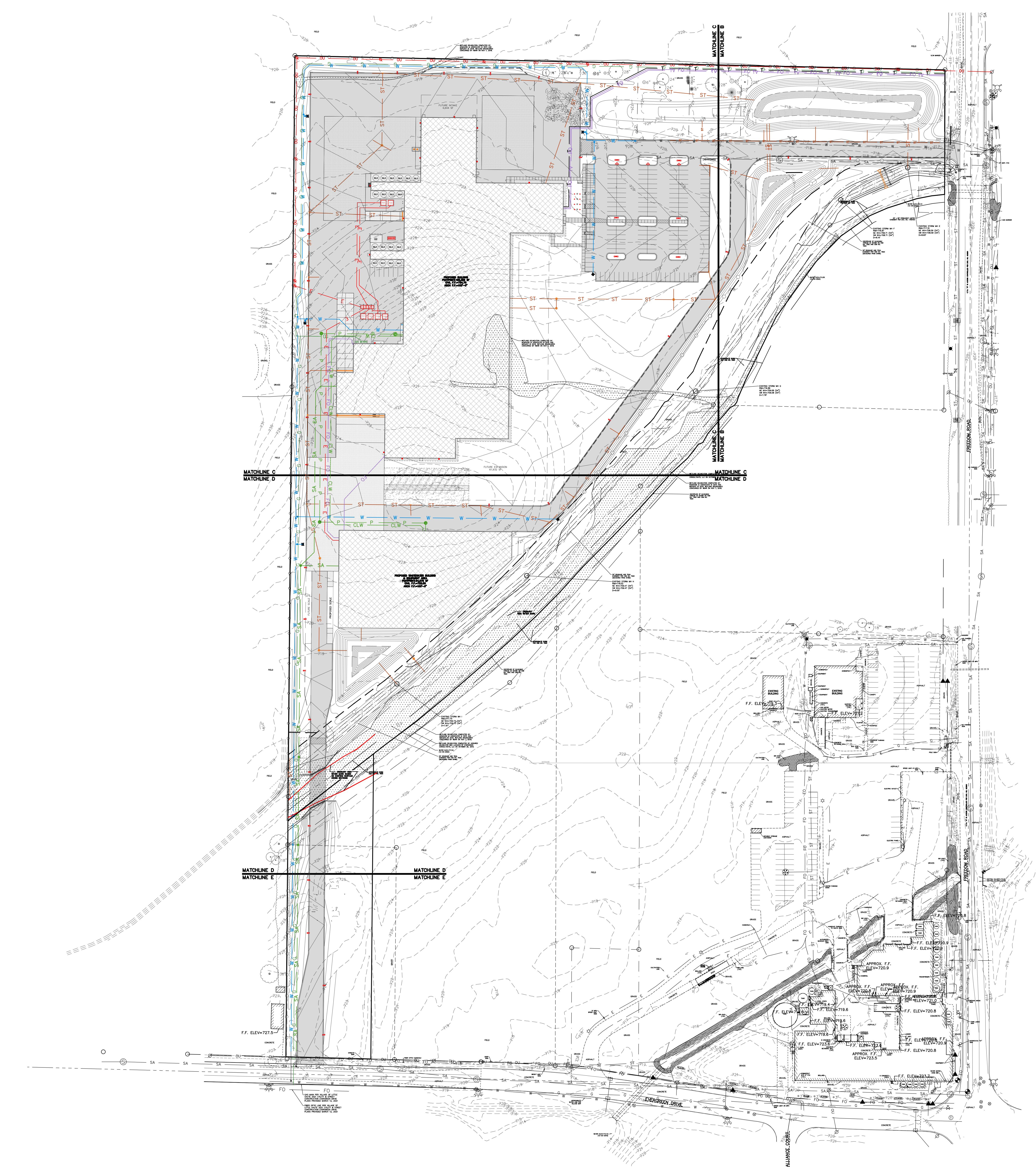
JOB NUMBER  
2101120

SHEET NUMBER  
C1.3A



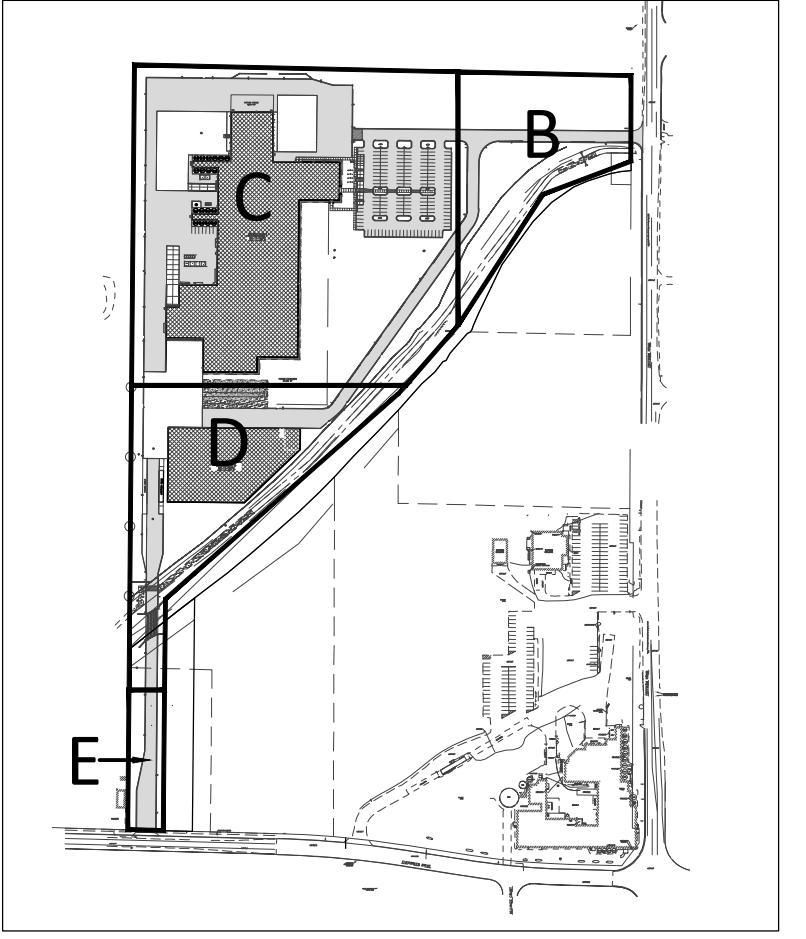
80' 0 80' 160'  
1" = 80'  
SCALE FEET

CIVIL UTILITY PLAN-OVERALL



PROPOSED NEW PROCESS FACILITY FOR:  
**AGROPUR - LITTLE CHUTE**  
2725 FREEDOM ROAD • APPLETON, WI 54913

NOT FOR CONSTRUCTION



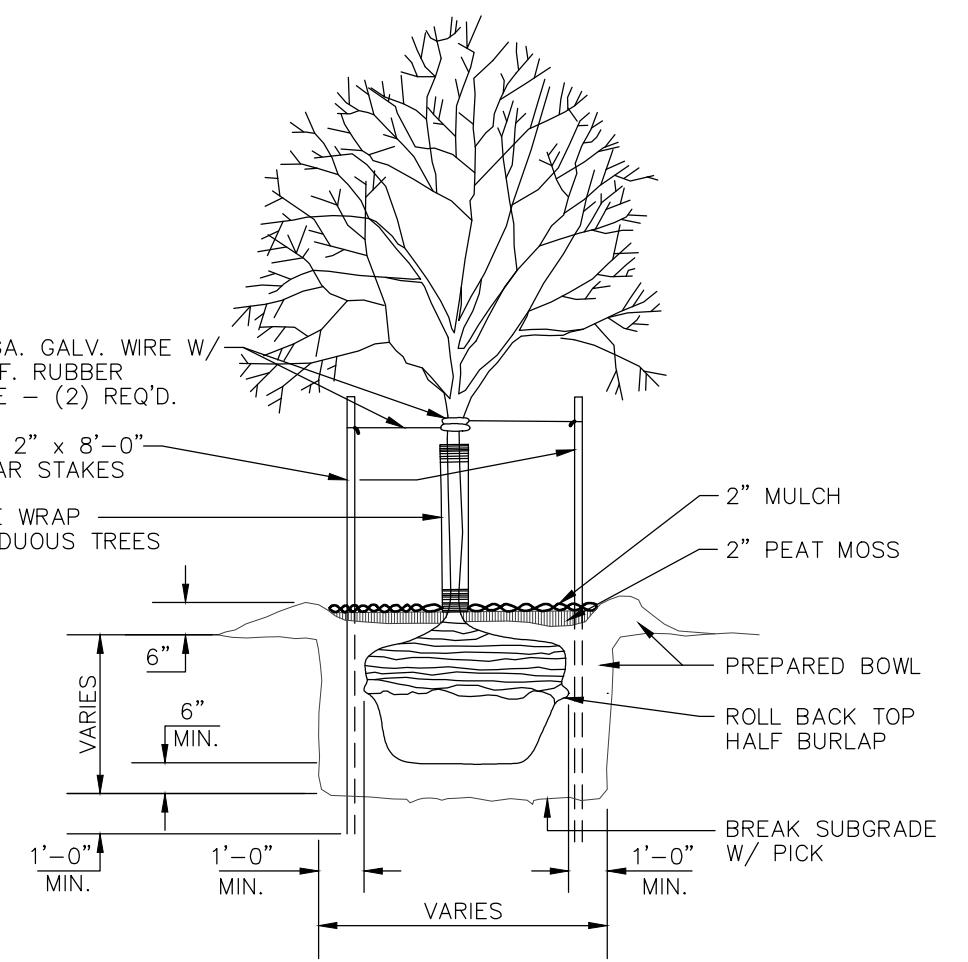
KEY PLAN

NTS

SPECIFICATION NOTE:  
SEE SHEET C0.1 FOR PLAN  
SPECIFICATIONS AND REQUIREMENTS

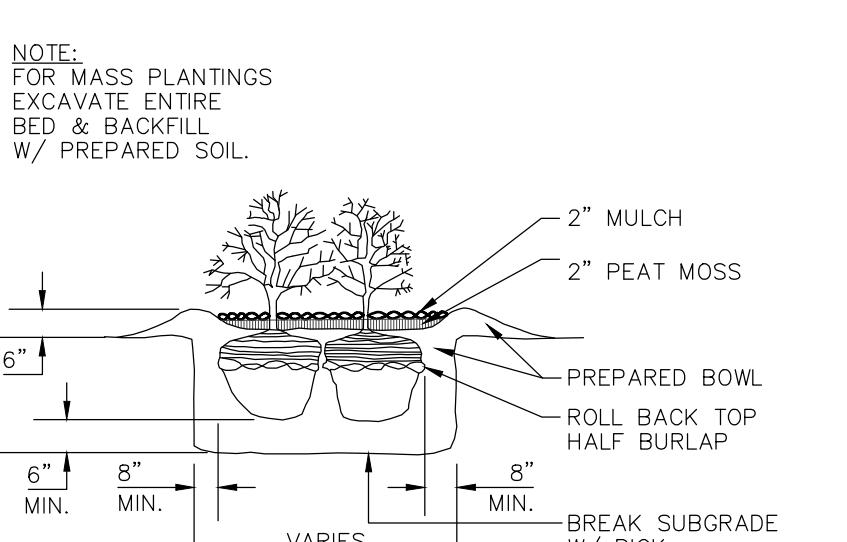
EROSION MATTING LOCATION

| LANDSCAPING NOTES |                           |                                 |              |          |
|-------------------|---------------------------|---------------------------------|--------------|----------|
| SYMBOL            | COMMON NAME               | BOTANICAL NAME                  | PLANTED SIZE | QUANTITY |
|                   |                           |                                 |              |          |
| ○                 | Skyline Honeylocust       | Gleditsia triacanthos 'Skyline' | 2-1/2"       | 11       |
| ○                 | Redmond Linden            | Tilia americana                 | 2-1/2"       | 12       |
| ※                 | Red Maple                 | Acer rubrum                     | 2-1/2"       | 7        |
|                   |                           |                                 |              |          |
| ○                 | Colorado Spruce           | Picea pungens                   | 5'           | 20       |
| ○                 | Austrian Pine             | Pinus nigra                     | 5'           | 21       |
|                   |                           |                                 |              |          |
| ○                 | Goldmound Spirea          | Spiraea x bumalda 'Goldmound'   | 18"          | 6        |
| ○                 | Japanese Spirea           | Spiraea japonica                | 18"          | 8        |
|                   |                           |                                 |              |          |
| ※                 | Daylilies 'Stella de Oro' | Hemerocallis 'Stella de Oro'    | 1 gal pot    | 6        |
|                   |                           |                                 |              |          |



TREE PLANTING DETAIL

NO SCALE



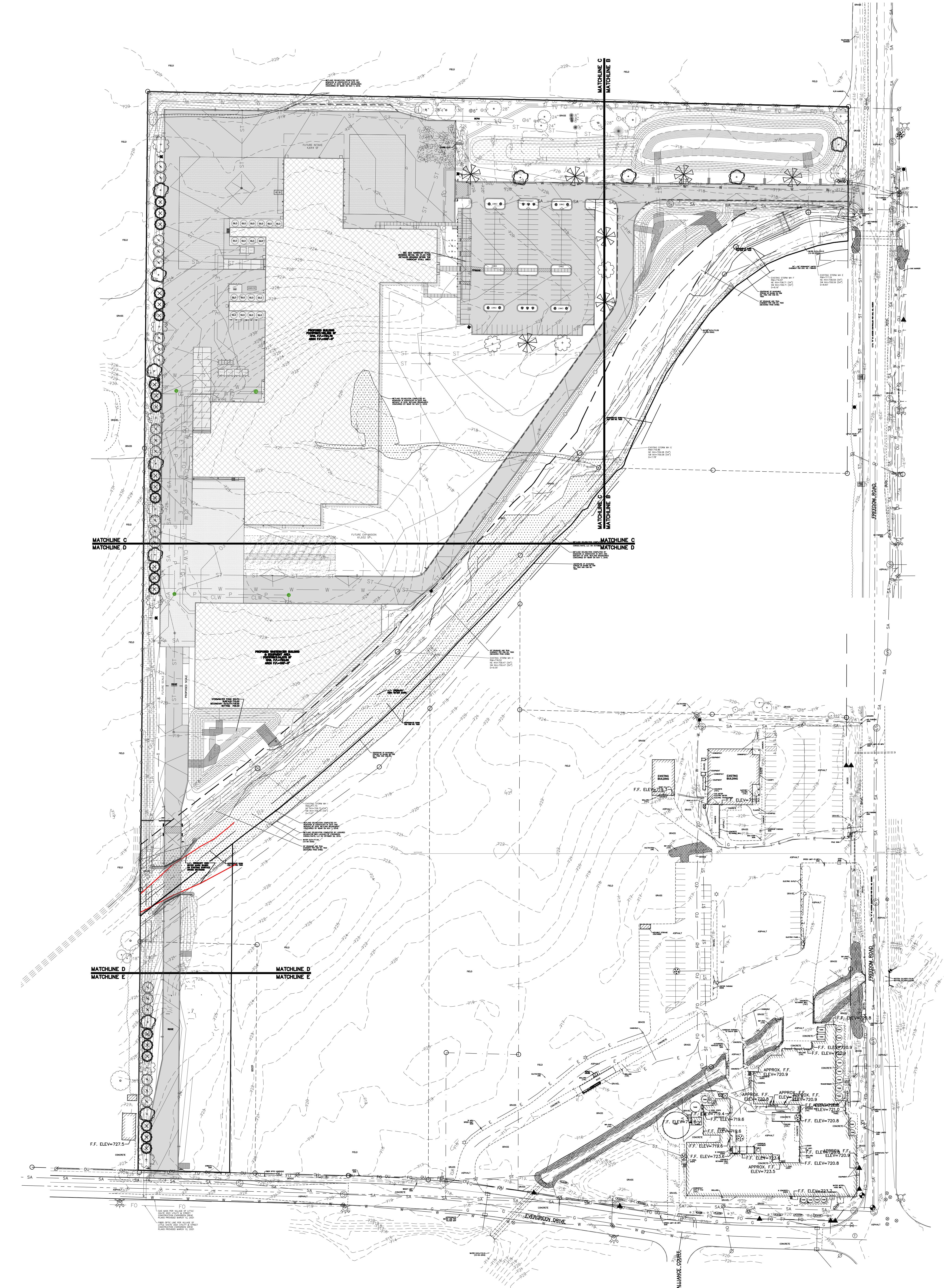
SHRUB PLANTING DETAIL

NO SCALE

SPECIFICATION NOTE:  
• SEE SHEET C0.1 FOR PLAN  
SPECIFICATIONS AND  
REQUIREMENTS.  
• SEE SHEET C0.1 FOR EROSION  
MATTING REQUIREMENTS.  
• SEE SHEET C2.1 FOR EROSION  
MATTING DETAIL.

JOB NUMBER  
2101120

SHEET NUMBER  
C1.4A



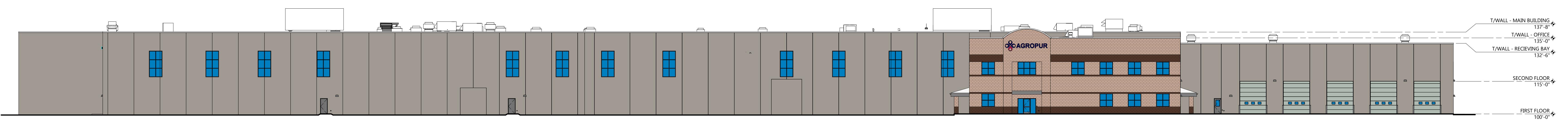
1" = 80' 0" 80' 160' FEET  
SCALE

C1.4A

CIVIL LANDSCAPE AND RESTORATION PLAN-OVERALL

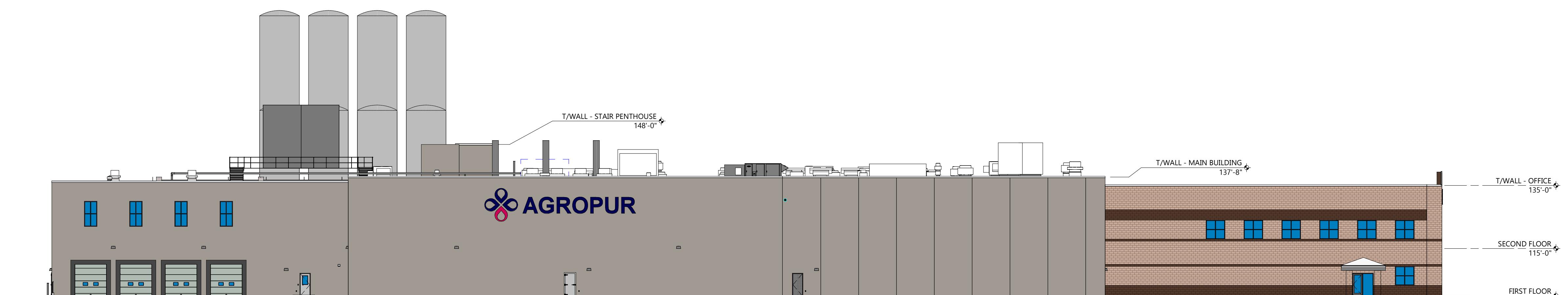
PROJECT INFORMATION

PROPOSED NEW PROCESS FACILITY FOR:  
**AGROPUR - LITTLE CHUTE**  
2725 FREEDOM RD. • APPLETON, WI 54913



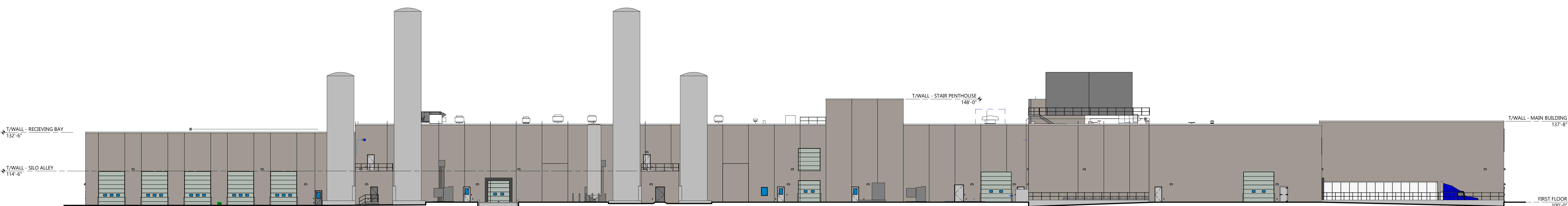
EAST ELEVATION

SCALE: 1" = 20'-0"



SOUTH ELEVATION

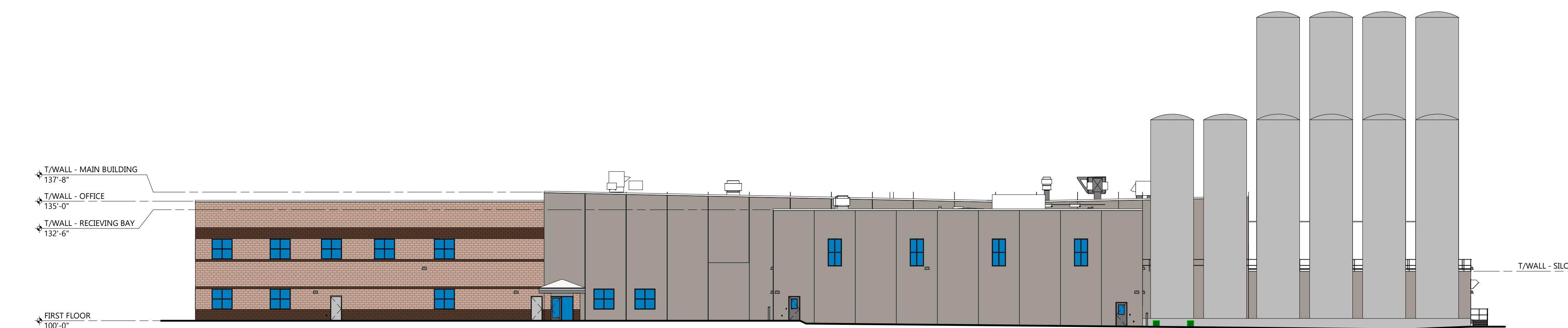
SCALE: 1" = 20'-0"



WEST ELEVATION

SCALE: 1" = 20'-0"

PROFESSIONAL SEAL



NORTH ELEVATION

SCALE: 1" = 20'-0"

| PRELIMINARY DATES |
|-------------------|
| FEB. 26, 2021     |
| MAR. 09, 2021     |
| APR. 1, 2021      |
| APR. 12, 2021     |

| NOT FOR CONSTRUCTION |
|----------------------|
| JOBNUMBER<br>2101120 |

| SHEET NUMBER |
|--------------|
| A2.0         |

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

**ITEM DESCRIPTION: No Fault Sewer Back-up Insurance**

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

**REPORT DATE: April 30, 2021**

**EXPLANATION:** In March of this year, the League of Wisconsin Municipality Magazine focused on infrastructure (see the attached excerpt titled “Pragmatic Solution for Sewer Backups”. In essence, this would be an additional protection via our current insurance provider at a cost to our Sewer Utility. We have heard from LWMMI that for the village, we would be looking at an annual premium of \$8,041.

Knowing that this service is a service to the resident, it seems like a equitable amount to offer additional service to those in need when a situation like this occurs. Staff would be supportive of this effort, just know that it is a cost to the utility. Since we are already nearly half way through the budget year, I would recommend we hold off on this service for this year and incorporate into the insurance policy and budget for 2022.

If you would like to read further details on this project, you can find the LWMMI manual on this program here: [https://www.lwmmi.org/wp-content/uploads/2015/12/LWMMI\\_Sewer\\_Backup\\_Manual\\_cE2.pdf](https://www.lwmmi.org/wp-content/uploads/2015/12/LWMMI_Sewer_Backup_Manual_cE2.pdf)

**RECOMMENDATION: For discussion and direction from the Board of Trustees.**

In Marshfield, in addition to accepting wastewater directly from sewer pipes, the treatment plant is available for septic haulers to bring in loads of septic and holding tank waste from the surrounding area. Currently, we receive over 40 loads per day of hauled waste. We also work with area cheese plants to accept high-strength waste from them as well. The rates charged to customers who drop at the plant are the same rates charged to city residents. Our goal is to make sure all waste is properly disposed of and we know the bacteria used in our treatment processes doesn't care where its food is coming from.

Once the wastewater reaches the treatment plant, the transformation from dirty influent water to clean effluent begins. No two treatment plants are identical in design or operation. This is true for a number of reasons. Each community will have different industries, which discharge greatly different wastes, the mix of commercial customers varies, specific large users such as a hospital, a college, or a cheese plant, can impact the waste stream, and even the eating habits of the residents can alter the waste composition between communities. And yes, even as the quality of the drinking water affects the brewing of beer, it also affects the wastewater. All of these differences contribute to the challenges of cleaning wastewater.

Because the sanitary mains leading to the plant are buried in the ground, one of the first steps in the treatment process is to pump the water up to the surface. When the city of Marshfield's wastewater treatment plant was designed, great thought was put into this component of the treatment process and from this initial lift, the water flows by gravity through the plant and out to the creek. The next stages in the treatment process are called primary treatment. Here most plants would remove the sand and grit, but all plants differ. In Marshfield, the flow passes through a fine screen, which removes all the material that should have never been put in the wastewater. This includes all paper towels, facial tissue, feminine hygiene products, clothes, and the dreaded disposable wipes. *Just because the package states that the wipe is disposable, doesn't mean it's flushable!*

After primary treatment, our influent flow is measured, readings are taken, and sampling occurs. The water then passes through to the next phase, called secondary treatment. The main purpose of this phase is to remove smaller solids and nutrients from the flow. Marshfield employs two oxidation ditches as part of its secondary treatment. All of the flow goes to the first ditch where no oxygen is added. Then it flows to the second ditch where enough oxygen is added to make the

p.10

## Pragmatic Solution for Sewer Backups

While it may be impossible to prevent sewer backups, there are some things municipalities can do to mitigate the anguish and cost of cleaning up the mess. One is a public awareness campaign to remind property owners of the risk and to encourage them to talk to their insurance company about it. The other is no-fault municipal sewer backup insurance.

Homeowners are typically unaware whether their property insurance covers sewer backups. Unfortunately, they don't even think to check until after a backup has occurred.

Occasional reminders from the municipality, inserted along with sewer bills, could help reduce the number of property owners who are caught off guard.

The other option is having the municipality take on the burden through no-fault sewer backup coverage. League of Wisconsin Municipal Mutual Insurance (LWMMI) protects the majority of Wisconsin cities and villages from liability claims. LWMMI CEO Matt Becker says that 44% of those insureds have chosen optional no-fault

sewer backup coverage. No-fault coverage is exactly what the name implies; the city's insurance pays for the cost of cleanup regardless of the cause of that backup. Becker says for those municipalities, the additional cost is preferred over the pain that citizens may have to endure.

"For many municipalities, it's just easier, and frankly a lot less gut-wrenching, to build it into their overall cost of operating a sewer utility. The alternative of not being able to do anything for suffering owners is just not palatable to those communities."

Whether the municipality chooses the public information solution or the no-fault solution, it's important that local leaders, just like homeowners, not wait until a backup event happens to put a plan in place.

(*Editor's note:* LWMMI has detailed policy and program guidance for municipal utilities with regard to maintenance best practices that will minimize backups. Contact Matt Becker at matt@lwmmi.org for more information.)