



# AGENDA

## REGULAR BOARD MEETING

PLACE: Little Chute Village Hall  
DATE: Wednesday, September 1, 2021  
TIME: 6:00 p.m.

**Virtually attend the September 1 Regular Board meeting at 6 PM by following the zoom link here:**

Join Zoom Meeting

<https://zoom.us/j/86415891002>

Meeting ID: 864 1589 1002

+1 312 626 6799 US (Chicago)

Meeting ID: 864 1589 1002

### REGULAR ORDER OF BUSINESS

- A. Invocation
- B. Roll call of Trustees
- C. Roll call of Officers and Department Heads
- D. Public Appearance for Items Not on the Agenda
- E. 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 the Regular Board Meeting of August 18, 2021
  - 2. Disbursement List
  - 3. LCHS Homecoming Parade Special Event Permit for October 1, 2021
- F. Discussion/Action—Better Way Investments Site Plan
- G. Discussion/Action—Budget Amendment Evergreen Final Phase 1
- H. Discussion/Action—Halloween Hours
- I. Discussion—Volunteer Policy
- J. Discussion/Possible Action—Covid-19 Updates
- K. Discussion/Action—Fox Cities Regional Partnership Agreement

- L. Department and Officers Progress Reports
- M. Call for Unfinished Business
- N. Items for Future Agenda
- O. 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 Agreement*
  - b)19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute *Village Administrator Employment Agreement*
- P. Return to Open Session
- Q. Action—Appointment of Village Administrator
- R. Action—Approval of Village Administrator Employment Agreement
- S. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made with as much advance notice as possible to the Clerk's Office at 108 West Main Street, (920) 423-3852, [email: Laurie@littlechutewi.org](mailto:Laurie@littlechutewi.org) Prepared: August 27, 2021



### **Information for the Regular Board Meeting – September 1, 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, 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 September 1 Regular Board Meeting at 6:00 PM by following the link here:  
Join Zoom Meeting  
<https://zoom.us/j/86415891002>  
Meeting ID: 864 1589 1002
2. Call-in Information: United States  
One tap mobile:  
+13126266799,,86415891002#,,,,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: 864 1589 1002  
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 Laurie Decker at [laurie@littlechutewi.org](mailto:laurie@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 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 AUGUST 18, 2021**

Call to Order: President Vanden Berg called the Regular Board Meeting to Order at 5:00 p.m.

### **Roll call of Trustees**

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

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

PRESENT: Darrell Hofland, Interim Village Administrator  
Kent Taylor, Director of Public Works  
Katherine Freund, LC Library Director  
Laurie Decker, Village Clerk  
Lisa Remiker-DeWall, Finance Director  
Dave Kittel, Community Development Director  
John McDonald, Dir. Of Parks, Rec and Forestry

EXCUSED: Chris Murawski, Village Engineer  
Tyler Claringbole, Village Attorney  
Dan Meister, Fox Valley Metro Police Chief

### **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. Minutes of the Regular Board Meeting of August 4, 2021
2. Outdoor Alcohol Permit for Down the Hill Customer Appreciation Event September 11, 2021
3. Adopt Resolution No. 22, Series 2021, A Resolution Approving a CSM to Combine Parcels for the Bank of Little Chute
4. Disbursement List

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

Ayes 7, Nays 0 – Motion Carried

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

#### **Discussion/Action—"Class B" Alcohol License for The Corner Hive Bar at 132 E. Main Street**

*Moved by Trustee Elrick, seconded by Trustee Van Deurzen to Approve the "Class B" Alcohol License for The Corner Hive Bar at 132 E. Main Street*

Ayes 7, Nays 0 – Motion Carried

#### **Discussion/Action—Budget Adjustment Lyle Street Project**

Director Remiker-DeWall went over the budget adjustment needed for the Lyle Street Project.



*Moved by Trustee B. Van Lankveldt, seconded by Trustee L. Van Lankvelt to Approve the Budget Adjustment for the Lyle Street Project*

**Roll Call Votes**

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

Ayes 7, Nays 0 – Motion Carried

**Discussion—2022 Staffing Budget Requests**

Interim Administrator Hofland went over the 2022 budget requests for staffing: the Clerk's Office, Little Chute Library and Finance went over their department requests.

**Department and Officers Progress Reports**

Departments and Officers provided progress reports to the Board

**Call for Unfinished Business**

None

**Items for Future Agenda**

Enforcement of ordinance for yards

**Closed Sessions:**

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 Agreements*

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

Ayes 7, Nays 0 – Motion Carried

**Return to Open Session**

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

Ayes 7, Nays 0 – Motion Carried

**Potential Action—Development Agreement**

*Moved by Trustee Peerenboom, seconded by Trustee B. Van Lankveldt to Approve the Development Agreement with Resource Holdings, Inc.*

Ayes 7, Nays 0 – Motion Carried

**Closed Sessions:**

19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute *Review of Village Administrator Applications*

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

Ayes 7, Nays 0 – Motion Carried

**Return to Open Session**

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

Ayes 7, Nays 0 – Motion Carried

**Adjournment**

*Moved by Trustee Peerenboom, seconded by Trustee B. Van Lankveldt to Adjourn the Regular Board Meeting at 9:13 p.m.*

Ayes 7, Nays 0 – Motion Carried

**VILLAGE OF LITTLE CHUTE**

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

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

## Disbursement List - September 1, 2021

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Payroll & Payroll Liabilities - August 19, 2021	\$225,702.57
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Prepaid Invoices - August 18, 2021	\$1,339.00
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Prepaid Invoices - August 20, 2021	\$65,204.45
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Prepaid Invoices - August 27, 2021	\$28,875.28
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Prepaid Invoices -	
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Utility Commission-

### **CURRENT ITEMS**

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Bills List - September 1, 2021	\$178,944.23
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<b>Total Payroll, Prepaid &amp; Invoices</b>	<b>\$500,065.53</b>
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The above payments are recommended for approval:

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

\_\_\_\_\_

Approved September 1, 2021

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

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

Report Criteria:  
Vendor.Vendor number = {=} 280

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
HEART OF THE VALLEY (280)							
080421MP-1	Invoi	JULY HOV METER PAYABLE	1,339.00	Open	Non	08/21	610-21110
Total HEART OF THE VALLEY (280):			1,339.00				
Grand Totals:			1,339.00				

Report GL Period Summary

Vendor number hash: 280  
Vendor number hash - split: 280  
Total number of invoices: 1  
Total number of transactions: 1

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	1,339.00	1,339.00
Grand Totals:	1,339.00	1,339.00

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
<b>2021 REFUNDS-MISCELLANEOUS (5180)</b>							
081621	Invoi	OVERPAYMENT ON PERMIT 21-426	220.00	Open	Non	08/21	101-32210
Total 2021 REFUNDS-MISCELLANEOUS (5180):			220.00				
<b>2021 REFUNDS-UTILITIES (5169)</b>							
122116002	Invoi	OVERPAYMENT REFUND ACCT #1-221160-02	66.72	Open	Non	08/21	001-15000
126060120	Invoi	OVERPAYMENT REFUND ACCT #1-260601-20	36.90	Open	Non	08/21	001-15000
Total 2021 REFUNDS-UTILITIES (5169):			103.62				
<b>AMPLITEL TECHNOLOGIES (4637)</b>							
17864	Invoi	MONTHLY MANAGED SERVICES & MONTHLY BAC	3,103.10	Open	Non	08/21	404-57190-204
17864	Invoi	ANTIVIRUS, OFFICE 365, EXCHANGE ONLINE, DU	1,154.07	Open	Non	08/21	404-57190-208
18035	Invoi	MONTHLY BACK-UP, MANAGED SERVICES, OFFIC	3,825.00	Open	Non	08/21	207-52120-204
18035	Invoi	MULTI-FACTOR AUTHENTICATION FROM DUO	3.50	Open	Non	08/21	207-52120-204
18035	Invoi	MONTHLY ANTIVIRUS, DROPSUITE-AUGUST	326.50	Open	Non	08/21	207-52120-240
Total AMPLITEL TECHNOLOGIES (4637):			8,412.17				
<b>APWA SNOWPLOW ROADEO (3752)</b>							
082021	Invoi	SNOWPLOW ROADEO ENTRY FEE FOR FOUR	140.00	Open	Non	08/21	101-53350-201
Total APWA SNOWPLOW ROADEO (3752):			140.00				
<b>ARCHITECTURAL DIGEST (5264)</b>							
081721	Invoi	MAGAZINE SUBSCRIPTION	10.00	Open	Non	08/21	206-55110-207
Total ARCHITECTURAL DIGEST (5264):			10.00				
<b>ASTRONOMY (5262)</b>							
900303004403	Invoi	MAGAZINE SUBSCRIPTION	36.05	Open	Non	08/21	206-55110-207
Total ASTRONOMY (5262):			36.05				
<b>AT&amp; T (409)</b>							
92078873810963 0	Invoi	JUL/AUG SERVICE	17.58	Open	Non	08/21	207-52120-203
92078873810963 0	Invoi	JUL/AUG SERVICE	123.03	Open	Non	08/21	101-53310-203
92078873810963 0	Invoi	JUL/AUG SERVICE	17.58	Open	Non	08/21	204-55420-203
92078873810963 0	Invoi	JUL/AUG SERVICE	70.31	Open	Non	08/21	620-53924-203
92078873810963 0	Invoi	JUL/AUG SERVICE	52.72	Open	Non	08/21	206-55110-206
Total AT& T (409):			281.22				
<b>AXON ENTERPRISE INC. (555)</b>							
4135	Invoi	BATTERY PACK	546.00	Open	Non	08/21	207-52120-205
Total AXON ENTERPRISE INC. (555):			546.00				
<b>BAKER &amp; TAYLOR (5194)</b>							
2036123371	Invoi	BOOKS	10.70	Open	Non	08/21	206-55110-206
Total BAKER & TAYLOR (5194):			10.70				
<b>BAYCOM (1318)</b>							
34049	Invoi	CSO SQUAD REPLACEMENT MIC	66.95	Open	Non	08/21	207-52120-205

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Total BAYCOM (1318):			66.95				
CITY OF APPLETON (68)							
7279	Invoi	JULY 2021 TRANSIT	7,479.00	Open	Non	08/21	101-51780-233
Total CITY OF APPLETON (68):			7,479.00				
FOX VALLEY TECHNICAL COLLEGE (1775)							
260322901	Invoi	OMITTED TAXES PARCELS 260990429 & 26032290	995.17	Open	Non	08/21	803-21721
Total FOX VALLEY TECHNICAL COLLEGE (1775):			995.17				
GFC LEASING - WI (4989)							
100676476	Invoi	GFC PW COPIER LEASING	92.26	Open	Non	08/21	101-53310-207
Total GFC LEASING - WI (4989):			92.26				
GOLD CROSS AMBULANCE INC (635)							
6641	Invoi	MEDICAL SUPPLIES	35.10	Open	Non	08/21	207-52120-213
Total GOLD CROSS AMBULANCE INC (635):			35.10				
INGRAM LIBRARY SERVICES (4508)							
54040948	Invoi	BOOKS	426.55	Open	Non	08/21	206-55110-206
54080938	Invoi	BOOKS	245.59	Open	Non	08/21	206-55110-206
54149435	Invoi	BOOKS	525.32	Open	Non	08/21	206-55110-206
54170744	Invoi	BOOKS	85.33	Open	Non	08/21	206-55110-206
54191617	Invoi	BOOKS	237.70	Open	Non	08/21	206-55110-206
54239729	Invoi	BOOKS	291.48	Open	Non	08/21	206-55110-206
Total INGRAM LIBRARY SERVICES (4508):			1,811.97				
KAUKAUNA AREA SCHOOL DISTRICT (235)							
260990429	Invoi	OMITTED TAX PARCEL 260990429	6,856.51	Open	Non	08/21	803-21711
Total KAUKAUNA AREA SCHOOL DISTRICT (235):			6,856.51				
KLINK HYDRAULICS LLC (5005)							
17437	Invoi	HANDLE ASSEMBLY #81	2.72	Open	Non	08/21	101-53330-225
Total KLINK HYDRAULICS LLC (5005):			2.72				
LAPPEN SECURITY PRODUCTS INC (735)							
LSPQ45525	Invoi	YARD WASTE SITE CARDS	150.00	Open	Non	08/21	101-53650-204
Total LAPPEN SECURITY PRODUCTS INC (735):			150.00				
LITTLE CHUTE AREA SCHOOL DIST (265)							
260322901	Invoi	OMITTED TAX ON PARCEL 260322901	81.56	Open	Non	08/21	803-21711
Total LITTLE CHUTE AREA SCHOOL DIST (265):			81.56				
MATTHEWS TIRE & SERVICE CENTER (768)							
272602	Invoi	4 NEW TIRES ON SQUAD #93	769.99	Open	Non	08/21	207-52120-247

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Total MATTHEWS TIRE & SERVICE CENTER (768):			769.99				
MCMAHON ASSOCIATES INC (276)							
923447	Invoi	NORTH SIDE STORM SEWER INTERCEPTOR	3,306.45	Open	Non	08/21	416-51216-261
Total MCMAHON ASSOCIATES INC (276):			3,306.45				
MEMORIES ANTIQUE MALL AND AUCTION HOUSE (5227)							
081721	Invoi	LIBRARY PROGRAM ITEMS	530.34	Open	Non	08/21	206-55110-205
Total MEMORIES ANTIQUE MALL AND AUCTION HOUSE (5227):			530.34				
MIDWEST PROTECTION SERVICES (3939)							
46849	Invoi	ANNUAL MONITORING OF ALARM PANEL @ MSB	384.00	Open	Non	08/21	101-53310-204
Total MIDWEST PROTECTION SERVICES (3939):			384.00				
NEWS PUBLISHING CO INC (857)							
519359	Invoi	VILLAGE MARKET AD	41.40	Open	Non	08/21	101-55300-232
519400	Invoi	PUBLIC HEARING-PINE ST	37.35	Open	Non	08/21	101-51650-207
519947	Invoi	VILLAGE MARKET AD	41.40	Open	Non	08/21	101-55300-232
519993	Invoi	PUBLIC HEARING-ROBS IMPORTS	59.24	Open	Non	08/21	101-51650-207
519996	Invoi	PUBLIC HEARING-PINE ST	30.50	Open	Non	08/21	101-51650-207
520615	Invoi	VILLAGE MARKET AD	41.40	Open	Non	08/21	101-55300-232
520616	Invoi	MARKET ON MAIN	500.00	Open	Non	08/21	101-51650-207
521142	Invoi	SHOP DINE & PLAY AD	50.00	Open	Non	08/21	206-55110-225
521166	Invoi	NOTICE-JOINT REVIEW BOARD MEETING	19.67	Open	Non	08/21	101-51650-207
Total NEWS PUBLISHING CO INC (857):			820.96				
OUTAGAMIE COUNTY TREASURER (486)							
081921	Invoi	2020 ERU BASE CHARGE-VANDENBROEK	3,127.72	Open	Non	08/21	630-53440-410
1018863	Invoi	JULY FUEL BILL	22.92	Open	Non	08/21	630-53441-247
1018863	Invoi	JULY FUEL BILL	288.41	Open	Non	08/21	630-53442-247
1018863	Invoi	JULY FUEL BILL	3,130.35	Open	Non	08/21	201-53620-247
1018863	Invoi	JULY FUEL BILL	268.16	Open	Non	08/21	101-55200-247
1018863	Invoi	JULY FUEL BILL	1,137.02	Open	Non	08/21	101-55440-247
1018863	Invoi	JULY FUEL BILL	49.31	Open	Non	08/21	101-55300-247
1018863	Invoi	JULY FUEL BILL	233.92	Open	Non	08/21	101-52200-247
1018863	Invoi	JULY FUEL BILL	186.72	Open	Non	08/21	610-53612-247
1018863	Invoi	JULY FUEL BILL	463.03	Open	Non	08/21	620-53644-247
1018863	Invoi	JULY FUEL BILL	1,258.98	Open	Non	08/21	101-53330-217
260322901	Invoi	OMITTED TAXES ON PARCELS 260322901 & 26099	4,084.20	Open	Non	08/21	803-21611
Total OUTAGAMIE COUNTY TREASURER (486):			14,250.74				
PARKITECTURE + PLANNING LLC (5261)							
1	Invoi	CONCEPTUAL DESIGN	1,203.75	Open	Non	08/21	101-55200-225
Total PARKITECTURE + PLANNING LLC (5261):			1,203.75				
RIVERSIDE BY REYNEBEAU FLORAL (322)							
161161/1	Invoi	FLORAL ARRANGEMENT- KNAUS	35.00	Open	Non	08/21	101-51960-211
Total RIVERSIDE BY REYNEBEAU FLORAL (322):			35.00				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
<b>SAM'S CLUB/SYNCHRONY BANK (1728)</b>							
08/21 00204221446	Invoi	EVENT ITEMS	203.50	Open	Non	08/21	101-55300-218
08/21 00204221446	Invoi	OFFICE SUPPLIES	9.98	Open	Non	08/21	101-55300-206
08/21 00204221446	Invoi	SODA FOR POOL CONCESSIONS	172.42	Open	Non	08/21	204-55420-211
08/21 00204221446	Invoi	CARNIVAL ITEMS	72.53	Open	Non	08/21	101-55300-218
08/21 00204221446	Invoi	FAMILY FUN FEST ITEMS	959.71	Open	Non	08/21	101-55300-218
Total SAM'S CLUB/SYNCHRONY BANK (1728):			1,418.14				
<b>SPEEDY CLEAN DRAIN &amp; SEWER (122)</b>							
40604	Invoi	TELEWISE & INSPECT MULTIPLE SPOTS	1,060.00	Open	Non	08/21	610-53612-204
Total SPEEDY CLEAN DRAIN & SEWER (122):			1,060.00				
<b>STONERIDGE LITTLE CHUTE LLC (4903)</b>							
1061971029	Invoi	FAMILY FUN FEST ITEMS	504.83	Open	Non	08/21	101-55300-218
21000150807	Invoi	EVENT ITEMS	29.99	Open	Non	08/21	101-55300-218
23041510801	Invoi	EVENT ITEMS	7.97	Open	Non	08/21	101-55300-218
24083761600	Invoi	EVENT ITEMS	11.96	Open	Non	08/21	101-55300-218
25034541152	Invoi	EVENT ITEMS	41.93	Open	Non	08/21	101-55300-218
Total STONERIDGE LITTLE CHUTE LLC (4903):			596.68				
<b>THE NEW YORKER (5263)</b>							
1657141675	Invoi	MAGAZINE SUBSCRIPTION	149.99	Open	Non	08/21	206-55110-207
Total THE NEW YORKER (5263):			149.99				
<b>TIME WARNER CABLE (89)</b>							
08/21 16087	Invoi	AUGUST/SEPTEMBER SERVICE	157.41	Open	Non	08/21	101-51650-203
08/21 97368	Invoi	AUGUST/SEPTEMBER SERVICE	550.00	Open	Non	08/21	101-53310-203
Total TIME WARNER CABLE (89):			707.41				
<b>TOWN OF VANDENBROEK (353)</b>							
1019	Invoi	2020 & 2021 LANDFILL FIRE PROTECTION FEE/BIL	1,000.00	Open	Non	08/21	101-51780-204
1019	Adju	2020 & 2021 LANDFILL FIRE PROTECTION FEE/BIL	1,000.00-	Open	Non	08/21	101-51780-204
Total TOWN OF VANDENBROEK (353):			.00				
<b>U.S. BANK (5015)</b>							
08/21 59455565491	Invoi	OFFICE SUPPLIES	48.50	Open	Non	08/21	101-51415-206
08/21 59455565491	Invoi	COLOR RIBBON CARD PRINTER	46.50	Open	Non	08/21	101-51650-206
08/21 59455565491	Invoi	ITEMS FOR LIBRARY PROGRAMS	328.39	Open	Non	08/21	206-55110-205
08/21 59455565491	Invoi	BOOKS	20.00	Open	Non	08/21	206-55110-206
08/21 59455565491	Invoi	MAGAZINE SUBSCRIPTION	20.00	Open	Non	08/21	206-55110-207
08/21 59455565491	Invoi	ELECTRIC TECHNOLOGY	1,527.14	Open	Non	08/21	206-55110-209
08/21 59455565491	Invoi	CRYSTAL CLEAR TAPE	423.17	Open	Non	08/21	206-55110-218
08/21 59455565491	Invoi	PRINTED ADS FOR MARKET ON MAIN	394.84	Open	Non	08/21	209-56900-227
08/21 59455565491	Invoi	NOTEBOOK JOURNALS AND PENS	28.53	Open	Non	08/21	101-51530-206
08/21 59455565491	Invoi	SYMPOSIUM REGISTRATION & HOTEL ACCOMOD	1,552.95	Open	Non	08/21	101-51420-201
08/21 59455565491	Invoi	REC EVENT ITEMS	2,472.07	Open	Non	08/21	101-55300-218
08/21 59455565491	Invoi	CORN HOLE BAG SET FOR VLIESHOUT PATIO	41.93	Open	Non	08/21	101-55300-218
08/21 59455565491	Invoi	POOL INTERNET BILLING FOR 7/13	112.35	Open	Non	08/21	204-55420-203
08/21 59455565491	Invoi	SODA FOR POOL CONCESSIONS	47.04	Open	Non	08/21	204-55420-211
08/21 59455565491	Invoi	DRY ERASE BOARDS	142.74	Open	Non	08/21	101-55300-206
08/21 59455565491	Invoi	PORTABLE TOILET AT DP2 06/15 - 07/05	91.88	Open	Non	08/21	101-55200-204



Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
08/21 59455565491	Invoi	TOYS FOR POOL BIRTHDAY BAGS	7.00	Open	Non	08/21	204-55420-218
08/21 59455565491	Invoi	ITEMS FOR LIBRARY PROGRAMS	216.73	Open	Non	08/21	206-55110-205
08/21 59455565491	Invoi	MOVIES	19.96	Open	Non	08/21	206-55110-210
08/21 59455565491	Invoi	BANDAGES FOR POOL OFFICE	8.76	Open	Non	08/21	204-55420-213
08/21 59455565491	Invoi	ADDITIONAL MONTH OF STAFF SCHEDULER	30.00	Open	Non	08/21	204-55420-204
08/21 59455565491	Invoi	GLOVES FOR CLEANING	30.47	Open	Non	08/21	204-55420-222
08/21 59455565491	Invoi	DNR PERMIT-VANDENBROEK POND	143.50	Open	Non	08/21	630-51214-263
08/21 59455565491	Invoi	SMALL ENGINE FUEL	89.01	Open	Non	08/21	101-53300-217
08/21 59455565491	Invoi	PARKING TICKET SUSPENSIONS	15.30	Open	Non	08/21	207-52120-204
08/21 59455565491	Invoi	OFFICE SUPPLIES	4.00	Open	Non	08/21	207-52120-206
08/21 59455565491	Invoi	CARDS/SOFT ROOM & DEPARTMENT SUPPLIES	26.50	Open	Non	08/21	207-52120-218
08/21 59455565491	Invoi	K9-KENNEL/TRAVEL KENNEL/MATS/BOWLS/ETC	1,314.60	Open	Non	08/21	207-52120-236
08/21 59455565491	Invoi	NATIONAL NIGHT OUT SUPPLIES	330.33	Open	Non	08/21	207-52120-218
08/21 59455565491	Invoi	GLOVES	239.76	Open	Non	08/21	207-52120-213
08/21 59455565491	Invoi	TRANSUNION	75.00	Open	Non	08/21	207-52120-204
08/21 59455565491	Invoi	SWITCH FOR SANDERS	43.17	Open	Non	08/21	101-53330-221
08/21 59455565491	Invoi	TRIMMER	277.98	Open	Non	08/21	101-55200-221
08/21 59455565491	Invoi	TRIMMER	277.98	Open	Non	08/21	101-55440-221
08/21 59455565491	Invoi	TRIMMER	277.99	Open	Non	08/21	101-53300-221
08/21 59455565491	Invoi	SMALL ENGINE FUEL	201.93	Open	Non	08/21	101-53300-217
08/21 59455565491	Invoi	SPRAYER & PENDULUM	116.85	Open	Non	08/21	101-55200-205
08/21 59455565491	Invoi	STEEL TO BUILD BOX FOR TRAIL COUNTER	78.00	Open	Non	08/21	101-55200-242
08/21 59455565491	Invoi	RADIATOR COVER FOR #160	25.00	Open	Non	08/21	101-53330-225
08/21 59455565491	Invoi	METAL PIECE FOR CART	9.00	Open	Non	08/21	101-55300-218
08/21 59455565491	Invoi	OFFICE SUPPLIES	64.42	Open	Non	08/21	620-53924-206
Total U.S. BANK (5015):			11,221.27				
US POSTMASTER (264)							
DPW FALL 2021	Invoi	2021 FALL DPW/ENGINEERING NEWSLETTER	123.07	Open	Non	08/21	101-53300-226
DPW FALL 2021	Invoi	2021 FALL DPW/ENGINEERING NEWSLETTER	308.23	Open	Non	08/21	101-53350-226
DPW FALL 2021	Invoi	2021 FALL DPW/ENGINEERING NEWSLETTER	154.11	Open	Non	08/21	101-53650-226
DPW FALL 2021	Invoi	2021 FALL DPW/ENGINEERING NEWSLETTER	154.11	Open	Non	08/21	201-53620-226
DPW FALL 2021	Invoi	2021 FALL DPW/ENGINEERING NEWSLETTER	62.09	Open	Non	08/21	610-53614-226
DPW FALL 2021	Invoi	2021 FALL DPW/ENGINEERING NEWSLETTER	62.09	Open	Non	08/21	620-53924-226
DPW FALL 2021	Invoi	ANNUAL 2021 PRESORT FEE-PERMIT #27	245.03	Open	Non	08/21	630-53444-226
Total US POSTMASTER (264):			1,108.73				
VANDENBROEK-KAUKAUNA (2036)							
46	Invoi	LANDFILL FIRE CALL 07/24/21	1,300.00	Open	Non	08/21	101-51780-204
46	Adju	LANDFILL FIRE CALL 07/24/21	1,300.00-	Open	Non	08/21	101-51780-204
Total VANDENBROEK-KAUKAUNA (2036):			.00				
WARRANT PAYMENTS (4565)							
M21008032	Invoi	WARRANT- ROBINSON	310.00	Open	Non	08/21	207-21495
Total WARRANT PAYMENTS (4565):			310.00				
Grand Totals:			65,204.45				

Report GL Period Summary

Vendor number hash:

156304

Terms Description	Invoice Amount	Net Invoice Amount
Vendor number hash - split:	387710	
Total number of invoices:	59	
Total number of transactions:	127	
Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	65,204.45	65,204.45
Grand Totals:	65,204.45	65,204.45

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
2021 REFUNDS-MISCELLANEOUS (5180)							
21-425	Invoi	OVERPAYMENT ON PERMIT 21-425	80.00	Open	Non	08/21	101-32220
Total 2021 REFUNDS-MISCELLANEOUS (5180):			80.00				
2021 REFUNDS-UTILITIES (5169)							
170314503	Invoi	OVERPAYMENT REFUND ACCT #1-703145-03	68.29	Open	Non	08/21	001-15000
Total 2021 REFUNDS-UTILITIES (5169):			68.29				
AMERICAN FIDELITY ASSURANCE (4885)							
6010284	Invoi	FLEX SPENDING AUGUST	1,507.99	Open	Non	08/21	101-21368
Total AMERICAN FIDELITY ASSURANCE (4885):			1,507.99				
AMPLITEL TECHNOLOGIES (4637)							
17837	Invoi	METER MANAGEMENT PROJECT	3,877.46	Open	Non	08/21	620-53644-253
Total AMPLITEL TECHNOLOGIES (4637):			3,877.46				
ASSOCIATED TRUST COMPANY (592)							
20794	Invoi	TAXABLE GENERAL OBLIGATION PROMISSORY	435.00	Open	Non	08/21	414-57400-262
20794	Invoi	TAXABLE GENERAL OBLIGATION PROMISSORY	40.00	Open	Non	08/21	418-57800-262
Total ASSOCIATED TRUST COMPANY (592):			475.00				
CARRICO AQUATIC RESOURCES INC (1489)							
20214231	Invoi	DELIVERY FUEL SURCHARGE	122.27	Open	Non	08/21	204-55420-225
Total CARRICO AQUATIC RESOURCES INC (1489):			122.27				
CELLCOM (4683)							
202759	Invoi	ENGINEERING PHONE CHARGES	161.89	Open	Non	08/21	452-57331-203
202759	Invoi	DPW PHONE CHARGES	200.81	Open	Non	08/21	101-53310-203
202759	Invoi	PARKS PHONE CHARGES	54.99	Open	Non	08/21	101-55200-203
202759	Invoi	REC PHONE CHARGES	65.42	Open	Non	08/21	101-55300-203
202759	Invoi	FACILITIES PHONE CHARGES	27.66	Open	Non	08/21	101-51650-203
202759	Invoi	INSPECTOR PHONE CHARGES	6.26	Open	Non	08/21	101-52050-203
202759	Invoi	COMMUNITY DEVELOPER PHONE CHARGES	27.66	Open	Non	08/21	101-51530-203
202759	Invoi	IPAD STORM	23.59	Open	Non	08/21	630-53442-218
202759	Invoi	IPAD STREETS	47.18	Open	Non	08/21	101-53300-218
202759	Invoi	IPAD VEHICLE MAINTENANCE	23.59	Open	Non	08/21	101-53330-218
202759	Invoi	IPAD SANITARY SEWER	23.59	Open	Non	08/21	610-53612-218
Total CELLCOM (4683):			662.64				
DELTA DENTAL OF WISCONSIN (33)							
1650572	Invoi	SEPTEMBER DENTAL	6,166.13	Open	Non	08/21	101-21345
1650572	Invoi	SEPTEMBER VISION	391.26	Open	Non	08/21	101-21366
Total DELTA DENTAL OF WISCONSIN (33):			6,557.39				
FOX VALLEY COMMUNICATIONS LLC (5267)							
5248	Invoi	INTERPRETATION SERVICES 08/03/21	172.50	Open	Non	08/21	207-52120-204
Total FOX VALLEY COMMUNICATIONS LLC (5267):			172.50				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
FOX VALLEY FIRE ARTS LLC (5265)							
20210014	Invoi	ENTERTAINMENT AT MARKET ON MAIN-BOOKING	100.00	Open	Non	08/21	209-56900-204
Total FOX VALLEY FIRE ARTS LLC (5265):			100.00				
FOX VALLEY HUMANE ASSOCIATION (971)							
5166	Invoi	JULY HANDLE FEES	80.00	Open	Non	08/21	207-52120-204
Total FOX VALLEY HUMANE ASSOCIATION (971):			80.00				
GERVAIS, PETER (5269)							
083121	Invoi	JET'S OFFICIAL 08/31/21	150.00	Open	Non	08/21	101-55460-111
Total GERVAIS, PETER (5269):			150.00				
HEART OF THE VALLEY CHAMBER (996)							
17333	Invoi	50 ON THE FOX	500.00	Open	Non	08/21	101-56700-227
Total HEART OF THE VALLEY CHAMBER (996):			500.00				
HITNER, DAVID (5268)							
083121	Invoi	JET'S OFFICIAL 08/27/21	150.00	Open	Non	08/21	101-55460-111
Total HITNER, DAVID (5268):			150.00				
LAPPEN SECURITY PRODUCTS INC (735)							
LSPQ45505	Invoi	2 NEW KEYS	22.00	Open	Non	08/21	101-55200-218
LSPQ45517	Invoi	PADLOCKS	81.52	Open	Non	08/21	101-55200-218
LSPQ45576	Invoi	PLASTIC ID CARDS	25.00	Open	Non	08/21	101-51440-206
Total LAPPEN SECURITY PRODUCTS INC (735):			128.52				
LCHS POM & DANCE TEAM (3352)							
JULY 2021	Invoi	POM CLINIC PAYOUT-79 KIDS	790.00	Open	Non	08/21	101-55300-204
Total LCHS POM & DANCE TEAM (3352):			790.00				
LITTLE CHUTE DIAMOND CLUB INC (4751)							
082421	Invoi	SPONSOR FUNDS FOR ROOKIE & MINOR SHIRT O	409.40	Open	Non	08/21	101-34412
Total LITTLE CHUTE DIAMOND CLUB INC (4751):			409.40				
MARCO TECHNOLOGIES LLC (3100)							
8939517	Invoi	VOICEMAIL BOX ASSISTANCE FOR JOHN	150.00	Open	Non	08/21	404-57190-204
Total MARCO TECHNOLOGIES LLC (3100):			150.00				
MIDWEST METER INC (4407)							
132731	Invoi	METER BASE AND ACCESSORIES	7,200.00	Open	Non	08/21	620-53644-253
Total MIDWEST METER INC (4407):			7,200.00				
NELSON, LYLE (4495)							
083121	Invoi	JETS REF 08/31	150.00	Open	Non	08/21	101-55460-111
Total NELSON, LYLE (4495):			150.00				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
TIME WARNER CABLE (89)							
07/21 96253	Invoi	AUGUST/SEPTEMBER SERVICE	292.11	Open	Non	08/21	207-52120-203
08/21 20279	Invoi	AUGUST/SEPTEMBER SERVICE	106.16	Open	Non	08/21	620-53924-203
08/21 56638	Invoi	AUGUST/SEPTEMBER SERVICE	12.23	Open	Non	08/21	101-52200-208
Total TIME WARNER CABLE (89):			410.50				
UNITED SYSTEMS & SOFTWARE INC (5214)							
85743	Invoi	SOFTWARE AND PROFESSIONAL SERVICES	3,900.00	Open	Non	08/21	620-53644-253
Total UNITED SYSTEMS & SOFTWARE INC (5214):			3,900.00				
VERIZON WIRELESS (3606)							
9886250220	Invoi	JULY/AUGUST	74.38	Open	Non	08/21	620-53924-203
Total VERIZON WIRELESS (3606):			74.38				
VERMEER - WISCONSIN INC (1437)							
30084168	Invoi	POLE SAW & BLADE	308.94	Open	Non	08/21	101-55440-221
Total VERMEER - WISCONSIN INC (1437):			308.94				
VILLAGE OF LITTLE CHUTE (1404)							
PETTY-JETS	Invoi	START-UP FUNDS FOR JETS FOOTBALL	350.00	Open	Non	08/21	101-10150
Total VILLAGE OF LITTLE CHUTE (1404):			350.00				
WARRANT PAYMENTS (4565)							
M21008049	Invoi	WARRANT- WILLIAMS	500.00	Open	Non	08/21	207-21495
Total WARRANT PAYMENTS (4565):			500.00				
Grand Totals:			28,875.28				

## Report GL Period Summary

Vendor number hash: 88507  
Vendor number hash - split: 135962  
Total number of invoices: 30  
Total number of transactions: 42

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	28,875.28	28,875.28
Grand Totals:	28,875.28	28,875.28

## Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
<b>1000 ISLANDS ENVIRONMENTAL CTR</b>				
082021	EXPLORE NATURE PROGRAM FEES	300.00	08/21	101-55300-204
Total 1000 ISLANDS ENVIRONMENTAL CTR:		300.00		
<b>AMBROSIUS, WILLIE</b>				
081421	MEN'S SOFTBALL SUPERVISOR	15.00	08/21	101-55300-111
081421	MEN'S SOFTBALL UMPIRE	58.50	08/21	101-55300-111
Total AMBROSIUS, WILLIE:		73.50		
<b>AMPLITEL TECHNOLOGIES</b>				
18193	LAPTOP FOR CONFERENCE ROOM	1,387.90	08/21	404-57190-302
Total AMPLITEL TECHNOLOGIES:		1,387.90		
<b>APPLETON TROPHY &amp; ENGRAVING</b>				
29429	PREMIUM APEX GLASS AWARD	29.05	08/21	101-51960-211
Total APPLETON TROPHY & ENGRAVING:		29.05		
<b>AUTOMOTIVE SUPPLY CO</b>				
60911548	TRI-POWER BELTS #206	14.41	08/21	101-53330-225
60911642	OIL FILTER	8.10	08/21	101-53330-218
60911653	FUEL CAP #45	4.68	08/21	101-53330-225
60911657	OIL FILTER	10.91	08/21	101-53330-218
60911678	RADIAL SEAL AIR FILTER	34.80	08/21	101-53330-218
60911755	BELTS #206	92.08	08/21	101-53330-206
60911756	BELT FOR BLADES #206	40.09	08/21	101-53330-225
60911915	WATER PUMP #89	75.47	08/21	101-53330-225
60912186	BATTERY #47	119.51	08/21	101-53330-225
60912288	NOZZLE	7.13	08/21	101-53330-218
60912417	AIR FILTER	14.28	08/21	101-53330-218
60912677	SPIN-ON LUBE FILTER	8.10	08/21	101-53330-218
60912677	MISC PARTS #3621	89.51	08/21	101-53330-225
60912680	FUEL SPIN-ON #3621	22.53	08/21	101-53330-225
60912694	FUEL FILTER #3621	22.53	08/21	101-53330-225
CM214651	CORE BATTERY RETURN	144.00-	08/21	101-53330-225
CM214902	CORE BATTERY RETURN	18.00-	08/21	101-53330-225
CM214995	RETURNED MERCHANDISE	22.53-	08/21	101-53330-225
Total AUTOMOTIVE SUPPLY CO:		379.60		
<b>BECK'S MEATS INC</b>				
080921	RIBEYES	534.11	08/21	101-52200-211
Total BECK'S MEATS INC:		534.11		
<b>BERGSTROM FORD-LINCOLN</b>				
71106	VISOR ASSEMBLY-SQUAD 182	119.22	08/21	207-52120-247
Total BERGSTROM FORD-LINCOLN:		119.22		

Invoice	Description	Total Cost	Period	GL Account
<b>BLEMBERG, LAURA</b>				
CFEST 08/06/21	SECURITY DEPOSIT REFUND	50.00	08/21	101-21235
Total BLEMBERG, LAURA:		50.00		
<b>BONS, SCOTT</b>				
06/21 REIMBURSE	WIAAI CONFERENCE	51.00	08/21	101-52200-201
061021	WIAAI CONFERENCE-PER DIEM	450.00	08/21	101-52200-112
Total BONS, SCOTT:		501.00		
<b>CASPERS TRUCK EQUIPMENT</b>				
50058	BRINE SPRAYER #15	20.00	08/21	101-53330-225
Total CASPERS TRUCK EQUIPMENT:		20.00		
<b>CELLCOM</b>				
229745	FVMPD CELL - AUGUST	1,962.73	08/21	207-52120-203
Total CELLCOM:		1,962.73		
<b>CITY OF APPLETON</b>				
7418	AUGUST 2021 TRANSIT	7,479.00	08/21	101-51780-233
Total CITY OF APPLETON:		7,479.00		
<b>DE VALK, LINDA</b>				
CFEST 08/15/21	SECURITY DEPOSIT REFUND	50.00	08/21	101-21235
Total DE VALK, LINDA:		50.00		
<b>DIAMOND VOGEL PAINT</b>				
207122247	STREET PAINT	1,781.25	08/21	101-53300-218
Total DIAMOND VOGEL PAINT:		1,781.25		
<b>DOVE, MELINDA</b>				
HEESAKKER 08/14	SECURITY DEPOSIT REFUND	20.00	08/21	101-21235
Total DOVE, MELINDA:		20.00		
<b>FOX VALLEY FIRE ARTS LLC</b>				
082621	ENTERTAINMENT AT MARKET ON MAIN	600.00	08/21	209-56900-204
Total FOX VALLEY FIRE ARTS LLC:		600.00		
<b>GARCIA RAMIREZ, FATIMA</b>				
08/14/21	SECURITY DEPOSIT REFUND	100.00	08/21	208-21235
Total GARCIA RAMIREZ, FATIMA:		100.00		
<b>GRAY, JILL</b>				
CFEST 08/12/21	SECURITY DEPOSIT REFUND	50.00	08/21	101-21235
Total GRAY, JILL:		50.00		

Invoice	Description	Total Cost	Period	GL Account
<b>HAWKINS INC</b>				
5007519	AZONE	585.57	08/21	620-53634-214
5007519	SODIUM SILICATE	2,581.50	08/21	620-53634-220
Total HAWKINS INC:		3,167.07		
<b>HEARTLAND BUSINESS SYSTEMS</b>				
463276-H	JUNE BILL PRINT QNTY 3949	138.22	08/21	201-53620-206
463276-H	JUNE BILL PRINT QNTY 3949	138.22	08/21	610-53614-206
463276-H	JUNE BILL PRINT QNTY 3949	138.22	08/21	620-53904-206
463276-H	JUNE BILL PRINT QNTY 3949	138.20	08/21	630-53443-206
463276-H1	JULY BILL PRINT QNTY 3951	138.29	08/21	201-53620-206
463276-H1	JULY BILL PRINT QNTY 3951	138.29	08/21	610-53614-206
463276-H1	JULY BILL PRINT QNTY 3951	138.29	08/21	620-53904-206
463276-H1	JULY BILL PRINT QNTY 3951	138.27	08/21	630-53443-206
Total HEARTLAND BUSINESS SYSTEMS:		1,106.00		
<b>HORST DISTRIBUTING INC</b>				
92458	SHEAR PINS #206	19.71	08/21	101-53330-225
Total HORST DISTRIBUTING INC:		19.71		
<b>HUPF, JANA</b>				
LEGION 08/15/21	SECURITY DEPOSIT REFUND	20.00	08/21	101-21235
Total HUPF, JANA:		20.00		
<b>INTOXIMETERS INC</b>				
687243	REPLACEMENT PBT UNIT	485.00	08/21	207-52120-218
Total INTOXIMETERS INC:		485.00		
<b>JX ENTERPRISES INC</b>				
2466447P	CHAMBER BRAKE #6	162.44	08/21	101-53330-225
Total JX ENTERPRISES INC:		162.44		
<b>KAPPELL, JASON</b>				
082421	REFUND JETS PLAYER FEE	60.00	08/21	101-34431
Total KAPPELL, JASON:		60.00		
<b>KAUKAUNA UTILITIES</b>				
AUGUST 2021	1800 STEPHEN ST	1,007.18	08/21	630-53441-249
AUGUST 2021	DOYLE PARK WELL	3,482.34	08/21	620-53624-249
AUGUST 2021	422 W NORTH AVE	17.10	08/21	630-51214-204
AUGUST 2021	721 W ELM DR	111.15	08/21	208-52900-249
AUGUST 2021	1401 E ELM DR	1,280.33	08/21	101-53310-249
AUGUST 2021	STEPHEN ST SIGN	16.24	08/21	101-53300-249
AUGUST 2021	SIGNALS/NE CORNER N & ELM	84.18	08/21	101-53300-249
AUGUST 2021	PATRIOT DR FLAG POLE	31.43	08/21	101-53300-249
AUGUST 2021	SIGNALS/NORTH & BUCHANAN	36.47	08/21	101-53300-249
AUGUST 2021	STREET LIGHTING	9,294.41	08/21	101-53300-249
AUGUST 2021	SIGNALS/MAIN & MADISON	43.22	08/21	101-53300-249
AUGUST 2021	COMMUNITY BRIDGE LIGHTING	178.81	08/21	101-53300-249
AUGUST 2021	SIGNALS/GRAND & MAIN	47.75	08/21	101-53300-249



Invoice	Description	Total Cost	Period	GL Account
AUGUST 2021	SECURITY LIGHT	13.59	08/21	101-53300-249
AUGUST 2021	CANAL BRIDGE - SOUTH SIDE	30.01	08/21	101-53300-249
AUGUST 2021	CANAL BRIDGE - NORTH SIDE	18.31	08/21	101-53300-249
AUGUST 2021	STEPHEN ST TOWER/LIGHTING	164.65	08/21	620-53624-249
AUGUST 2021	#3 WELL WASHINGTON ST	2,718.87	08/21	620-53624-249
AUGUST 2021	#4 WELL EVERGREEN DR	5,970.78	08/21	620-53624-249
AUGUST 2021	PUMP STATION JEFFERSON ST	1,268.24	08/21	620-53624-249
AUGUST 2021	LINCOLN AVE E HEESAKKER PARK	82.76	08/21	101-55200-249
AUGUST 2021	VAN LIESHOUT PK SECURITY LT	64.28	08/21	101-55200-249
AUGUST 2021	VAN LIESHOUT BALLFIELD	293.66	08/21	101-55200-249
AUGUST 2021	VAN LIESHOUT PARK	78.90	08/21	101-55200-249
AUGUST 2021	LEGION PARK RESTROOMS	473.12	08/21	101-55200-249
AUGUST 2021	HERITAGE PARK	23.35	08/21	101-55200-249
AUGUST 2021	HEESAKKER PARK TRAIL	28.37	08/21	101-55200-249
AUGUST 2021	DOYLE PARK BALLFIELD DP2 LIGHT	110.26	08/21	101-55200-249
AUGUST 2021	DOYLE PARK STAGE	228.18	08/21	101-55200-249
AUGUST 2021	BALLFIELD DPI/SHED LIGHTS	147.58	08/21	101-55200-249
AUGUST 2021	MUNICIPAL POOL	2,918.40	08/21	204-55420-249
AUGUST 2021	CIVIC CENTER	1,723.19	08/21	206-55110-249
AUGUST 2021	VILLAGE HALL	1,390.78	08/21	101-51650-249
AUGUST 2021	VILLAGE HALL PLAZA	16.60	08/21	101-51650-249
AUGUST 2021	SAFETY CENTER	671.26	08/21	101-52250-249
AUGUST 2021	SAFETY CENTER	1,006.90	08/21	207-52120-249
Total KAUKAUNA UTILITIES:		35,072.65		
KERRY'S VROOM SERVICE INC				
9625	OIL & FILTER CHANGE - UNIT#191	43.47	08/21	207-52120-247
9630	OIL & FILTER CHANGE - UNIT#182	43.47	08/21	207-52120-247
Total KERRY'S VROOM SERVICE INC:		86.94		
KIESLER'S POLICE SUPPLY INC				
172242	K-9 SQUAD RIFLE OPTIC	449.70	08/21	207-52120-236
Total KIESLER'S POLICE SUPPLY INC:		449.70		
KLINK EQUIPMENT				
891893	REPAIR FORKLIFT	304.38	08/21	101-53300-221
Total KLINK EQUIPMENT:		304.38		
KLINK HYDRAULICS LLC				
17477	COUPLINGS & PIPE FITTINGS	165.04	08/21	101-53330-218
17506	ADAPTER	10.98	08/21	101-53330-218
Total KLINK HYDRAULICS LLC:		176.02		
KOEBE, DONNA				
08/21 REIMBURSE	REIMBURSE 40 BOXES MARKERS FOR PROGRAM	39.69	08/21	101-55300-206
Total KOEBE, DONNA:		39.69		
KRUCKEBERG, JERRY				
CFEST 08/14/21	SECURITY DEPOSIT REFUND	50.00	08/21	101-21235

Invoice	Description	Total Cost	Period	GL Account
Total KRUCKEBERG, JERRY:		50.00		
LEXIPOL				
1091	POLICEONE ACADEMY	77.00	08/21	207-52120-201
Total LEXIPOL:		77.00		
LINDNER ACE HARDWARE LITTLE CHUTE				
271180-312001	CLEANING SUPPLIES	11.97	08/21	101-52200-218
Total LINDNER ACE HARDWARE LITTLE CHUTE:		11.97		
LLOYD, MICHAEL				
06/21 REIMBURSE	WIAAI CONFERENCE	140.60	08/21	101-52200-201
061021	WIAAI CONFERENCE-PER DIEM	450.00	08/21	101-52200-112
Total LLOYD, MICHAEL:		590.60		
MARTZAHL, CINDY				
08/21/21	SECURITY DEPOSIT REFUND	100.00	08/21	208-21235
Total MARTZAHL, CINDY:		100.00		
MATTHEWS TIRE				
272614	FLAT REPAIR-SQUAD 95	35.76	08/21	207-52120-247
272965	1 NEW TIRE SQUAD #191	167.51	08/21	207-52120-247
273373	2 NEW TIRES SQUAD #89	434.97	08/21	207-52120-247
Total MATTHEWS TIRE:		638.24		
MBM				
2877382	CONTRACT OVERAGE CHARGE/COLOR COPIES	148.57	08/21	206-55110-225
Total MBM:		148.57		
MCC INC				
280508	HOT MIX ASPHALT	145.40	08/21	101-53300-216
280508	HOT MIX ASPHALT	436.18	08/21	630-53442-216
281484	HOT MIX ASPHALT	587.39	08/21	101-53300-216
Total MCC INC:		1,168.97		
MCMAHON ASSOCIATES INC				
923610	WETLAND DELINEATION LETTER-VANDENBROEK	336.00	08/21	630-51214-204
Total MCMAHON ASSOCIATES INC:		336.00		
MCO				
27429	JULY MILEAGE REIMBURSEMENT	282.10	08/21	620-53644-247
Total MCO:		282.10		
MENARDS - APPLETON EAST				
7432	CONCRETE BLOCKS	27.00	08/21	630-53442-216

Invoice	Description	Total Cost	Period	GL Account
Total MENARDS - APPLETON EAST:		27.00		
MIDWEST SALT LLC				
P458748	INDUSTRIAL SOUTHERN COARSE SALT	2,822.50	08/21	620-53634-224
P458821	INDUSTRIAL SOUTHERN COARSE SALT	2,826.25	08/21	620-53634-224
Total MIDWEST SALT LLC:		5,648.75		
MODERN DAIRY INC				
288149	POOL CONCESSION ITEMS	36.50	08/21	204-55420-211
Total MODERN DAIRY INC:		36.50		
MODERN MARKETING				
MMI142229	JUNIOR CUSTOM TATTOOS	403.00	08/21	207-52120-218
Total MODERN MARKETING:		403.00		
MSA PROFESSIONAL SERVICES INC				
R08064014.0-1	VLC TRANSPORTATION & STREET FUNDING FEA	3,155.00	08/21	216-50100-204
Total MSA PROFESSIONAL SERVICES INC:		3,155.00		
NASSCO INC				
6031300	BATH TISSUE	35.20	08/21	101-55200-222
6032573	BOWL CLEANER	24.04	08/21	208-52900-222
6037217	BATH TISSUE	67.46	08/21	208-52900-222
Total NASSCO INC:		126.70		
NORTHERN LAKE SERVICE INC				
405016	WATER TESTING	410.00	08/21	620-53644-204
Total NORTHERN LAKE SERVICE INC:		410.00		
O'REILLY AUTOMOTIVE INC				
2043-287430	WIPER BLADES #92	28.04	08/21	207-52120-247
Total O'REILLY AUTOMOTIVE INC:		28.04		
OUTAGAMIE COUNTY TREASURER				
184217-1	CTY "N" MEDIAN	151.86	08/21	452-51224-263
Total OUTAGAMIE COUNTY TREASURER:		151.86		
PRIMADATA LLC				
SEPTEMBER 2021	SEPTEMBER POSTCARD POSTAGE	250.00	09/21	201-53620-226
SEPTEMBER 2021	SEPTEMBER POSTCARD POSTAGE	250.00	09/21	610-53613-226
SEPTEMBER 2021	SEPTEMBER POSTCARD POSTAGE	250.00	09/21	620-53904-226
SEPTEMBER 2021	SEPTEMBER POSTCARD POSTAGE	250.00	09/21	630-53443-226
Total PRIMADATA LLC:		1,000.00		
REHMAN, MICHAEL				
081421	MEN'S SOFTBALL UMPIRE	117.00	08/21	101-55300-111

Invoice	Description	Total Cost	Period	GL Account
Total REHMAN, MICHAEL:		117.00		
RIDLEY, COLETTE				
POOL RENTAL 08/	REFUND PRIVATE POOL RENTAL FEE	250.00	08/21	204-34421
Total RIDLEY, COLETTE:		250.00		
SCHAEFER, HEATHER				
061421	PAYOUT 8 PEOPLE FOR 06/14 PAINTING CLASS	200.00	08/21	208-52900-204
061621	PAYOUT 5 PEOPLE FOR 06/16 PAINTING CLASS	125.00	08/21	208-52900-204
081221	PAYOUT 15 PEOPLE FOR 08/12 PAINTING CLASS	375.00	08/21	208-52900-204
Total SCHAEFER, HEATHER:		700.00		
SCHLEISS, BILLIE				
VLIESHOUT 08/15/	SECURITY DEPOSIT REFUND	20.00	08/21	101-21235
Total SCHLEISS, BILLIE:		20.00		
SCHRAUFNAGEL, SONDRA				
DOYLE 08/14/21	SECURITY DEPOSIT REFUND	20.00	08/21	101-21235
Total SCHRAUFNAGEL, SONDRA:		20.00		
SCHWAAB INC				
D012061	NAME/DEPT DESKPLATE	62.23	08/21	101-55300-206
Total SCHWAAB INC:		62.23		
SLATER, PAULA				
08/21 REIMBURSE-	REIMBURSE RHINESTONES	828.19	08/21	101-55300-218
Total SLATER, PAULA:		828.19		
SPIERINGS, SUE				
CFEST 08/20/21	REFUND SPECIAL EVENT SECURITY DEPOSIT	200.00	08/21	101-21235
Total SPIERINGS, SUE:		200.00		
STAPLES ADVANTAGE				
3484623964	PAPERCLIPS	1.50	08/21	101-51650-206
3484623964	ADDRESS LABELS	10.34	08/21	101-55300-206
3484623965	ADDRESS LABELS	51.70	08/21	101-55300-206
3485172390	HEADPHONES	19.86	08/21	101-51440-206
Total STAPLES ADVANTAGE:		83.40		
SUN LIFE FINANCIAL				
232004-SEPT 2021	SEPT STD	220.37	09/21	101-21365
Total SUN LIFE FINANCIAL:		220.37		
TNT-PLS				
0621-112-01	PROPERTY MONUMENT LOCATES-EVERGREEN	990.00	08/21	416-51027-204
0621-112-01	PROPERTY MONUMENT LOCATES-HARTZEIM	495.00	08/21	416-50240-204

Invoice	Description	Total Cost	Period	GL Account
Total TNT-PLS:		1,485.00		
TOTAL TOOL SUPPLY INC				
6152270	GAS CANS	545.49	08/21	101-53330-218
6152610	GAS CANS	214.79	08/21	101-53330-218
6152611	GAS CANS	19.90	08/21	101-53330-218
TOTAL TOOL SUPPLY INC:		780.18		
TOWN OF VANDENBROEK				
1019-1	2020 & 2021 LANDFILL FIRE PROTECTION FEE/BIL	1,000.00	08/21	101-51780-204
Total TOWN OF VANDENBROEK:		1,000.00		
UNIFIRST CORPORATION				
0970337768	SHIRTS/PANTS	5.15	08/21	101-53330-213
0970337768	LAUNDRY BAGS/WIPERS	9.71	08/21	101-53330-218
0970338203	SHIRTS/PANTS	13.58	08/21	101-53330-213
0970338203	LAUNDRY BAGS/WIPERS	9.93	08/21	101-53330-218
Total UNIFIRST CORPORATION:		38.37		
US AUTOFORCE				
7369796	OIL FOR SHOP	521.30	08/21	101-53330-217
Total US AUTOFORCE:		521.30		
USA BLUEBOOK				
688439	DEHUMIDIFIER	3,627.34	08/21	620-53634-255
Total USA BLUEBOOK:		3,627.34		
VAN EPEREN, JOAN				
08/19/21	SECURITY DEPOSIT REFUND	100.00	08/21	208-21235
Total VAN EPEREN, JOAN:		100.00		
VANDENBROEK-KAUKAUNA FIRE & RESCUE				
46-1	LANDFILL FIRE CALL 07/24/21	1,300.00	08/21	101-51780-204
Total VANDENBROEK-KAUKAUNA FIRE & RESCUE:		1,300.00		
VINTON CONSTRUCTION CO				
2019003-3	FINAL PYMT-2019 PAVING-EVERGREEN DR	44,414.88	08/21	414-51025-263
2019003-3	FINAL PYMT-2019 PAVING-EVERGREEN DR	52,139.20	08/21	417-51025-263
Total VINTON CONSTRUCTION CO:		96,554.08		
WERY, MARK				
08/21 REIMBURSE	REIMBURSE FUEL FOR SQUAD	40.01	08/21	207-52120-247
Total WERY, MARK:		40.01		
WITTMANN, STEVE				
08/21 REIMBURSE-	REIMBURSE 30PK BUSCH	19.50	08/21	101-52200-211

Invoice	Description	Total Cost	Period	GL Account
Total WITTMANN, STEVE:		19.50		
Grand Totals:		178,944.23		

## Report GL Period Summary

Vendor number hash: 293478  
Vendor number hash - split: 358188  
Total number of invoices: 106  
Total number of transactions: 159

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	178,944.23	178,944.23
Grand Totals:	178,944.23	178,944.23

## Report Criteria:

Invoice Detail.Voided = {=} FALSE



# Little Chute

ESTABLISHED 1848

## 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. **RETURN COMPLETED APPLICATION TO PARK & REC DEPT ON 2<sup>ND</sup> FLOOR OF VILLAGE HALL.**

### APPLICANT INFORMATION

First Name	Kelly	Last Name	Wallace
Phone	(920) 267-1198	Email	Kwallace@littchute.k12.wi.us
Address (individual or business)	1336 Willow Bend Ln.		
City	Oshkosh	State	WI
		ZIP Code	54904

### ORGANIZATION INFORMATION

Organization's Name	Little Chute High School		
Organization's Phone	(920) 788-7600	Organization's Email	Kwallace@littchute.k12.wi.us
Organization's Address (individual or business)	1402 Freedom Rd.		
City	Little Chute	State	WI
		ZIP Code	54140
Applicant's Relationship to Organization	Director of Activities		

### EVENT INFORMATION

Name of Event	Homecoming Parade		
Event Location	Streets around LCHS		
Event Date (list each date if it's a multi-day event)	10/1/21		
Event Set Up Time	4:30pm	Event End Time	5:00 pm
Total Anticipated Attendance			

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

Annual Homecoming Parade  
Students and Staff in parade  
Community members watch along route  
No charge



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.

Fox Valley Metro assistance with traffic control

### 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

Kelly Wallace

Applicant - Signature

Kelly Wallace

Date

8/12/21

FOR OFFICE USE ONLY					
DEPARTMENT	Staff Hours	Staff Cost	Equipment Hours	Equipment Cost	Facility Rental Fee
Clerk's Office	0	\$ 0	N/A	\$ N/A	\$ N/A
Fox Valley Metro Police	10 hrs.	\$ 332.32	N/A	\$ N/A	\$ N/A
Parks, Recreation, & Forestry	0	\$ 0	N/A	\$ N/A	\$ N/A
Public Works	3 hrs.	\$ 135.75	N/A	\$ N/A	\$ N/A
TOTAL		\$		\$	\$
EVENT TOTAL TO BE BILLED	\$ 468.07				

FOR OFFICE USE ONLY				
DEPARTMENT	APPROVE	DENY	BY	REASON (if denied)
Clerk's Office				
Fox Valley Metro Police				
Parks, Recreation, & Forestry				
Public Works				

Approved By Village Board

VILLAGE PRESIDENT – PRINT

SIGNATURE

DATE



# SPECIAL EVENT PERMIT GUIDELINES

**Special event permit applications must be submitted at least 3-3 months prior to proposed event. Return completed application to Little Chute Park & Rec Dept located on 2<sup>nd</sup> floor of Village Hall.**

If you are organizing a special event, and plan to use public facilities (parks, streets, public right-of-way), you need to involve the appropriate Village Departments in your planning process. Most events will require coordination and planning from more than one Village department. It is important that the special event permit is turned into the Village at least 3 months in advance to ensure that each department has the appropriate amount of time to review the event and so the Village Board has time to review and approve the event.

## DEFINITION

Special event means any planned occurrence on the public right-of-way or public premises including, but not limited to, parades, gatherings, festivals and athletic events which is not within the normal and ordinary use of that public premises or place or which, by nature of the event, may have a greater impact on Village services or resources than would have occurred had the event not taken place. Whether the event is considered within the normal, ordinary, or intended use of public facilities or property shall be determined by the Village Department that maintains jurisdiction over the proposed venue. Special events are typically an event where the event organizers invite the general public to participate in the event whether or not your event charges a fee.

Special Events require Village Board approval. Do not publish information about your event if it has not yet been approved! You should meet with Village Staff at least 3 months prior to the event date to allow for the approval process. Applications submitted within 3 months of the event may serve as grounds for denial of the event permit without further consideration.

These guidelines are intended to clarify the working relationship between the **Sponsor** of the special event and the **Village of Little Chute**. The **Sponsor** agrees to abide by the terms of this agreement, and all existing policies governing use of Village facilities unless specifically noted in the agreement. All Village Departments involved in the event as well as the Village Board must approve this agreement.

## PARK FACILITIES

Park facilities must be reserved by the **Sponsor** through the **Parks & Recreation Dept.** Payment is due at that time.

## VILLAGE STAFF

Village staff needed to run the event are the responsibility of the **Sponsor**, except where the **Village** determines that Village personnel are required. When the **Village** incurs additional expense, due to personnel working overtime, regular hours, setting up, or cleaning up, the cost (including fringes), will be charged to the **Sponsor**. Little Chute non-profit organizations may receive 100% cost support from the Village.

## VILLAGE EQUIPMENT

Village equipment needed to run the event will be the responsibility of the **Sponsor**. The **Sponsor** may request use of **Village** equipment subject to approval by **Village** staff. **Village** equipment hours may be charged to the **Sponsor** based upon the State of Wisconsin equipment rates.

## PERMIT FEE

A special event permit fee of \$25.00 must be paid at the time of application submittal.

## INSURANCE REQUIREMENTS

A certificate of insurance covering the event must be provided by the **Sponsor** upon approval, naming the Village of Little Chute as additional insured for \$1,000,000.00. This may be waived for Little Chute non-profits as long as there are no bounce houses or amusement rides.

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.

### General Liability Coverage

- A. Commercial General Liability
  - a. \$ 1,000,000 general aggregate
  - b. \$ 1,000,000 products - completed operations aggregate
  - c. \$ 1,000,000 personal injury and advertising injury
  - d. \$ 1,000,000 each occurrence limit
- B. Claims made form of coverage is not acceptable.

### Business Automobile Coverage

- A. Minimum Limits - \$ 250,000 each person / \$ 500,000 each incident for Bodily Injury and \$100,000 for Property Damage **OR** \$500,000 Combined Single Limit for Bodily Injury and Property Damage each incident
- B. Must cover liability for "Any Auto" - including Owned, Non-Owned and Hired Automobile Liability

### Workers Compensation and Employers Liability

- A. Must carry coverage for Statutory Workers Compensation and Employers Liability minimum limit of:
  - \$500,000 Each Accident
  - \$500,000 Disease Policy Limit
  - \$500,000 Disease - Each Employee

### Liquor Liability

If the event holder is selling alcoholic beverages then Liquor Liability with the following limit coverage must be carried:

- A. Minimum Limits - \$ 500,000 each occurrence / \$ 500,000 aggregate

### Additional Provisions

- A. Additional Insured – On the General Liability Coverage, Aircraft Liability, Automobile Pollution Liability, Contractors Pollution Liability and Protection and Indemnity Coverage. Village of Little Chute, and its officers, board members, agents, employees, and authorized volunteers shall be "Additional Insureds."

## PAYMENT

An estimate of **Village** costs will be given to the **Sponsor** with approval of the event by the Village Board.

An invoice detailing charges for Village services will be sent to the **Sponsor** following the event. Payment is due within 30 days of the date of the invoice.

## **ADDITIONAL ITEMS**

### **Changes**

No changes may be made by the sponsor, regarding items included in this AGREEMENT, unless written permission is attached to this document. Requests will be reviewed with direction given. When questions regarding this AGREEMENT arise, they should be directed to the appropriate Department. If questions arise during the event, and the Department representative is unavailable, the decision of Village Staff on duty shall prevail.

### **Toilet Facilities**

Most Village parks have toilet facilities on the immediate premises. Additional portable toilets may be required. The patron capacity for the toilet facilities located within the Village parks are located below.

#### **A. Facility Toilet Capacity – Number of Persons**

Toilet facilities shall be provided based on the anticipated peak crowd size in accordance with the following guidelines: One male and female toilet facility shall be provided for every 500 persons on premise.

- Doyle Park Diamond #1 - 1750 Maximum Patrons
- Legion Park – 1500 Maximum Patrons
- Doyle Park Pool – 1500 Maximum Patrons
- Van Lieshout Park – 1500 Maximum Patrons
- Heesakker Park – 1500 Maximum Patrons

B. Any portable units shall be located immediately adjacent to or within the authorized area of the event. The location must be approved by the appropriate department depending on the location of the event.

C. Portable toilets shall be properly enclosed, in good repair, emptied when full, and a minimum distance of 100 feet away from any food preparation area.

D. All toilet facilities, in use for an event, shall be kept in a clean useable condition by the **sponsor**.

### **Event Meeting**

If your event involves multiple departments (most large events do), Village staff will arrange a meeting to facilitate the discussions with the **sponsor**.

### **Village Rules**

**Sponsors** of special events must comply with all applicable Village ordinances, traffic rules, park rules, state health laws, fire codes, and liquor licensing regulations. Violations of these provisions will likely result in automatic denial of future requests for Special Event permits by the **Sponsor**.

### **Cancellation**

The Village President, or designee, may cancel an event without prior notice for any condition affecting the public health or safety of the Village, or any condition that would place facilities, grounds, or other natural resources at risk of damage or destruction if the event were permitted to take place.

# 

### PARKS, RECREATION, & FORESTRY – (920) 423-3869

- |   | Yes                      | No                                  |  |
|---|--------------------------|-------------------------------------|--|
| 1. If the event will be in a park have you reserved the park and/or the park shelter? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Action to be taken by applicant:</b><br>If no, please contact the Parks, Recreation, & Forestry Department to rent the facilities |
| 2. Will you have live music or a DJ?  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | If yes, you will need to fill out an amplified device permit   |
| 3. Will you be setting up tents, inflatables, or other items within the Village Park? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | If yes, contact the Parks, Recreation, & Forestry Department   |
| 4. Will you have alcohol within a Village Park?                                       | <input type="checkbox"/> | <input checked="" type="checkbox"/> | If yes, fill out an alcohol permit   |

### DEPARTMENT OF PUBLIC WORKS – (920) 423-3865

- |  | Yes                                 | No                       |   |
|--|-------------------------------------|--------------------------|---|
| 1. Are you requesting street closure?<br>Name of barricade company <u>Fox Valley Metro</u>   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <b>Action to be taken by applicant:</b><br>If yes, your barricade contract provider will be required to submit a Traffic Control Plan to the Department of Public Works |
| 2. If you will be utilizing Village streets, did you include a detailed map/diagram of the event location and route with your application? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | If yes, be sure the event map/diagram is detailed, including showing all turns and the number of Traffic lanes to be used   |

### FOX VALLEY METRO POLICE DEPARTMENT – (920) 788-7505

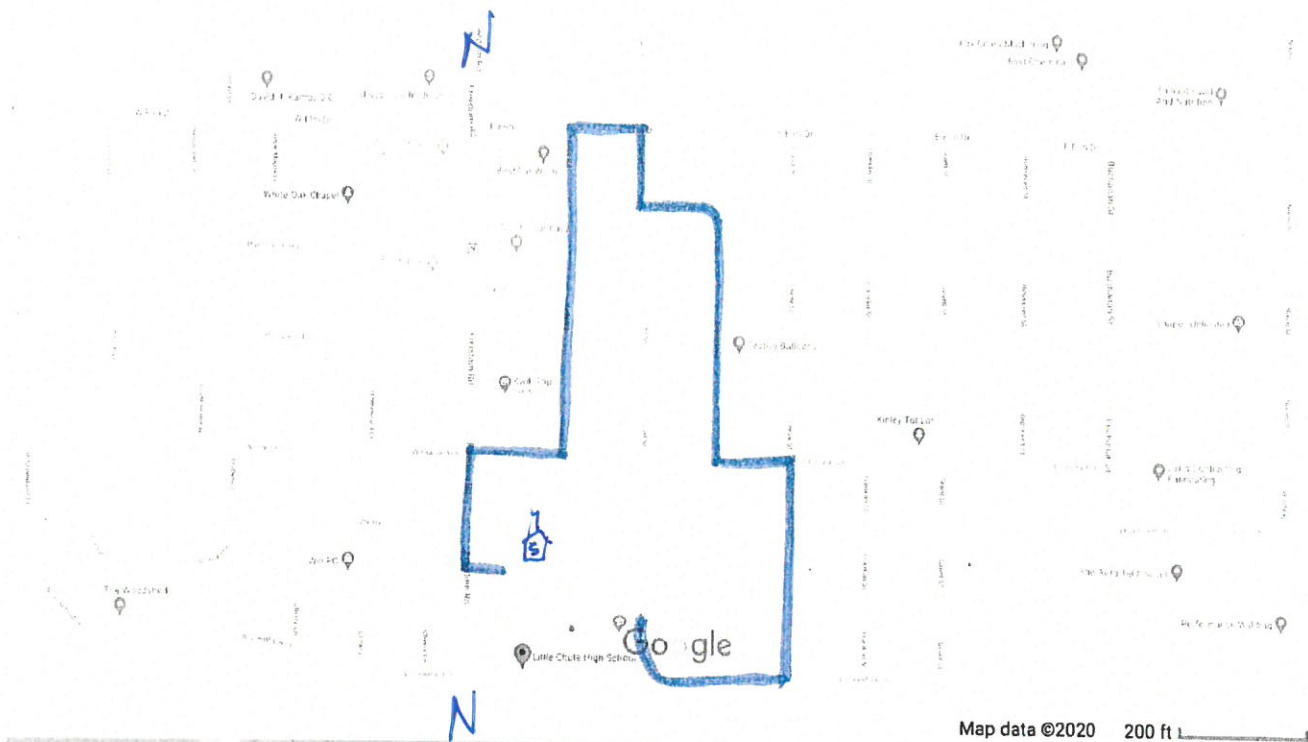
- |   | Yes                                 | No                       |  |
|---|-------------------------------------|--------------------------|--|
| 1. <u>Will work w/ SRO</u><br>Do you have an emergency response plan? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <b>Action to be taken by applicant:</b><br>If no, contact FVMPD for assistance |
| 2. Are you requesting any special parking restrictions?               | <input checked="" type="checkbox"/> | <input type="checkbox"/> | If yes, contact FVMPD for more information                                     |

### VILLAGE CLERK'S OFFICE – (920) 423-3851

- |  | Yes                      | No                                  |  |
|--|--------------------------|-------------------------------------|--|
| 1. Will alcoholic beverages be served/sold at the event? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Action to be taken by applicant:</b><br>If yes, contact the Clerk's Office for assistance |
| 2. Will fireworks/pyrotechnics be used during the event? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | If yes, contact the Clerk's Office for assistance  |
| 3. Will you be selling or serving food?                  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | If yes, contact the Outagamie County Health Department (920) 832-5100                        |



## Google Maps Little Chute High School



## Little Chute High School

3.6 ★ ★ ★ ★ (14)

High school



Directions



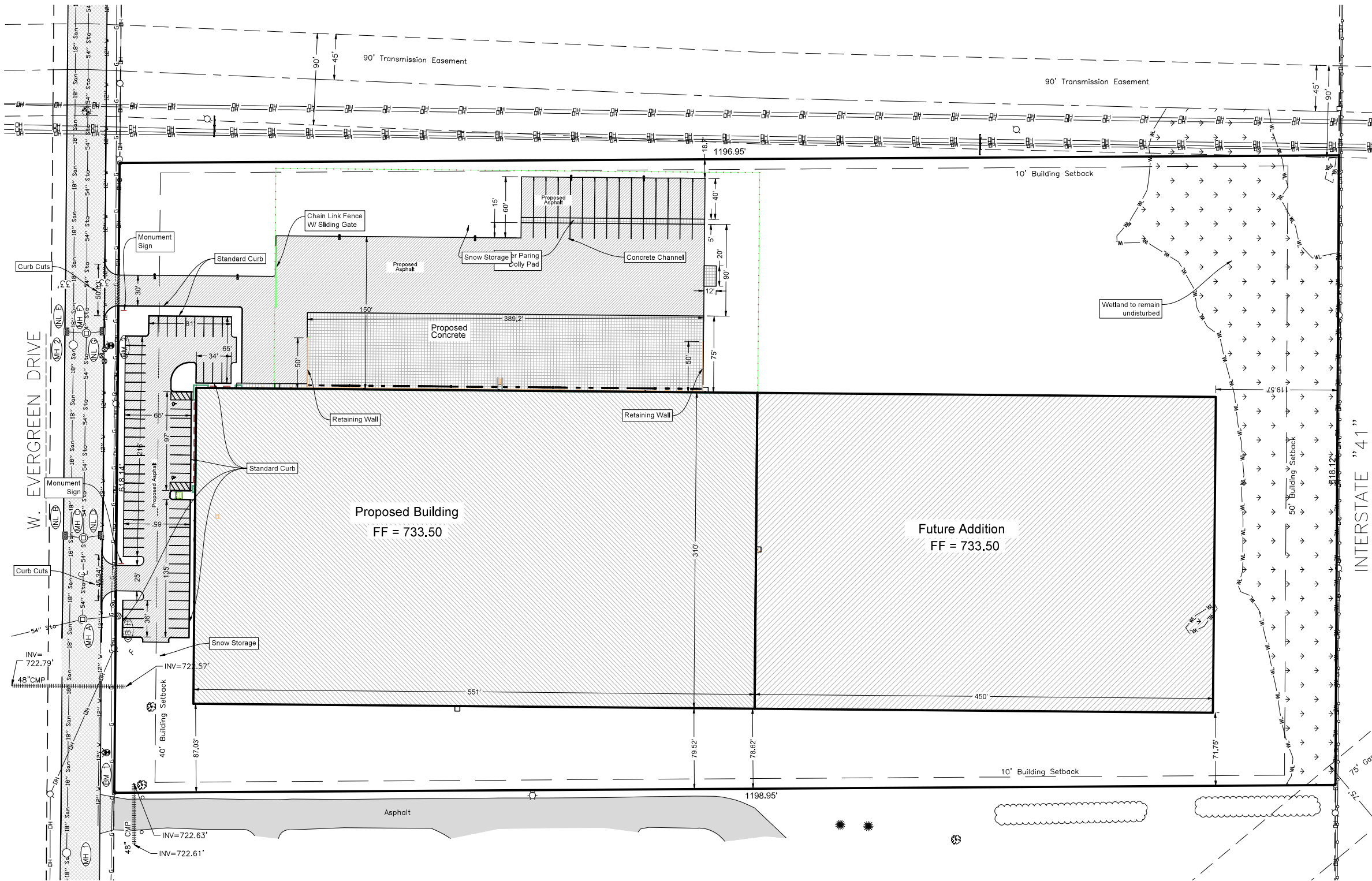
Save



Nearby

Send to your  
phone

Share



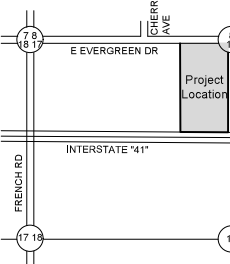
LEGEND			
—DH—	Overhead Electric Lines	○	Sanitary MH / Tank / Base
—San—	Sanitary Sewer	●	Sanitary Manhole
—Sto—	Storm Sewer	⊕	Inlet
—E—	Underground Electric	⊕	Hydrant
—G—	Underground Gas Line	⊕	Utility Pole
—W—	Water Main	⊕	Guy Wire
—F—	Fence - Steel	⊕	Light Pole / Signal
—T—	Tree Line	⊕	Ex Spot Elevation
—C—	Culvert	⊕	
—800—	Index Contour		
—799—	Intermediate Contour		
		⊕	Deciduous Tree
		⊕	Coniferous Tree
		⊕	Benchmark
		⊕	Asphalt Pavement
		⊕	Concrete Pavement
		⊕	Gravel
		⊕	Proposed Building
		⊕	Proposed Asphalt
		⊕	Proposed Concrete
		⊕	Proposed Gravel

Notes:

- See Drainage & Grading Plan, sheet 1.2, for flow directions.
- Work within Village right of way shall be in conformance with Village requirements.
- The contractor shall submit applications for permits for driveway apron installation and excavation in the Right of Way prior to construction.
- Contractor shall contact the Village of Little Chute Public Works Department prior to work in the Right of Way or when connecting to public utilities and installing pavements in the public Right of Way a minimum of 48 hours in advance of the work.
- The proposed use for this building is warehousing for tires and other automotive parts.
- There will be no hazardous materials stored on site.
- Required parking is x spaces based on proposed number of employees of maximum shift to be. Floor area is 170,810 square feet.
- There will be no ground based mechanical equipment.
- The building will be fully sprinkled.
- The construction class for this building is IIB.

LOCATION MAP

NW 1/4 SEC 17, T 21 N, R 18 E,  
VILLAGE OF LITTLE CHUTE  
OUTAGAMIE COUNTY, WI



Site Information

Lot 1 of CSM 7682

Site Address:

2655 W. Evergreen Drive

Current Use: Vacant

Proposed Use: Warehousing

Parcel Number:

260440401

Zoning:

ID: Industrial District

Site Areas:

Existing	
Buildings:	0 SF
Pavement:	0 SF
Greenspace:	740,421 SF
Total:	740,421 SF

Proposed	
Buildings:	310,310 SF
Pavement:	99,760 SF
Greenspace:	330,351 SF
Total:	740,421 SF
Impervious Area:	410,070 SF (55.4%)

Property Owner:

Better Way Investments, LLC  
Mike Kessenich  
424 S. Washington St.  
Kimberly, WI 54136  
(713)303-1732  
mkessenich@usautoforce.com

SHEET INDEX:

Sheet	Page
Site Plan	C1.0
Topographic Survey	C1.1
Drainage and Grading Plan	C1.2
Drainage and Grading Plan (Parking Lot)	C1.3
Drainage and Grading Plan (Loading Docks)	C1.4
Erosion & Sediment Control Plan	C1.5
Utilities Plan	C1.6
Construction Details	C2.1
Construction Details	C2.2
Erosion & Sediment Control Details	C2.3
Floor Plan	A1.0
Office Plan	A1.1
Landscape Plan	A1.5
Elevations Plan	A2.0

SITE PLAN



DAVEL ENGINEERING &  
ENVIRONMENTAL, INC.  
Civil Engineers and Land Surveyors  
1164 Province Terrace, Menasha, WI 54952  
Ph: 920-991-1866 Fax: 920-441-0804  
www.davel.pro

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P.O. Box 620  
Kaukauna, WI 54130  
PHONE (820) 766-5795 /  
FAX (820) 766-5004

MADISON  
711 Lake Dr.  
Sun Prairie, WI 53590  
PHONE (608) 318-2336  
FAX (800) 318-2337

MILWAUKEE  
W204 N11509  
Goldendale Rd  
Germantown, WI 53022  
PHONE (262) 250-9710  
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WAUSAU  
5604 Linc Ave  
Wausau, WI 54401  
PHONE (715) 849-3141  
FAX (715) 849-3181

www.kellerbuilds.com

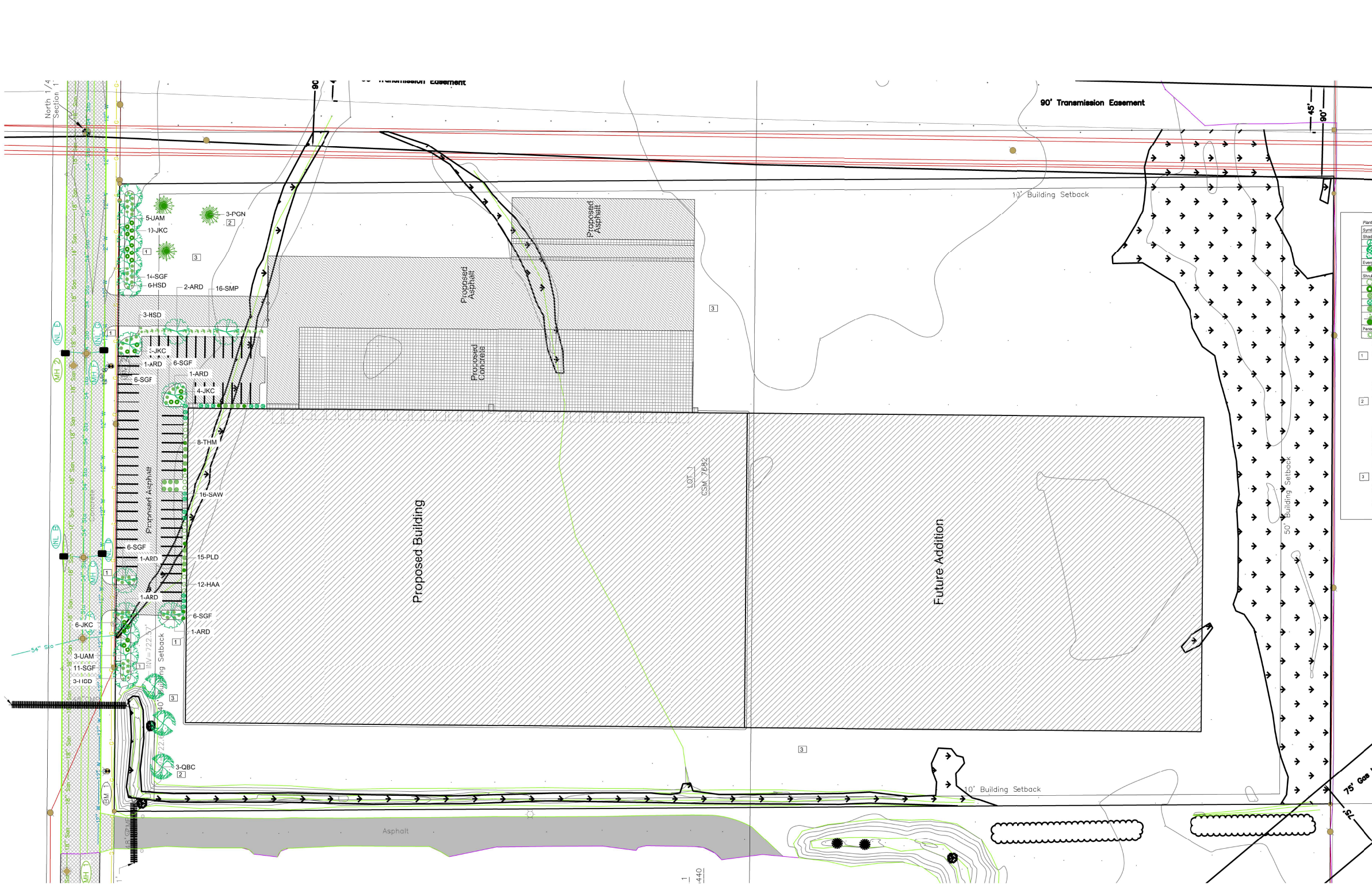
PROPOSED FOR:  
**BETTER WAY INVESTMENTS, LLC**  
WISCONSIN  
LITTLE CHUTE,

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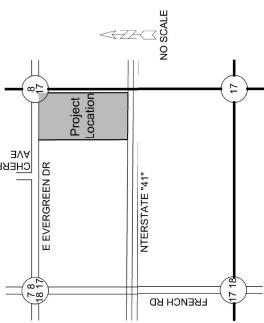
REVISIONS		
1		---
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PROJECT MANAGER:	D. HULCE
DESIGNER:	S. KLESSIG
DRAWN BY:	---
EXPEDITOR:	-----
SUPERVISOR:	-----
PRELIMINARY NO:	P21088
CONTRACT NO:	-----
DATE:	--/--/2021
SHEET:	<b>C1.0</b>





LOCATION MAP  
N1/4 SEC 17, T24N, R18E,  
WILLIS TWP, LITTLE CHUTE  
OUTAGAMIE COUNTY, WI



Plant List	Symbol	Label	Qty	Scientific Name	Common Name	Size @ Planting	Size @ Maturity
Shade Trees							
ARD	7	Acer rubrum 'Frank Jr'		Redpointe Maple	2 1/2'	40-50' H x 25-30' Spread	
QBC	3	Quercus bicolor		Swamp White Oak	2 1/2'	40-50' H x 30-40' Spread	
UAM	8	Ulmus 'Morton'		Accolade Elm	2 1/2'	40-50' H x 25-40' Spread	
Evergreen Trees							
PEN	3	Picea glauca 'Densata'		Black Hills Spruce	5'	20-40' H x 15-25' Spread	
Shrubs							
HAA	12	Hydrangea arborescens 'Annabelle'		Annabelle Hydrangea	#3	3-4' H x 3-2' Spread	
JKC	23	Jurinea x zosterifera 'Kelly's Compact'		Kelly's Compact Juniper	#3	2-3' H x 4-5' Spread	
PLD	15	Phoradendron opulifolium 'Dorcas May'		Little Devil Nettlebark	#3	3-4' H x 3-5' Spread	
SAW	16	Spiraea x bumalda 'Victoria's Whisper'		Anthony's Whisper Spirea	#3	3-2' H x 2-4' Spread	
SGF	49	S. x bumalda 'Goldflame'		Goldflame Spirea	#3	2-2' H x 2-3' Spread	
SMP	16	Syringa meyeri 'Palmer'		Dwarf Korean Lilac	#5	4-5' H x 4-6' Spread	
TRM	8	Thuja occidentalis 'Hetz Midget'		Hetz Midget Arborvitae	#5	2-2' H x 2-4' Spread	
Perennials & Grasses							
HSD	12	Hemerocallis 'Stella D'Oro'		Stella D'Oro Daylily	#1	1-2' H x 2' Spread	

- Landscape Notes
- Planting Beds & Islands: Remove stones, sticks, construction debris and other extraneous materials from planting area. Install 12" of 3/4" ratio of pulverized topsoil and organic matter and install into subsoil at depth of 6-8".  
Rake smooth and assure positive pitch.  
Install 1.5" American Heritage Decorative Stone over Landscape Fabric.  
Edge all planting beds with Professional Poly Vinyl edging.  
Provide plant material certificates at time of planting.
  - Planting Restrictions: Provide trees, shrubs, evergreens, perennials and grasses as per size and root condition in Plant List.  
Provide plant material certificates at time of planting.
  - Trees: All Trees to be staked.  
Trees in turf area or seeded area to have 3" dia. circle of Shredded Hardwood mulch at 3" depth and shovel cut edge separating mulch from lawn area.  
Turf area to be placed on soil prior to mulching.  
Adjust tree location as needed on site, due to site utilities or other obstructions.
- Plant Warranty Period: All plant material will have (One) 1 full year warranty replacement from date of substantial completion.  
Maintenance Period: Maintenance period will last for a period of 60 days from substantial completion date.  
Provide all maintenance services at minimum, watering, staking, weeding, pruning, shearing, fertilizing, and removing trash and debris from planting and landscape areas, repairing settling of stone, mulch, topsoil and/or plants, application of pesticides, chemicals and fertilizers when required. Remove erosion control mat prior to first mowing. A minimum contractor shall plan weekly maintenance visits and provide documentation of activities to Owner of activities.
- Planting schedule represents quantities for base bid only.- Lawn: Seed with 50/50 Blend Kentucky Bluegrass & Perennial Ryegrass at rate of 40/1000 sq ft. Seed areas installed on 4" minimum tillage depth. Loosen subgrade to minimum of 4". Remove stones, sticks, grasses and other extraneous materials. Fertilize using commercial grade starter fertilizer, non phosphorus at 50 lb per 1000 sq ft. Cover with Erosion mat per erosion control plan. Any seeded areas not labeled for erosion control mat, cover with Class 1 Type A mat. Plant during non-freezing weather.

All contractors shall verify the location of private utilities prior to start of work.  
Contact Diggers Hotline 5 days prior to start of construction.

Landscape Requirements	
Enclosure Planting:	1 Shrub Tree + 1 Shrub per 400 sq ft of driveway, retaining wall, etc.
Total Length:	160' = 14 Trees + 42 Shrubs
Actual Frontage Plants:	11 Trees + 47 Shrubs + 9 Perennials
Parking Islands:	3 Trees Planted South of Existing Driveway Driveway
1 Island per 12 consecutive parking spaces or 1 Island per 24 double row parking spaces.	
Single Row Island Area required = 180 sq ft per island	
1 Tree per Island or at end of parking row or 1 tree per 12 spaces or planted Boulevards.	
Total Area Required = 945 sq ft	
Total Area in Islands = 1,234 sq ft	
Additional Boulevard Space Required = 0 sq ft	
Actual Boulevard Space = 1,084 sq ft	
Total Island Area = Boulevard Space = 2,318 sq ft	
Total Trees Required = 6	
Total Trees in Islands = 4	
Additional Trees in Boulevards = 2	
Total Trees in Islands & Boulevards = 6	
Additional Shrubs & Perennials in Islands & Boulevards = 47 Shrubs + 3 Perennials	
Screening:	Trash Collection Area - No Area Specified Vehicle Storage - 48' Fence - Specified on C.I.O.
Foundation Planting:	Name Required - Specified on C.I.O. Actual Quantities - 51 Shrubs

Landscape Design by: Christine Kozloski, P.L.A.  
Landscape Architect, Inc.  
1164 Province Terrace, Menasha, WI 54952  
Ph: 920-991-1866 Fax: 920-441-0804  
www.davel.pro

## LANDSCAPE & LIGHTING PLAN

DAVE ENGINEERING &  
ENVIRONMENTAL, INC.  
Civil Engineers and Land Surveyors  
1164 Province Terrace, Menasha, WI 54952  
Ph: 920-991-1866 Fax: 920-441-0804  
www.davel.pro



C:\Christine Drawings\Commercial\Dave\Griffin LC\Griffin LC Landscape.dwg Printed by: chris/ste

REVISIONS		
1	06.02.2021	TDP
2	06.17.2021	TDP
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6		
PROJECT MANAGER:		
D. HULCE		
DESIGNER:		
S. KLESSIG		
DRAWN BY:		
TDP		
EXPEDITOR:		
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SUPERVISOR:		
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PRELIMINARY NO:		
P21088		
CONTRACT NO:		
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03.31.2021		
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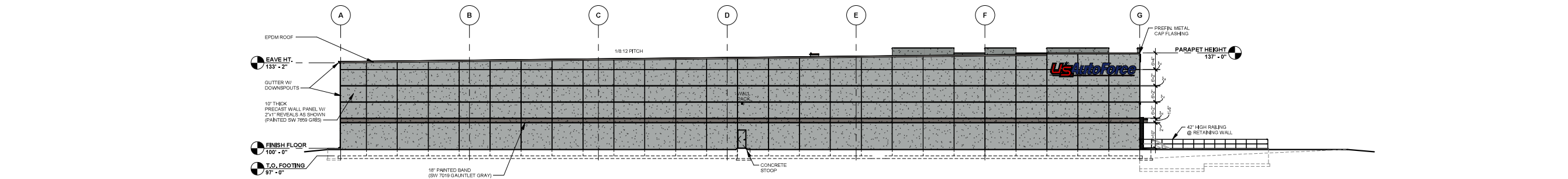
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LITTLE CHUTE, WISCONSIN

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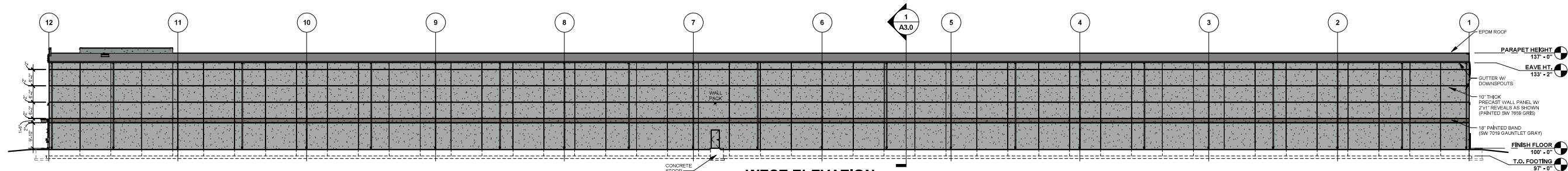
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03.31.2021		
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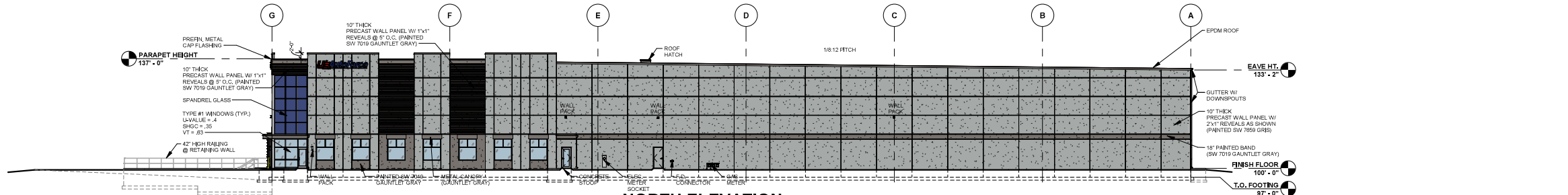
**SOUTH ELEVATION**

1" = 20'-0"



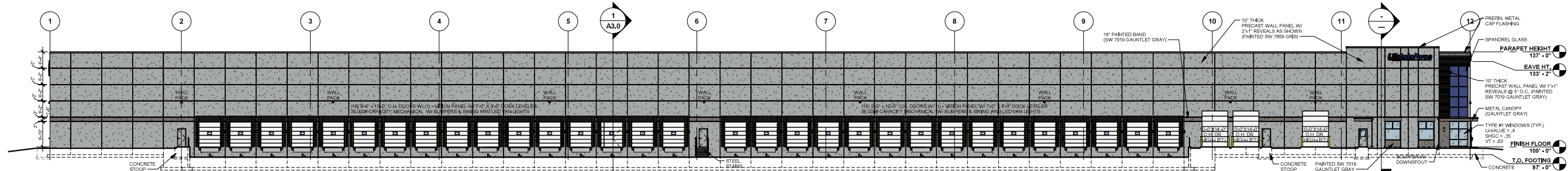
**WEST ELEVATION**

1" = 20'-0"



**NORTH ELEVATION**

1" = 20'-0"



**EAST ELEVATION**

1" = 20'-0"



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N216 State Road 55  
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FAX (608) 318-2337

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Goldsdale Rd  
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**LITTLE CHUTE, WISCONSIN**

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3	07.26.2021	TDP
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**PROJECT MANAGER:**

D. HULCE

**DESIGNER:**

S. KLESSIG

**DRAWN BY:**

TDP

**EXPEDITOR:**

**SUPERVISOR:**

**PRELIMINARY NO:**

P21088

**CONTRACT NO:**

**DATE:**

03.31.2021

**SHEET:**

**A2.0**

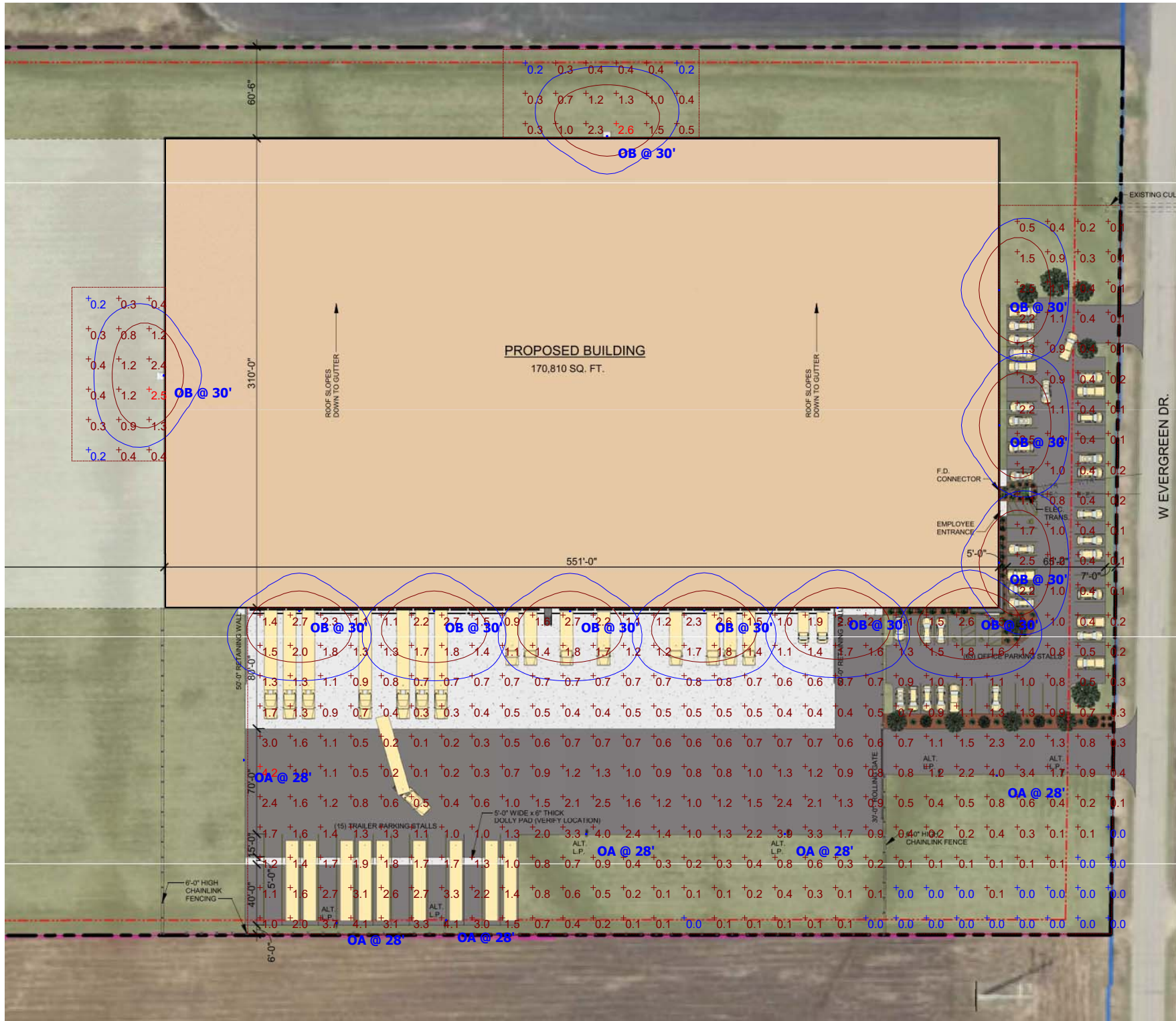
PRELIMINARY - NOT FOR CONSTRUCTION



US Venture  
Site Lighting

**Designer**  
Nick Schroeder  
**Date**  
07/16/2021  
**Scale**  
Not to Scale  
**Drawing No.**

**Summary**



**Plan View**

Schedule					
Symbol	Label	Image	Quantity	Manufacturer	Catalog Number
	OA		6	Lithonia Lighting	RSX1 LED P4 50K R4
	OB		11	Lithonia Lighting	WPX3 LED 50K Mvolt

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

<b>ITEM DESCRIPTION: 2021 Budget Amendment Evergreen Drive</b>
<b>PREPARED BY: Lisa Remiker-DeWall, Finance Director</b>
<b>REPORT DATE: August 17, 2021</b>
<b>ADMINISTRATOR'S REVIEW/COMMENTS:</b> No additional comments to this report: _____ See additional comments attached: _____
<b>EXPLANATION:</b> At the July 1, 2020, Village Board meeting, a budget amendment was taken forward to address the unexpected soil conditions, several change orders occurred increasing the cost of the project to cover the fourth contract payment and expected final costs for contract close-out (see attached). Final quantities agreed to resulted in costs slightly higher than originally estimated.
<b>RECOMMENDATION: Please approve the 2021 Budget Amendment of \$2,879 for TID 4 and \$3,387 for TID 7 allowing the Village to make the final payment on the current bills list for Evergreen Drive plus allow for final expected total costs for contract close out.</b>

Project	Account No.	Project No.	Complete to Date	Retainage	Payment No.1	Payment No.2	Payment No.3	Payment No.4	Total Payments
Evergreen Paving	51025 (TID 4)	2019003	\$1,782,122.54	NA	\$ 1,230,450.04	\$ 330,282.70	\$ 124,835.72	\$ 96,554.08	\$ 1,685,568.46
			Complete to Date	Retainage	Payment No.1	Payment No.2	Payment No.3	Payment No.4	Total Payments
	Evergreen Paving - Total		\$1,782,122.54	Released	\$ 1,230,450.04	\$ 330,282.70	\$ 124,835.72	\$ 124,835.00	\$ 1,685,568.46

Evergreen Drive - Concrete Paving - Pay Application No. 4 (FINAL)

2019 Street Reconstruction - Contract No. 20190003

Contractor: Vinton Construction Company Contract Amount: \$1,600,108.95

96,554.08 Final Payment

Original Budget Amount	Change Order No. 1	Change Order No. 2	Change Order No. 3	Budget Balance with Retainage
\$1,600,108.95	\$ 35,996.57	\$ 18,947.50	\$ 8,589.90	\$ -
Budget Amount	Revised Budget	Revised Budget	Revised Budget	Budget Balance with Retainage
\$1,600,108.95	\$ 1,636,105.52	\$ 1,655,053.02	\$1,663,642.92	\$ -

46% TID 4 54% TID 7

44,414.88 52,139.20  
2019 Final Payment  
34,136.35 < 40,152.09 >

10,278.93 11,987.11  
Budget 7400 - 8600 -

Over Budget 2,878.93

3387.11

Village of Little Chute  
INFORMATION FOR VILLAGE BOARD CONSIDERATION

<b>ITEM DESCRIPTION:</b> 2020 Budget Amendment Evergreen Drive
<b>PREPARED BY:</b> Lisa Remiker-DeWall, Finance Director
<b>REPORT DATE:</b> June 26, 2020
<b>ADMINISTRATOR'S REVIEW/COMMENTS:</b> No additional comments to this report: _____ See additional comments attached: _____
<b>EXPLANATION:</b> When the 2019 Borrowing package was approved for Evergreen Drive, we borrowed based off the contract amount awarded. Due to unexpected soil conditions, several change orders occurred increasing the cost of the project. While overall the project remains under the original budget, our action to reduce our borrowing package results in the need to amend the budget in 2020 based on final costs. This will be funded by internal advances to the TID Districts until increment is available to recoup our costs.
<b>RECOMMENDATION:</b> Please approve the 2020 Budget Amendment of \$69,920 for TID 4 and \$82,080 for TID 7 allowing the Village to make the progress payment on the current bills list for Evergreen Drive plus allow for final expected total costs for contract close out.

COPY

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

<b>ITEM DESCRIPTION: Trick-or-Treat Hours - 2021</b>
<b>PREPARED BY: Chief Daniel Meister</b>
<b>REPORT DATE: 08/18/2021</b>
<b>ADMINISTRATOR'S REVIEW/COMMENTS:</b>
<p><b>EXPLANATION:</b> In years past the Trick-or-Trick hours in the village have run for a three- or four-hour period. It is our experience that this event often lacks participants in the latter hours of the event. Metro staffs this event with some officers being paid on overtime as well. A reduction in event hours would reduce some overtime costs for our department. The last few hours of the event are often during hours of darkness. Reduced visibility could be a potential safety issue for the participants of this event.</p> <p>The village of Kimberly has reduced their 2021 Trick-or-Treat hours from 4PM-8PM to a shorter event occurring from 5PM-7PM. The two-hour period still affords participants plenty of time to obtain their treats.</p> <p>Since Metro covers both villages, we often look for continuity in operations. We are requesting that the village of Little Chute consider changing their Trick-or-Treat hours to match that of the village of Kimberly.</p> <p><b>RECOMMENDATION:</b> Change Trick-or-Treat event hours from 5:00 p.m. – 8:00 p.m. to 5:00 p.m. – 7:00 p.m.</p>

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

**ITEM DESCRIPTION:** Volunteer Policy

**PREPARED BY:** Darrell Hofland, Interim Village Administrator

**REPORT DATE:** August 26, 2021

**ADMINISTRATOR'S REVIEW/COMMENTS:**

No additional comments to this report   N/A  

See additional comments attached

**EXPLANATION:** The Village of Little Chute does not have a comprehensive volunteer policy. Attached is a draft copy of Personnel Manual – Policy 812 – Volunteer Policy and Appendix 812-A (Waiver and Release of Liability Form) for your consideration.

The policy details the following: screening and background checks, vehicle operation, safety hazards, volunteer liability, compensation, youth volunteers, rights of volunteers, volunteer responsibility, and responsibilities of supervisors who utilize volunteers.

Based upon its initial public presentation and discussion at the September 1 Village Board meeting, no action is requested. Should the Village Board support the draft policy, it would be placed on the September 15 Village Board agenda for possible action.

**RECOMMENDATIONS:** For informational purposes only.

**ATTACHMENTS:** Personnel Manual – Policy 812 – Volunteer Policy and Appendix 812-A (Waiver and Release of Liability Form)

## **POLICY 812            VOLUNTEER POLICY**

**1.     Purpose.**       Village recognizes the great contributions volunteers can make to the Village of Little Chute. The potential liability exposure in engaging the services of volunteers is also recognized.

**2.     Policy.**         A volunteer is a person recognized and authorized by the Village to perform services for the Village without promise, expectation or receipt of compensation for services rendered. Management of volunteers ensures that important work is done well, and Village liability is minimized. Volunteers are expected to perform in cooperation with Village staff and comply with the same rules and regulations applicable to Village employees.

### **2.1     Screening and Background Checks**

**2.1.1**     Consistent use of appropriate screening and background checks will help assure that properly qualified individuals are selected to perform volunteer activities. Such techniques will also help screen out individuals whose background may render them unsuitable for particular activities.

**2.1.2**     Aggressive screening and background checks are required by law and are critical for volunteer positions that involve work or contact with children, youth, the elderly or other vulnerable groups.

**2.1.3**     As part of the screening process, it may be necessary to obtain the applicant's authorization to conduct appropriate screening and background checks. The scope of these activities will be determined by the particular volunteer activities and may include:

**2.1.3.1**   Forms requesting information on prior convictions and misconduct.

**2.1.3.2**   Contacting personal and employment references.

**2.1.3.3**   Criminal background checks, including the use of information from the National Crime Information Center (NCIC), state crime information center and state/local sex offender registries.

**2.1.3.4**   Motor vehicle records checks.

**2.1.3.5**   Prior employment and military background checks.

## **POLICY 812            VOLUNTEER POLICY**

Effective Date: August XX , 2021

Revised Date:

*Village of Little Chute*  
Employee Policy Manual

**2.1.3.6** Verification of education, training, certification and licenses.

**2.1.3.7** Personal, face-to-face interviews.

## **2.2** Vehicle Operation

**2.2.1** Some volunteers may be required to operate their own motor vehicle during the course of their volunteer work. If so,

**2.2.1.1** Volunteers must provide proof of insurance.

**2.2.1.2** A valid driver's license should be verified and documented.

**2.2.1.3** Volunteers shall not drive Village owned vehicles or operate motor vehicle equipment such as tractors, forklifts, loaders or other equipment.

## **2.3** Safety Hazards

**2.3.1** Volunteers must be provided with the knowledge and skills necessary to perform their tasks in a safe manner. The supervisor shall be responsible for determining whether the volunteer has the skills and ability to perform assigned tasks safely, considering:

**2.3.1.1** The extent of safety training, depending upon the type of activities requested.

**2.3.1.2** The supervisor shall ensure that volunteers are properly trained to perform activities safely. Training shall be conducted by the supervisor or other qualified staff before the volunteer is assigned any potentially hazardous duty.

**2.3.2** Volunteers shall be provided with personal protective equipment (PPE), where it is warranted. Personal protective equipment will depend on the specific activity, and may include safety vests, eye protection, hand protection, hearing protection and head protection.

**2.3.2.1** Supervisors shall train volunteers on use of PPE and enforce its use where applicable

## **2.4** Volunteer Liability

### **POLICY 812 VOLUNTEER POLICY**

Effective Date: August XX , 2021

Revised Date:

*Village of Little Chute*  
Employee Policy Manual



**2.4.1** Various laws limit the liability of volunteers. The most pertinent law is the Volunteer Protection Act of 1997, which includes volunteers who act on behalf of public entities. This act provides that no volunteer of a public entity is liable for harm caused by an act of omission when working on behalf of the entity. In order for a volunteer to be protected, the following requirements must be met:

**2.4.1.1** The volunteer must have been acting in the scope of their responsibilities for the Village.

**2.4.1.2** Where appropriate or required, the volunteer must have been properly licensed, certified or authorized to perform the activity by state authorities.

**2.4.1.3** The harm must not have been caused by willful, reckless or criminal misconduct, gross negligence or a conscious, flagrant indifference to the rights or safety of the individual who suffered the harm; and

**2.4.1.4** The harm must not have been caused by the volunteer's operation of a vehicle for which the state requires the vehicle's owner or operator to possess a driver's license or to maintain insurance.

## **2.5 Compensation**

**2.5.1** A volunteer is a person recognized and authorized by the Village to perform services for the Village without promise, expectation or receipt of compensation for services rendered. Failure to manage a volunteer under this premise can convert the volunteer to an "employee", whereby compensation and benefits might then be mandated.

**2.5.2** Volunteers are not eligible for worker's compensation, apart from Firefighters.

**2.5.3** Volunteers must sign the Village of Little Chute Volunteer Waiver and Release of Liability Form.

**2.5.4** Per the Fair Labor Standards Act (FLSA) (29 CFR 553.103) Village employees are prohibited from volunteering without pay to perform the same type of services the individual is employed to perform.

## **POLICY 812 VOLUNTEER POLICY**

Effective Date: August XX , 2021

Revised Date:

*Village of Little Chute*  
Employee Policy Manual

## **2.6 Youth Volunteers**

**2.6.1** During the summer, the use of minor volunteers (children 17 years old or younger) may increase. To minimize risk, supervisors in departments where youth volunteer should be aware of the laws governing work by minors:

**2.6.1.1** No minor 17 years old or younger shall be permitted to perform activities in any occupation determined to be “particularly hazardous” under the FLSA. Outside of hazardous or potentially hazardous duties, the FLSA permits minors to perform most other types of work.

**2.6.1.2** “Particularly hazardous” duties include and minors may not

- Drive or help a driver, load or unload goods on or off trucks or conveyors.
- Risk falling 10 feet or more, work on a ladder, scaffold, etc.
- Operate power driven hoists.
- Operate power woodworking tools, circular saws, band saws, grinders, cutters, drills and any similar power hand tool or equipment.
- Work on construction or building repair projects.
- Operate power mowers.
- Work on wrecking, roofing, excavating and similar projects.

**2.6.1.3** Hours of work and time of day

- Comply with Federal (Department of Labor – Wage and Hour Division) and State (Department of Workforce Development – Equal Rights Division) laws.

**2.6.1.4** Parental Consent: Volunteers under the age of 18 must have documented parental consent. The parent or legal guardian must sign the Village of Little Chute Volunteer Waiver and Release of Liability Form.

## **2.7 Rights of Volunteers**

**2.7.1** To be respected and valued and to know what their rights and responsibilities are.

**2.7.2** To be provided necessary information to carry out their role as volunteers and to know what is expected of them.

## **POLICY 812 VOLUNTEER POLICY**

Effective Date: August XX , 2021

Revised Date:

*Village of Little Chute*  
Employee Policy Manual

- 2.7.3** To be provided with orientation and training appropriate to their tasks.
- 2.7.4** To be given support and supervision from a designated person in their work group.
- 2.7.5** To be provided a safe working environment.
- 2.7.6** To be free from harassment or discrimination.

## **2.8 Volunteer Responsibilities**

- 2.8.1** To carry out the agreed upon duties to the best of their abilities.
- 2.8.2** To work toward the Village of Little Chute strategic areas of focus.
- 2.8.3** To work under the Village of Little Chute rules, regulations and policies.
- 2.8.4** To be honest and reliable.

## **2.9 Responsibilities of Village Supervisors Who Utilize Volunteers**

- 2.9.1** To provide orientation, training, personal protective equipment (PPE) and assistance to enable volunteers to meet the expectations of their volunteer positions.
- 2.9.2** To provide ongoing support and supervision.
- 2.9.3** To treat the volunteer as an equal partner in achieving the goals of the Village. To ensure compliance with all aspects of this policy.

## **POLICY 812 VOLUNTEER POLICY**

Effective Date: August XX , 2021

Revised Date:

*Village of Little Chute*  
Employee Policy Manual

## APPENDIX 812-A

### VILLAGE OF LITTLE CHUTE VOLUNTEER WAIVER AND RELEASE OF LIABILITY FORM

**PLEASE READ CAREFULLY! THIS IS A LEGAL DOCUMENT THAT AFFECTS YOUR LEGAL RIGHTS. BEFORE SIGNING THIS WAIVER AND RELEASE OF LIABILITY, READ THIS ENTIRE DOCUMENT CAREFULLY. IF YOU SIGN THIS WAIVER AND RELEASE OF LIABILITY AND AN INCIDENT OCCURS RESULTING IN INJURY OR LOSS OF PROPERTY, THEN YOU WILL BE GIVING UP LEGAL RIGHTS THAT YOU MIGHT OTHERWISE HAVE. IF YOU DO NOT UNDERSTAND ANYTHING IN THIS DOCUMENT, OR IF YOU OBJECT TO ANY PROVISION CONTAINED IN THIS DOCUMENT, YOU SHOULD NOT SIGN THIS DOCUMENT AS IT IS DRAFTED, BUT RATHER SEEK ADVICE FROM YOUR LEGAL COUNSEL. REQUESTS FOR MODIFICATIONS MAY BE DIRECTED TO THE VILLAGE OF LITTLE CHUTE BETWEEN THE HOURS OF 8:00 A.M. – 4:30 P.M., MONDAY – FRIDAY.**

This Volunteer Waiver and Release of Liability, executed on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ (the "Volunteer") in favor of the Village of Little Chute and its elected officials, officers, employees, and agents (collectively "Municipality").

#### **Waiver and Release**

The Volunteer freely, voluntarily, and without duress executes this Waiver and Release under the following terms: The Volunteer does hereby release and forever discharge and hold the Municipality harmless from any and all liability, claims, and demands, either in law or in equity, which arise or may hereafter arise from Volunteer's activities with the Municipality.

The Volunteer understands that this Waiver and Release discharges the Municipality from any liability or claim that the Volunteer may have against the Municipality with respect to any bodily injury, personal injury, illness, death, or property damage that may result from Volunteer's activities with the Municipality, whether caused by the volunteer or by the negligence of the Municipality or its officers, directors, employees, agents, or otherwise. However, the Municipality and the Volunteer understand that the Municipality is not released from liability for harm incurred by the volunteer which results from the Municipality's intentional or reckless conduct.

The Volunteer understands that the Municipality does not assume any responsibility for or obligation to provide financial assistance or other assistance, including but not limited to medical, health, or disability insurance in the event of injury or illness to the Volunteer.

#### **Activities**

The Volunteer desires to work as a volunteer for the Municipality and engage in the activities related to being a volunteer (the "Activities"). The Volunteer understands that the Activities may include using personal mowing equipment or use of personal hand tools including but not limited to weed whackers, edging equipment and trimmers.

The Volunteer understands that the Activities include work that may be hazardous to the Volunteer, including, **but not limited to, spending extended periods of time in direct sunlight and operating equipment with sharpened blades such as personal mowing equipment.**

The Volunteer hereby expressly and specifically assumes the risk of injury or harm in the Activities and releases the Municipality from any and all liability for injury, illness, death, or property damage resulting from the Activities and caused by the Volunteer or by the negligence of the Municipality.

**Medical Treatment**

The Volunteer does hereby release and forever discharge the Municipality from any claims whatsoever which arise or may hereafter arise on account of any first aid, treatment, or service rendered in connection with the Volunteer's Activities with the Municipality.

**Insurance**

The Volunteer understands that the Municipality does not carry or maintain health, medical, or disability insurance coverage for any volunteer. The Volunteer understands that he/she is provided with liability insurance coverage under the provisions of the Municipality's liability insurance policy.

Each volunteer should obtain his/her own medical or health insurance coverage.

**Photographic Release**

The Volunteer does hereby grant and convey unto the Municipality all right, title, and interest in any and all photographic images and video or audio recordings made by the Municipality during the Volunteer's Activities with the Municipality, including, but not limited to, any royalties, proceeds, or other benefits derived from such photographs or recordings.

**Construction of Waiver and Release and Severability**

The Volunteer expressly agrees that this Waiver and Release is intended to be as broad and inclusive as permitted by the laws of the State of Wisconsin, and that this Waiver and Release shall be governed by and interpreted in accordance with the laws of the State of Wisconsin. The Volunteer agrees that in the event that any clause or provision of this Waiver and Release shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this Waiver and Release which shall continue to be enforceable.

I have read this Waiver and Release of Liability thoroughly and fully understand and enter into it on behalf of myself, my heirs, next of kin, assigns, and personal representatives. No one has made any representations, statements, or inducements that change or modify anything written in this Waiver and Release of Liability.

**Volunteer's Full Name:** \_\_\_\_\_  
(print name legibly)      First Name                      Middle                      Last

**Volunteer's Address:** \_\_\_\_\_  
   Address                                      City                                      State                                      Zip

**Volunteer's Phone Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Volunteer's Signature & Date:** \_\_\_\_\_

**Parent's Signature & Date:** \_\_\_\_\_  
(If Volunteer is under 18 years old then: 1) Signature of Parent or Guardian also required, and the word "Volunteer" used above means "Volunteer and my parent/guardian.")

IN WITNESS WHEREOF, Volunteer and Parent/Guardian of Volunteer have executed this Waiver and Release of Liability as of the day and year first above written.

**Witness's Signature & Date:** \_\_\_\_\_

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

**ITEM DESCRIPTION: Fox Cities Regional Partnership 2021 Funding**

**PREPARED BY: Dave Kittel, Community Development Director**

**REPORT DATE: July 29, 2021**

**EXPLANATION:** While the funding level for the Regional Partnership was approved in the 2021 budget process, we have always brought the funding action to the Board prior to releasing funds. As you know, the partnership supplements Village efforts related to regional economic development through the three primary areas of focus:

- Assisting with retention, including visits of primary employers (one on one meetings at primary employers in Little Chute)
- Supporting workforce development efforts (Talent Upload)
- Marketing sites and the Fox Cities to outside site selectors/future residents (Site Selector Visits and Bazaar After Dark)

Over the past two years, the Fox Cities Regional Partnership has experienced modest stabilization with the recruitment of a both a new Chamber President and Vice President. Additionally, the Village of Little Chute directly benefited by hosting two Bazaar After Dark events (2019 and 2018) that drew large crowds to Downtown Little Chute. As a dollar per capita investor since inception of the organization, the Village of Little Chute has had the ability to work closely with both our private sector and public sector partners in ensuring the direction of the organization is serving in the best interests of the community. Previously, Little Chute, Neenah, Menasha, Wrightstown, and Calumet County are the only dollar per capita investors. Other municipal and county organizations are funding at a myriad of levels, most closely resembling half of what the communities listed above invest.

While there is little doubt that the partnership benefits the Village of Little Chute and our existing business partners, the equity of the funding disparities has been troublesome. At this time the partnership has been working to resolve these issues and is working towards a more equitable way to collect membership fees. With new staff for this organization and a more equitable collection method coming forth in the near future I would recommend releasing the Village of Little Chute's contribution provided the Fox Cities Regional Partnership gaurnetees the Village a minimal of 5 BRE visits and works toward providing better metrics and a fair and equitable format for providing assistance to all members. In addition, the new funding model needs to fully inPLACE by next year. If our area is to be successful competing at the state and national level in economic development, the Fox Cities Region does need an economic development organization like the Fox Cities Regional Partnership. The value to every resident can be measured directly and indirectly. Covid-19 has further shown the need for organizations like this. If this organization is to have the resources to effectively lead the region's municipalities and counties in the area of economic development, it nees to have a equitable, supported, and sustainable funding model that is embraced by all.

**RECOMMENDATION: Discussion/Action on the 2021 funding to support the Fox Cities Regional Partnership.**

### 2022 Proposed Investment Tiers

<b>Population</b>	<b>Investment</b>
50,000+	\$30,000
20,000 – 49,999	\$20,000
10,000 – 19,999	\$10,000
5,000 – 9,999	\$5,000
Less than 4,000	\$2,500

### 2020 Populations

Appleton	74,465
Buchanan	7,065
Greenville	12,267
Hortonville	2,911
Kimberly	7,137
Little Chute	11,947
Menasha	17,468
Neenah	26,333
New London	7,436
Wrightstown	3,086

## Payment History to FCRP

### General Ledger Account Distribution

<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Village</u>					
				<u>Promotion</u>	<u>TID 4</u>	<u>TID 5</u>	<u>TID 6</u>	<u>TID 7</u>	<u>TID 8</u>
3083	8/14/2020	Fox Cities Chamber of Commerce	5,778.00		1,155.00	1,155.00	1,158.00	1,155.00	1,155.00
67831	8/21/2019	Fox Cities Chamber of Commerce	7,000.00		1,400.00	1,400.00	1,400.00	1,400.00	1,400.00
63778	5/4/2018	Fox Cities Regional Partnership	10,778.00	10,778.00					
61124	6/21/2017	Fox Cities Regional Partnership	10,778.00	10,778.00					
56958	3/2/2016	Fox Cities Regional Partnership	10,778.00	10,778.00					
55782	10/7/2015	Fox Cities Regional Partnership	10,400.00	10,400.00					