



AGENDA

REGULAR BOARD MEETING

PLACE: Little Chute Village Hall
DATE: Wednesday, January 5, 2022
TIME: 6:00 p.m.

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

Join Zoom Meeting

<https://us06web.zoom.us/j/81257553378>

Meeting ID: 812 5755 3378

Dial by your location

+1 312 626 6799 US (Chicago)

REGULAR ORDER OF BUSINESS

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

F. 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 December 15, 2021
- 2. Disbursement List

G. Action—Sewer Rate Study Request for Proposal

H. Action—Kayak Launch Change Order and Budget Adjustment

I. Department and Officers Progress Reports

J. Call for Unfinished Business

K. Items for Future Agenda

L. Closed Session:

19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. *Review of Legal Matter*

M. Return to Open Session

N. 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: December 30, 2021

MINUTES OF THE REGULAR BOARD MEETING OF DECEMBER 15, 2021

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

Pledge Allegiance to the Flag

President Vanden Berg led members in the reciting of the Pledge of Allegiance.

Roll call of Trustees

PRESENT: Michael Vanden Berg, President
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: Beau Bernhoft, Administrator
Kent Taylor, Director of Public Works
Lisa Remiker-DeWall, Finance Director
Dave Kittel, Community Development Director
Mark Jansen, Village of Little Chute Fire Chief
John McDonald, Dir. Of Parks, Rec and Forestry
Laurie Decker, Village Clerk
Katherine Freund, LC Library Director
Chris Murawski, Village Engineer
Dan Meister, Fox Valley Metro Police Chief
EXCUSED: Tyler Claringbole, Village Attorney

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 December 1, 2021
2. 2022 Election Inspector Appointments
3. Adopt Resolution No. 31, Series 2021 George & Rosamond Ebb CSM
4. Disbursement List

Moved by Trustee L. Van Lankvelt, seconded by Trustee B. Van Lankveldt to Approve the consent agenda as presented

Ayes 6, Abstain 1 (Hietpas) Nays 0 – Motion Carried

Other Informational Items—November Fire Monthly Report and November Report

Public Hearing—Evergreen Drive Zoning Change Request

Moved by Trustee Elrick, seconded by Trustee L. Van Lankvelt to enter into Public Hearing

Ayes 7, Nays 0 – Motion Carried

Director Kittel went over the rezoning request for industrial use and advised the Plan Commission has recommended approval. A question was asked if the Board knew what was going in the property; Director Kittel replied that we were not aware at this time, but the residents would be notified.

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

Ayes 7, Nays 0 – Motion Carried

Public Hearing—719-723 Depot Street Zoning Change Request

Moved by Trustee Elrick, seconded by Trustee L. Van Lankvelt to enter into Public Hearing

Ayes 7, Nays 0 – Motion Carried

Director Kittel told the Board this request is to change this property from residential to commercial. Plan Commission is recommending approval.

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

Ayes 7, Nays 0 – Motion Carried

Action—Adopt Ordinance No. 9, Series 2021, An Ordinance Amending Chapter 44, Municipal Code of the Village of Little Chute, and the Official Zoning Map, 1101 Evergreen Drive

Moved by Trustee B. Van Lankveldt, seconded by Trustee Peerenboom to Adopt Ordinance No. 9, Series 2021, An Ordinance Amending Chapter 44, Municipal Code of the Village of Little Chute, and the Official Zoning Map, 1101 Evergreen Drive

Ayes 7, Nays 0 – Motion Carried

Action—Adopt Ordinance No. 10, Series 2021, An Ordinance Amending Chapter 44, Municipal Code of the Village of Little Chute, and the Official Zoning Map, 719-723 Depot Street

Moved by Trustee B. Van Lankveldt, seconded by Trustee Peerenboom to Adopt Ordinance No. 10, Series 2021, An Ordinance Amending Chapter 44, Municipal Code of the Village of Little Chute, and the Official Zoning Map, 719-723 Depot Street

Ayes 7, Nays 0 – Motion Carried

Discussion—Jet's Façade Grant

Administrator Bernhoft told the Board that a request was made for a grant for Jet's renovations.

Trustee Van Deurzen asked if the grant is just for the outside façade, Administrator Bernhoft advised that yes, the grant would only cover the outside renovations. Director Kittel advised this is not a grant but a loan from the Village and if the property is ever sold the grant would be paid back to the Village. Trustee Elrick asked what is left in the grant budget, Director Remiker-Dewall advised there is 114,014.00 in the budget.

Discussion/Action—Wage and Compensation

Administrator Bernhoft advised that the selection committee is recommending Carlson Dettman Consulting.

Moved by Trustee Elrick, seconded by Trustee Van Deurzen to Approve and Award Carlson Dettman Consulting the Wage and Compensation Study for the Village of Little Chute at a cost of \$16,000.00.

Ayes 7, Nays 0 – Motion Carried

Discussion/Action—2021 Budget Adjustment CTH N (Madison Street)

Engineer Murawski went over the budget adjustment needed of \$20,308.21 for the added cost on the construction of County Highway N (Madison Street)

Moved by Trustee Peerenboom, seconded by Trustee L. Van Lankvelt to Approve the 2021 Budget Adjustment for CTH N for \$20,308.21

Roll Call Vote

Brian Van Lankveldt	Aye
Don Van Deurzen	Aye
Michael Vanden Berg	Aye
Larry Van Lankveldt	Aye
James Hietpas	Aye
Bill Peerenboom	Aye
John Elrick	Aye

Ayes 7, Nays 0 – Motion Carried

Discussion/Action—Jet's Football Donation Adjustment

Director McDonald went over the request for a budget adjustment into the youth football account for \$5,115.55

Moved by Trustee Elrick, seconded by Trustee Peerenboom to Approve the Adjustment for Jet's Football Donation for \$5,115.55

Roll Call Vote

Michael Vanden Berg	Aye
Larry Van Lankvelt	Aye
Don Van Deurzen	Aye
James Hietpas	Aye
Brian Van Lankveldt	Aye
Bill Peerenboom	Aye
John Elrick	Aye

Ayes 7, Nays 0 – Motion Carried

Discussion/Action—Banner Policy

Director McDonald is asking that the banner policy be turned over to the LC Diamond Club. The requested advertisement amount for the banners is \$300.00 or \$750.00 for a 3-year agreement. Phil Weigand and Tony from the Diamond Club were available for any questions. Trustee Hietpas asked the amount of money Diamond Club will make and wondered if the profit could be used for the batting cage deficits that come in every year. Trustee L. Van Lankvelt asked the care of the banners; Director McDonald recommended the agreement is Diamond Club manage any upkeep.

Moved by Trustee Peerenboom, seconded by Trustee Van Deurzen to Approve the Banner Policy as presented

Ayes 7, Nays 0 – Motion Carried

Department and Officers Progress Reports

Departments and Officers supplied progress reports to the Board

Call for Unfinished Business

Pods on Evergreen

Items for Future Agenda

Village Maintenance on Railroad Property

Closed Session:

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

Moved by Trustee Elrick, seconded by Trustee L. Van Lankvelt to enter into closed session

Ayes 7, Nays 0 – Motion Carried

Return to Open Session

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

Ayes 7, Nays 0 – Motion Carried

Adjournment

Moved by Trustee Elrick, seconded by Trustee L. Van Lankvelt to Adjourn the Regular Board Meeting at 7:35 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 - January 5, 2022

Payroll & Payroll Liabilities - December 23, 2021	\$243,271.03
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Prepaid Invoices - December 17, 2021	\$169,116.26
Prepaid Invoices - December 22, 2021	\$71,691.84
Prepaid Invoices - December 30, 2021	\$77,538.34

Utility Commission- December 21, 2021	\$182,889.39
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CURRENT ITEMS

Bills List - January 5, 2022	\$57,055.69
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Total Payroll, Prepaid & Invoices	\$801,562.55
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The above payments are recommended for approval:

Rejected: _____

Approved January 5, 2022

Michael R Vanden Berg, Village President

Laurie Decker, Clerk

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
2017 UTILITY REFUNDS (4818)							
170050001	Invoi	OVERPAYMENT REFUND # 1-700500-01	46.06	Open	Non	12/21	001-15000
170050001	Adju	OVERPAYMENT REFUND # 1-700500-01	46.06-	Open	Non	12/21	001-15000
Total 2017 UTILITY REFUNDS (4818):			.00				
2021 REFUNDS-MISCELLANEOUS (5180)							
121321	Invoi	REFUND FOR LOST/DAMAGED BOOK	34.00	Open	Non	12/21	206-55110-238
Total 2021 REFUNDS-MISCELLANEOUS (5180):			34.00				
2021 REFUNDS-UTILITIES (5169)							
170050001	Invoi	OVERPAYMENT REFUND ACCT #1-700500-01	46.06	Open	Non	12/21	001-15000
180035001	Invoi	OVERPAYMENT REFUND ACCT #1-800350-01	95.35	Open	Non	12/21	001-15000
Total 2021 REFUNDS-UTILITIES (5169):			141.41				
2021 TAX REFUNDS (5313)							
260052000	Invoi	2021 TAX REFUND	76.78	Open	Non	12/21	803-21215
260148500	Invoi	2021 TAX REFUND	2,207.29	Open	Non	12/21	803-21215
260173400	Invoi	2021 TAX REFUND	105.83	Open	Non	12/21	803-21215
260179600	Invoi	2021 TAX REFUND	82.88	Open	Non	12/21	803-21215
260197000	Invoi	2021 TAX REFUND	159.41	Open	Non	12/21	803-21215
260205100	Invoi	2021 TAX REFUND	87.68	Open	Non	12/21	803-21215
260225800	Invoi	2021 TAX REFUND	20.00	Open	Non	12/21	803-21215
260236100	Invoi	2021 TAX REFUND	116.18	Open	Non	12/21	803-21215
260330100	Invoi	2021 TAX REFUND	384.70	Open	Non	12/21	803-21215
260441132	Invoi	2021 TAX REFUND	4,879.51	Open	Non	12/21	803-21215
260441139	Invoi	2021 TAX REFUND	404.09	Open	Non	12/21	803-21215
260451978	Invoi	2021 TAX REFUND	187.18	Open	Non	12/21	803-21215
260625000	Invoi	2021 TAX REFUND	295.68	Open	Non	12/21	803-21215
Total 2021 TAX REFUNDS (5313):			9,007.21				
AIRGAS USA LLC (379)							
9984170360	Invoi	CYLINDER RENTALS	86.88	Open	Non	12/21	101-53330-218
Total AIRGAS USA LLC (379):			86.88				
APPLETON TROPHY & ENGRAVING (1490)							
31334	Invoi	APEX GLASS AWARD	29.05	Open	Non	12/21	101-51960-211
33506	Invoi	ENGRAVED PLAQUE-KNAUS	29.05	Open	Non	12/21	101-51960-211
Total APPLETON TROPHY & ENGRAVING (1490):			58.10				
ASCENSION MEDICAL GROUP-FOX VALLEY WI (2514)							
400021	Invoi	DRUG SCREEN	130.00	Open	Med	12/21	101-53310-213
400502	Invoi	EAP STANDARD SERVICE	129.75	Open	Med	12/21	101-51780-204
400502	Invoi	EAP STANDARD SERVICE	119.37	Open	Med	12/21	101-53310-204
400502	Invoi	EAP STANDARD SERVICE	166.08	Open	Med	12/21	207-52120-204
Total ASCENSION MEDICAL GROUP-FOX VALLEY WI (2514):			545.20				
AUTOMATED COMFORT CONTROLS (4980)							
30067	Invoi	REPLACED UNIT HEATER AT PUMP HOUSE #2	2,925.00	Open	Non	12/21	620-53624-255

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
		Total AUTOMATED COMFORT CONTROLS (4980):	2,925.00				
		AUTOMOTIVE SUPPLY (121)					
60921277	Invoi	BELTS #206	23.76	Open	Non	12/21	101-53330-225
60921521	Invoi	FILTER #90	27.09	Open	Non	12/21	101-53330-225
60921522	Invoi	TRANSMISSION FLUID #90	79.29	Open	Non	12/21	101-53330-225
60921828	Invoi	RADIAL SEAL INNER AIR ELEMENT #81	35.34	Open	Non	12/21	101-53330-218
60922033	Invoi	BEARINGS #58	114.24	Open	Non	12/21	101-53330-225
CM217554	Invoi	RETURNED MERCHANDISE	27.09-	Open	Non	12/21	101-53330-218
		Total AUTOMOTIVE SUPPLY (121):	252.63				
		AUTOZONE (2862)					
1973579716	Invoi	WASHER FLUID FOR SQUADS	23.16	Open	Non	12/21	207-52120-247
		Total AUTOZONE (2862):	23.16				
		AXON ENTERPRISE INC. (555)					
27688	Invoi	MOUNTS	93.90	Open	Non	12/21	207-52120-212
32662	Invoi	SQUAD 113 AXON CAM UPFITTING	2,290.01	Open	Non	12/21	207-52120-303
		Total AXON ENTERPRISE INC. (555):	2,383.91				
		BADGER LABORATORIES INC (1024)					
21-016394	Invoi	WATER TESTING	700.00	Open	Non	12/21	630-53444-204
		Total BADGER LABORATORIES INC (1024):	700.00				
		BROWNIES CARPET & UPHOLSTERY CLEANING (5249)					
110821	Invoi	CARPET CLEANING-PARK & REC AREA	466.20	Open	Non	12/21	101-51650-243
121021	Invoi	CARPET CLEANING-ENGINEERING DEPT	378.56	Open	Non	12/21	101-51650-243
		Total BROWNIES CARPET & UPHOLSTERY CLEANING (5249):	844.76				
		CARR, JIM (5315)					
120821	Invoi	REIMBURSE FOR ANNUAL CHRISTMAS PIZZA LU	120.00	Open	Non	12/21	101-55480-211
		Total CARR, JIM (5315):	120.00				
		CEC (3994)					
371802	Invoi	ANNUAL FIRE ALARM INSPECTION	340.93	Open	Non	12/21	206-55110-243
		Total CEC (3994):	340.93				
		DIGGERS HOTLINE INC (1380)					
211159201	Invoi	NOVEMBER LOCATES	121.60	Open	Non	12/21	610-53612-209
211159201	Invoi	NOVEMBER LOCATES	121.60	Open	Non	12/21	620-53644-209
211159201	Invoi	NOVEMBER LOCATES	121.60	Open	Non	12/21	630-53442-209
		Total DIGGERS HOTLINE INC (1380):	364.80				
		DISTRICT 2, INC. (4778)					
3427	Invoi	CARABINER	581.92	Open	Non	12/21	101-52200-213
		Total DISTRICT 2, INC. (4778):	581.92				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
EVERYTHING DEFIBRILLATORS LLC (5153)							
24	Invoi	AED PADS	277.98	Open	Non	12/21	207-52120-213
Total EVERYTHING DEFIBRILLATORS LLC (5153):			277.98				
FAULKS BROS. CONSTRUCTION INC (2180)							
362430	Invoi	INFIELD MIX FOR DPI	1,277.30	Open	Non	12/21	101-55300-221
362431	Invoi	INFIELD MIX FOR DPI	1,233.60	Open	Non	12/21	101-55300-221
Total FAULKS BROS. CONSTRUCTION INC (2180):			2,510.90				
FEHR GRAHAM ENGINEERING & (4414)							
104097	Invoi	2021 ANNUAL SAFETY REQUIREMENTS	675.00	Open	Non	12/21	101-53310-213
Total FEHR GRAHAM ENGINEERING & (4414):			675.00				
FERGUSON ENTERPRISES LLC #448 #1020 (2046)							
6398100	Invoi	PVC PIPE	7.38	Open	Non	12/21	620-53624-255
WN322349	Invoi	STAINLESS STEEL PIPE FITTINGS	49.50	Open	Non	12/21	620-53624-255
Total FERGUSON ENTERPRISES LLC #448 #1020 (2046):			56.88				
FERGUSON WATERWORKS LLC #1476 (221)							
347730	Invoi	TRAFFIC REPAIR KIT	369.05	Open	Non	12/21	620-53644-254
348936	Invoi	VACUUM BREAKER	525.00	Open	Non	12/21	620-53644-255
349806	Invoi	HYDRANTS AND PIPES	7,775.00	Open	Non	12/21	620-53644-251
350018	Invoi	MECHANICAL JOINT	147.10	Open	Non	12/21	620-53644-251
350051	Invoi	PVC PIPE AND GASKETS	244.13	Open	Non	12/21	620-53644-251
Total FERGUSON WATERWORKS LLC #1476 (221):			9,060.28				
FINDAWAY WORLD LLC (5314)							
371699	Invoi	DIGITAL BOOKS	1,129.93	Open	Non	12/21	206-55110-209
Total FINDAWAY WORLD LLC (5314):			1,129.93				
FIRELINE SPRINKLER LLC (2572)							
6007-21	Invoi	ANNUAL FIRE SPRINKLER INSPECTION	180.00	Open	Non	12/21	101-53310-204
Total FIRELINE SPRINKLER LLC (2572):			180.00				
FOX VALLEY HUMANE ASSOCIATION (971)							
5243	Invoi	NOVEMBER HANDLE FEES	80.00	Open	Non	12/21	207-52120-204
Total FOX VALLEY HUMANE ASSOCIATION (971):			80.00				
FP FINANCE PROGRAM (5135)							
30645579	Invoi	AGREEMENT 003-1584121 POSTBASE VISION-PO	140.00	Open	Non	12/21	101-51650-226
Total FP FINANCE PROGRAM (5135):			140.00				
FUHRMANN, NATHAN (2891)							
112721	Invoi	REIMBURSE FOR SIGNS FOR ADVERTISEMENT	73.85	Open	Non	12/21	101-55480-218
Total FUHRMANN, NATHAN (2891):			73.85				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
GARROW OIL (4236)							
NOVEMBER 2021	Invoi	OFF ROAD DIESEL	656.89	Open	Non	12/21	630-53442-247
NOVEMBER 2021	Invoi	OFF ROAD DIESEL	560.61	Open	Non	12/21	101-55200-247
Total GARROW OIL (4236):							
			1,217.50				
HAWKINS INC (1918)							
6061150	Invoi	AZONE	665.93	Open	Non	12/21	620-53634-214
6061150	Invoi	SODIUM SILICATE	2,864.63	Open	Non	12/21	620-53634-220
6069839	Invoi	AZONE	319.21	Open	Non	12/21	620-53634-214
6069839	Invoi	SODIUM SILICATE	1,474.67	Open	Non	12/21	620-53634-220
6077533	Invoi	AZONE	571.55	Open	Non	12/21	620-53634-214
6077533	Invoi	SODIUM SILICATE	1,963.74	Open	Non	12/21	620-53634-220
Total HAWKINS INC (1918):							
			7,859.73				
J.F. AHERN CO (2011)							
469972	Invoi	ANNUAL INSPECTION - FIRE EXTINGUISHERS	110.55	Open	Non	12/21	620-53634-255
Total J.F. AHERN CO (2011):							
			110.55				
JX ENTERPRISES INC (3079)							
2471572P	Invoi	SENSOR #6	58.99	Open	Non	12/21	101-53330-225
Total JX ENTERPRISES INC (3079):							
			58.99				
KERRY'S VROOM SERVICE INC (2013)							
9706	Invoi	OIL & FILTER CHANGE - UNIT#191	43.47	Open	Non	12/21	207-52120-247
9709	Invoi	OIL & FILTER CHANGE - UNIT#92	43.47	Open	Non	12/21	207-52120-247
9711	Invoi	OIL & FILTER CHANGE - UNIT#111	43.47	Open	Non	12/21	207-52120-247
9712	Invoi	REMOVE & INSTALL NEW SPARK PLUGS - UNIT#9	274.44	Open	Non	12/21	207-52120-247
Total KERRY'S VROOM SERVICE INC (2013):							
			404.85				
KLINK EQUIPMENT (4807)							
894210	Invoi	CHAIN #6	743.20	Open	Non	12/21	101-53330-225
894545	Invoi	CHAIN #6	121.68	Open	Non	12/21	101-53330-225
Total KLINK EQUIPMENT (4807):							
			864.88				
KLINK HYDRAULICS LLC (5005)							
19193	Invoi	COUPLING & HYDRAULIC HOSE	22.06	Open	Non	12/21	101-53330-218
19209	Invoi	COMPACT VALVE AND PARTS	66.82	Open	Non	12/21	620-53644-254
19366	Invoi	SPIRAL HOSE & COUPLING #19	500.06	Open	Non	12/21	101-53330-225
Total KLINK HYDRAULICS LLC (5005):							
			588.94				
KWIK TRIP INC (2365)							
NOV 2021 286768	Invoi	NOV FUEL FOR SQUADS	3,588.85	Open	Non	12/21	207-52120-247
Total KWIK TRIP INC (2365):							
			3,588.85				
LAPPEN SECURITY PRODUCTS INC (735)							
LSPQ45883	Invoi	CAMERA SYSTEM CHANGEOVER	3,577.18	Open	Non	12/21	207-52120-221
LSPQ46015	Invoi	PRIMUS KEYS	34.00	Open	Non	12/21	206-55110-242
LSPQ46069	Invoi	INSTALLED NEW TRANSMITTER	122.10	Open	Non	12/21	620-53644-250
LSPQ46224	Invoi	CAMERA SYSTEM REPLACEMENT SWITCH	627.71	Open	Non	12/21	207-52120-221

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
LSPQ46253	Invoi	RESET IP ADDRESS TO FIX LOCK ON FRONT DOO	154.00	Open	Non	12/21	101-51650-204
Total LAPPEN SECURITY PRODUCTS INC (735):			4,514.99				
LEE'S CONTRACTING/FABRICATING (271)							
23379	Invoi	PIPE AND TUBE	1,564.00	Open	Non	12/21	620-53624-255
Total LEE'S CONTRACTING/FABRICATING (271):			1,564.00				
MADISON NATIONAL LIFE (4857)							
1473213	Invoi	JANUARY LTD	1,067.42	Open	Non	12/21	101-21385
1473213	Invoi	JANUARY LIFE & ADD	460.71	Open	Non	12/21	101-21391
Total MADISON NATIONAL LIFE (4857):			1,528.13				
MATTHEWS TIRE & SERVICE CENTER (768)							
277696	Invoi	1 NEW TIRE SQUAD #93	167.51	Open	Non	12/21	207-52120-247
Total MATTHEWS TIRE & SERVICE CENTER (768):			167.51				
MCC INC (480)							
291549	Invoi	CLEAN CHIPS	104.92	Open	Non	12/21	101-53350-218
Total MCC INC (480):			104.92				
MCMAHON ASSOCIATES INC (276)							
922757	Invoi	MS4 PERMIT & STORM PONDS	284.00	Open	Non	12/21	630-53441-204
922757	Invoi	MS4 PERMIT & STORM PONDS	284.00	Open	Non	12/21	630-53442-204
922758	Invoi	VILLAGE STORMWATER PONDS	71.00	Open	Non	12/21	630-53441-204
Total MCMAHON ASSOCIATES INC (276):			639.00				
MCO (2254)							
27691	Invoi	OCTOBER MILEAGE REIMBURSEMENT	478.40	Open	Non	12/21	620-53644-247
27740	Invoi	JAN 2022 OPERATIONS & HEALTH & LIABILITY IN	37,431.93	Open	Non	12/21	620-14300
Total MCO (2254):			37,910.33				
MIDWEST METER INC (4407)							
138321	Invoi	PIPE FITTING	360.00	Open	Non	12/21	620-53644-253
138558	Invoi	RUBBER GASKET	300.00	Open	Non	12/21	620-53644-253
Total MIDWEST METER INC (4407):			660.00				
MIDWEST SALT LLC (5001)							
P459927	Invoi	INDUSTRIAL SOUTHERN COARSE SALT	2,816.25	Open	Non	12/21	620-53634-224
P460034	Invoi	INDUSTRIAL SOUTHERN COARSE SALT	2,912.50	Open	Non	12/21	620-53634-224
P460144	Invoi	INDUSTRIAL SOUTHERN COARSE SALT	2,945.00	Open	Non	12/21	620-53634-224
P460439	Invoi	INDUSTRIAL SOUTHERN COARSE SALT	2,776.25	Open	Non	12/21	620-53634-224
P460539	Invoi	INDUSTRIAL SOUTHERN COARSE SALT	2,726.25	Open	Non	12/21	620-53634-224
Total MIDWEST SALT LLC (5001):			14,176.25				
MUNICODE (2974)							
637140	Invoi	ADMIN SUPPORT FEE 12/1/21 - 11/30/22	350.00	Open	Non	12/21	101-51440-204

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
		Total MUNICODE (2974):	350.00				
NEWS PUBLISHING CO INC (857)							
BE26061	Invoi	PUBLIC HEARING	38.35	Open	Non	12/21	101-51650-207
BE28492	Invoi	SNOW REMOVAL AD	79.00	Open	Non	12/21	101-53350-227
BE28496	Invoi	SPRING ELECTION	29.56	Open	Non	12/21	101-51440-227
		Total NEWS PUBLISHING CO INC (857):	146.91				
NORTHWOODS (562)							
320661	Invoi	SHOP VEHICLE WASH	631.33	Open	Non	12/21	101-53330-218
		Total NORTHWOODS (562):	631.33				
O'REILLY AUTOMOTIVE INC (1036)							
2043-298367	Invoi	SOLENOID #87	17.93	Open	Non	12/21	101-53330-225
2043-301439	Invoi	WAX FOR #85	35.98	Open	Non	12/21	101-53330-225
		Total O'REILLY AUTOMOTIVE INC (1036):	53.91				
OSHKOSH OFFICE SYSTEMS (5133)							
AR67302	Invoi	INKJET CARTRIDGE	194.16	Open	Non	12/21	101-51650-206
AR70079	Invoi	INKJET CARTRIDGE	191.00	Open	Non	12/21	101-51650-206
		Total OSHKOSH OFFICE SYSTEMS (5133):	385.16				
OUTAGAMIE COUNTY TREASURER (486)							
125010	Invoi	SPILLMAN RMS MAINTENANCE	16,092.52	Open	Non	12/21	207-52120-204
22460	Invoi	NOVEMBER SANITATION FEES	14,980.56	Open	Non	12/21	201-53620-204
22460	Invoi	SALT REMAINS	754.40	Open	Non	12/21	620-53634-255
		Total OUTAGAMIE COUNTY TREASURER (486):	31,827.48				
OUTAGAMIE WAUPACA LIBRARY SYSTEM (3674)							
3788	Invoi	NOV PRINTING-HAPPY HOLIDAYS MAILERS	168.28	Open	Non	12/21	206-55110-225
		Total OUTAGAMIE WAUPACA LIBRARY SYSTEM (3674):	168.28				
POSTAL EXPRESS & MORE LLC (5093)							
223862	Invoi	POSTAGE-WATER TESTS	17.24	Open	Non	12/21	620-53644-204
223907	Invoi	POSTAGE-WATER TESTS	14.75	Open	Non	12/21	620-53644-204
224119	Invoi	POSTAGE-WATER TESTS	17.25	Open	Non	12/21	620-53644-204
		Total POSTAL EXPRESS & MORE LLC (5093):	49.24				
R.N.O.W. INC (5085)							
2021-61465	Invoi	POWER LOCK #6	336.48	Open	Non	12/21	101-53330-225
		Total R.N.O.W. INC (5085):	336.48				
RAILWORKS TRACK SYSTEMS INC (4539)							
210846	Invoi	RAILROAD MAINTENANCE	2,604.20	Open	Non	12/21	101-53300-246
		Total RAILWORKS TRACK SYSTEMS INC (4539):	2,604.20				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
RIVERSIDE BY REYNEBEAU FLORAL (322)							
165161/1	Invoi	FLORAL ARRANGEMENT- KNAUS	83.50	Open	Non	12/21	101-51960-211
Total RIVERSIDE BY REYNEBEAU FLORAL (322):			83.50				
SAFE STEP LLC (2479)							
3644	Invoi	SIDEWALK REPAIR	12,774.31	Open	Non	12/21	101-53300-204
Total SAFE STEP LLC (2479):			12,774.31				
SAM'S CLUB/SYNCHRONY BANK (1728)							
12/21 00204221446	Invoi	OFFICE SUPPLIES	47.30	Open	Non	12/21	101-55300-206
12/21 00204221446	Invoi	LYSOL	14.60	Open	Non	12/21	101-55300-218
Total SAM'S CLUB/SYNCHRONY BANK (1728):			61.90				
SIGNCOUNTRY (3870)							
15917	Invoi	LICENSE PLATE DECALS	253.00	Open	Non	12/21	101-52200-219
Total SIGNCOUNTRY (3870):			253.00				
SPEEDY CLEAN DRAIN & SEWER (122)							
74542	Invoi	WATER JET 4" LINE FROM MANHOLE TO BUILDIN	610.00	Open	Non	12/21	620-53634-255
74561	Invoi	VACUUM AND WASH TWO SALT TANKS	2,135.00	Open	Non	12/21	620-53634-255
Total SPEEDY CLEAN DRAIN & SEWER (122):			2,745.00				
SPLENDID CLEANING SERVICE LLC (5017)							
11711	Invoi	VAN LIESHOUT REC CENTER CLEANING	75.00	Open	Non	12/21	208-52900-204
Total SPLENDID CLEANING SERVICE LLC (5017):			75.00				
STAPLES ADVANTAGE (3472)							
3495002986	Invoi	AVERY LABELS	24.44	Open	Non	12/21	101-51650-206
3495002986	Invoi	PENCILS, PENS, & SORT KWIK	42.63	Open	Non	12/21	101-51420-206
Total STAPLES ADVANTAGE (3472):			67.07				
TAPCO (967)							
I714468	Invoi	PEDESTRIAN LIGHT REPLACEMENT	120.00	Open	Non	12/21	101-53300-204
Total TAPCO (967):			120.00				
THEDACARE (1983)							
NOV 2021 1210055	Invoi	NOVEMBER BLOOD DRAWS	85.00	Open	Med	12/21	207-52120-204
Total THEDACARE (1983):			85.00				
TIME WARNER CABLE (89)							
11/21 20279	Invoi	NOVEMBER/DECEMBER SERVICE	106.16	Open	Non	12/21	620-53924-203
11/21 23749	Invoi	NOVEMBER/DECEMBER SERVICE	219.99	Open	Non	12/21	207-52120-204
12/21 16087	Invoi	DECEMBER/JANUARY SERVICE	159.18	Open	Non	12/21	101-51650-203
12/21 56638	Invoi	DECEMBER/JANUARY SERVICE	12.23	Open	Non	12/21	101-52200-208
Total TIME WARNER CABLE (89):			497.56				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
U.S. BANK (5015)							
12/21 59455565491	Invoi	ADOBE	127.91	Open	Non	12/21	101-51400-208
12/21 59455565491	Invoi	ZOOM	14.99	Open	Non	12/21	101-51440-208
12/21 59455565491	Invoi	ITEMS FOR LIBRARY PROGRAMS	22.00	Open	Non	12/21	206-55110-205
12/21 59455565491	Invoi	PERIODICALS	58.00	Open	Non	12/21	206-55110-207
12/21 59455565491	Invoi	BACKGROUND CHECKS	14.00	Open	Non	12/21	206-55110-218
12/21 59455565491	Invoi	POSTAGE	241.00	Open	Non	12/21	206-55110-226
12/21 59455565491	Invoi	OFFICE SUPPLIES	631.19	Open	Non	12/21	101-52200-206
12/21 59455565491	Invoi	NFPA GUIDE	67.10	Open	Non	12/21	101-52200-208
12/21 59455565491	Invoi	CANDY FOR PROGRAMS	282.39	Open	Non	12/21	101-52200-225
12/21 59455565491	Invoi	ITEMS FOR LIBRARY PROGRAMS	664.17	Open	Non	12/21	206-55110-205
12/21 59455565491	Invoi	BOOKS	211.57	Open	Non	12/21	206-55110-206
12/21 59455565491	Invoi	HOT GLUE GUNS	35.98	Open	Non	12/21	206-55110-209
12/21 59455565491	Invoi	MOVIES	147.08	Open	Non	12/21	206-55110-210
12/21 59455565491	Invoi	CONFERENCE TOLLS	10.20	Open	Non	12/21	206-55110-201
12/21 59455565491	Invoi	POND DREDGING WORKSHOP	60.00	Open	Non	12/21	630-53442-201
12/21 59455565491	Invoi	OPERATING SUPPLIES	9.33	Open	Non	12/21	101-55300-218
12/21 59455565491	Invoi	CYBER INVESTIGATIONS TRAINING	150.00	Open	Non	12/21	207-52120-201
12/21 59455565491	Invoi	CELLEBRITE RECERTIFICATION	289.00	Open	Non	12/21	207-52120-201
12/21 59455565491	Invoi	PARKING TICKET SUSPENSIONS	6.12	Open	Non	12/21	207-52120-204
12/21 59455565491	Invoi	K9 SQUAD RIFLE MAGAZINE	18.97	Open	Non	12/21	207-52120-236
12/21 59455565491	Invoi	RETURNED MERCHANDISE	23.74-	Open	Non	12/21	207-52120-218
12/21 59455565491	Invoi	APPLICATION FEE-CHAPLAIN PROGRAM	275.00	Open	Non	12/21	207-52120-227
12/21 59455565491	Invoi	TRANSUNION	75.00	Open	Non	12/21	207-52120-204
12/21 59455565491	Invoi	TANK FOR WEED SPRAYER	16.00	Open	Non	12/21	101-53460-218
12/21 59455565491	Invoi	GREASE GUN	249.99	Open	Non	12/21	101-53330-218
12/21 59455565491	Invoi	LEAF VAC	489.98	Open	Non	12/21	101-53330-221
12/21 59455565491	Invoi	WI DSPS-WATER PERMIT	204.00	Open	Non	12/21	620-53624-255
12/21 59455565491	Invoi	WI DSPS-DPW PERMIT	142.80	Open	Non	12/21	620-53624-255
12/21 59455565491	Invoi	WI DSPS-PARKS PERMIT	81.60	Open	Non	12/21	620-53624-255
Total U.S. BANK (5015):						4,571.63	
UNIFIRST CORPORATION (4403)							
0970344591	Invoi	SHIRTS/PANTS	6.08	Open	Non	12/21	101-53330-213
0970344591	Invoi	LAUNDRY BAGS/WIPERS	10.20	Open	Non	12/21	101-53330-218
0970345020	Invoi	SHIRTS/PANTS	6.08	Open	Non	12/21	101-53330-213
0970345020	Invoi	LAUNDRY BAGS/WIPERS	10.20	Open	Non	12/21	101-53330-218
Total UNIFIRST CORPORATION (4403):						32.56	
UNIFORM SHOPPE (434)							
313635	Invoi	CSO UNIFORM	74.95	Open	Non	12/21	207-52120-212
316369	Invoi	K9 BADGE	124.95	Open	Non	12/21	207-52120-236
Total UNIFORM SHOPPE (434):						199.90	
USA BLUEBOOK (1117)							
792954	Invoi	INDICATOR SOLUTION	174.90	Open	Non	12/21	620-53644-204
806031	Invoi	HYDRANT MARKERS	1,396.66	Open	Non	12/21	620-53644-254
Total USA BLUEBOOK (1117):						1,571.56	
VALLEY LIQUOR (1239)							
2156	Invoi	BEVERAGES	158.94	Open	Non	12/21	101-52200-211
22	Invoi	BEVERAGES	167.68	Open	Non	12/21	101-52200-211

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
		Total VALLEY LIQUOR (1239):	326.62				
VERIZON WIRELESS (3606)		9892824210 Invoi OCTOBER/NOVEMBER SERVICE	196.40	Open	Non	12/21	620-53924-203
		Total VERIZON WIRELESS (3606):	196.40				
VILLAGE OF KIMBERLY (998)		120721 Invoi GINGERBREAD HOUSES FOR TEENS	17.72	Open	Non	12/21	206-55110-205
		Total VILLAGE OF KIMBERLY (998):	17.72				
VORPAHL FIRE AND SAFETY (3980)		215329193 Invoi DETACHABLE CABLE SLEEVE	173.81	Open	Non	12/21	610-53612-213
		215329193 Invoi DETACHABLE CABLE SLEEVE	57.93	Open	Non	12/21	630-53442-213
		215329673 Invoi CONTRUCTION HARNESS	73.98	Open	Non	12/21	610-53612-213
		215329673 Invoi CONTRUCTION HARNESS	24.67	Open	Non	12/21	630-53442-213
		Total VORPAHL FIRE AND SAFETY (3980):	330.39				
		Grand Totals:	169,116.26				

Report GL Period Summary

Vendor number hash: 369919
 Vendor number hash - split: 560520
 Total number of invoices: 135
 Total number of transactions: 181

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	169,116.26	169,116.26
Grand Totals:	169,116.26	169,116.26

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
2021 REFUNDS-UTILITIES (5169)							
170068003	Invoi	OVERPAYMENT REFUND ACCT #1-700680-03	46.28	Open	Non	12/21	001-15000
180054500	Invoi	OVERPAYMENT REFUND ACCT #1-800545-00	76.64	Open	Non	12/21	001-15000
Total 2021 REFUNDS-UTILITIES (5169):			122.92				
2021 TAX REFUNDS (5313)							
260031700	Invoi	2021 TAX REFUND	99.25	Open	Non	12/21	803-21215
260128602	Invoi	2021 TAX REFUND	172.10	Open	Non	12/21	803-21215
260133600	Invoi	2021 TAX REFUND	155.30	Open	Non	12/21	803-21215
260180100	Invoi	2021 TAX REFUND	281.49	Open	Non	12/21	803-21215
260180600	Invoi	2021 TAX REFUND	498.23	Open	Non	12/21	803-21215
260188000	Invoi	2021 TAX REFUND	65.03	Open	Non	12/21	803-21215
260214105	Invoi	2021 TAX REFUND	82.69	Open	Non	12/21	803-21215
260232800	Invoi	2021 TAX REFUND	97.71	Open	Non	12/21	803-21215
260252700	Invoi	2021 TAX REFUND	447.76	Open	Non	12/21	803-21215
260268000	Invoi	2021 TAX REFUND	196.07	Open	Non	12/21	803-21215
260315000	Invoi	2021 TAX REFUND	434.15	Open	Non	12/21	803-21215
260329300	Invoi	2021 TAX REFUND	287.36	Open	Non	12/21	803-21215
260334400	Invoi	2021 TAX REFUND	274.83	Open	Non	12/21	803-21215
Total 2021 TAX REFUNDS (5313):			3,091.97				
5 ALARM FIRE & SAFETY EQUIPMENT (4319)							
P00968	Invoi	SCBA FLOW TEST	131.96	Open	Non	12/21	101-52200-204
Total 5 ALARM FIRE & SAFETY EQUIPMENT (4319):			131.96				
A.P. PLUMBING LLC (297)							
7327	Invoi	INSTALLED NEW WATER HEATER	1,188.91	Open	Non	12/21	101-51650-245
Total A.P. PLUMBING LLC (297):			1,188.91				
AMERICAN FIDELITY ASSURANCE (4885)							
D394320	Invoi	DECEMBER BILLING	1,783.20	Open	Non	12/21	101-21367
Total AMERICAN FIDELITY ASSURANCE (4885):			1,783.20				
AT& T (409)							
92078873810963 1	Invoi	DEC/JAN SERVICE	17.58	Open	Non	12/21	207-52120-203
92078873810963 1	Invoi	DEC/JAN SERVICE	123.03	Open	Non	12/21	101-53310-203
92078873810963 1	Invoi	DEC/JAN SERVICE	17.58	Open	Non	12/21	204-55420-203
92078873810963 1	Invoi	DEC/JAN SERVICE	70.31	Open	Non	12/21	620-53924-203
92078873810963 1	Invoi	DEC/JAN SERVICE	52.72	Open	Non	12/21	206-55110-206
Total AT& T (409):			281.22				
ATLAS OUTFITTERS (5137)							
14473	Invoi	FORTUNA INFLATABLE BOAT	5,030.00	Open	Non	12/21	101-52200-213
Total ATLAS OUTFITTERS (5137):			5,030.00				
BAUMGART PLUMBING (57)							
5159	Invoi	REPAIR COPPER WATER LINE IN SURGE TANK A	629.64	Open	Non	12/21	204-55420-242
Total BAUMGART PLUMBING (57):			629.64				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
BAYCOM (1318)							
GO-02953-M8T0	Invoi	TEN MINITOR VI PAGERS	3,740.00	Open	Non	12/21	101-52200-221
Total BAYCOM (1318):			3,740.00				
BOARD OF COMMISSIONERS (24)							
LFV08-000804	Invoi	CONTRABAND FROM CASE LFV08-000804 TO TRU	260.00	Open	Non	12/21	207-52120-204
LFV14-023573	Invoi	CONTRABAND FROM CASE LFV14-023573 TO STA	40.00	Open	Non	12/21	207-52120-204
Total BOARD OF COMMISSIONERS (24):			300.00				
BROWNIES CARPET & UPHOLSTERY CLEANING (5249)							
121521	Invoi	CARPET CLEANING-VILLAGE HALL	495.60	Open	Non	12/21	101-51650-243
Total BROWNIES CARPET & UPHOLSTERY CLEANING (5249):			495.60				
CELLCOM (4683)							
714868	Invoi	IPAD STORM	23.59	Open	Non	12/21	630-53442-218
714868	Invoi	IPAD STREETS	47.18	Open	Non	12/21	101-53300-218
714868	Invoi	IPAD VEHICLE MAINTENANCE	23.59	Open	Non	12/21	101-53330-218
714868	Invoi	IPAD SANITARY SEWER	23.59	Open	Non	12/21	610-53612-218
714868	Invoi	ENGINEERING PHONE CHARGES	163.12	Open	Non	12/21	452-57331-203
714868	Invoi	DPW PHONE CHARGES	223.67	Open	Non	12/21	101-53310-203
714868	Invoi	PARKS PHONE CHARGES	55.36	Open	Non	12/21	101-55200-203
714868	Invoi	REC PHONE CHARGES	67.86	Open	Non	12/21	101-55300-203
714868	Invoi	FACILITIES PHONE CHARGES	28.03	Open	Non	12/21	101-51650-203
714868	Invoi	INSPECTOR PHONE CHARGES	28.03	Open	Non	12/21	101-52050-203
714868	Invoi	COMMUNITY DEVELOPER PHONE CHARGES	28.03	Open	Non	12/21	101-51530-203
714868	Invoi	ADMINISTRATION PHONE CHARGES	28.03	Open	Non	12/21	101-51400-203
Total CELLCOM (4683):			740.08				
CITY OF APPLETON (68)							
8305	Invoi	DECEMBER 2021 TRANSIT	7,477.00	Open	Non	12/21	101-51780-233
Total CITY OF APPLETON (68):			7,477.00				
DISTRICT 2, INC. (4778)							
3437	Invoi	REPLACED THE PUMP PRESSURE TRANSDUCER	2,280.87	Open	Non	12/21	101-52200-247
3438	Invoi	REPLACED NEW DIAL INDICATOR #3641	2,198.58	Open	Non	12/21	101-52200-247
Total DISTRICT 2, INC. (4778):			4,479.45				
EAST CENTRAL RPC (4993)							
122121	Invoi	SANITARY PERMIT REVIEW-'22 PINE ST PEDESTR	75.00	Open	Non	12/21	418-50232-204
Total EAST CENTRAL RPC (4993):			75.00				
KLINK HYDRAULICS LLC (5005)							
19492	Invoi	PARTS FOR BRINE SPRAYER	6.71	Open	Non	12/21	101-53350-218
Total KLINK HYDRAULICS LLC (5005):			6.71				
LEE'S CONTRACTING/FABRICATING (271)							
23433	Invoi	WATER EXTINGUISHERS, BRACKETS FOR TANK	1,860.00	Open	Non	12/21	101-52200-218

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
		Total LEE'S CONTRACTING/FABRICATING (271):	1,860.00				
LINDNER ACE HARDWARE LITTLE CHUTE (4702)							
272770-312001	Invoi	US FLAG SET	67.98	Open	Non	12/21	101-52200-219
272860-333011	Invoi	REPLACEMENT AIR HOSE FOR COMPRESSOR	24.58	Open	Non	12/21	207-52120-218
272873-333011	Invoi	CHRISTMAS PARADE SUPPLIES	3.99	Open	Non	12/21	207-52120-218
		Total LINDNER ACE HARDWARE LITTLE CHUTE (4702):	96.55				
MCMAHON ASSOCIATES INC (276)							
925131	Invoi	PHEASANT RUN STREAM CORRIDOR	950.20	Open	Non	12/21	630-51140-204
		Total MCMAHON ASSOCIATES INC (276):	950.20				
NEWS PUBLISHING CO INC (857)							
BE29624	Invoi	LIBRARY AD	50.75	Open	Non	12/21	206-55110-225
		Total NEWS PUBLISHING CO INC (857):	50.75				
OUTAGAMIE COUNTY TREASURER (486)							
1019038	Invoi	NOVEMBER FUEL BILL	27.99	Open	Non	12/21	630-53441-247
1019038	Invoi	NOVEMBER FUEL BILL	2,349.07	Open	Non	12/21	630-53442-247
1019038	Invoi	NOVEMBER FUEL BILL	3,488.81	Open	Non	12/21	201-53620-247
1019038	Invoi	NOVEMBER FUEL BILL	510.67	Open	Non	12/21	101-55200-247
1019038	Invoi	NOVEMBER FUEL BILL	552.80	Open	Non	12/21	101-55440-247
1019038	Invoi	NOVEMBER FUEL BILL	52.08	Open	Non	12/21	101-55300-247
1019038	Invoi	NOVEMBER FUEL BILL	1,503.27	Open	Non	12/21	101-52200-247
1019038	Invoi	NOVEMBER FUEL BILL	181.93	Open	Non	12/21	610-53612-247
1019038	Invoi	NOVEMBER FUEL BILL	276.78	Open	Non	12/21	620-53644-247
1019038	Invoi	NOVEMBER FUEL BILL	1,147.61	Open	Non	12/21	101-53330-217
		Total OUTAGAMIE COUNTY TREASURER (486):	10,091.01				
PLYMOUTH LUBRICANTS (4837)							
6188328	Invoi	HYDRAULIC OIL & DIESEL FLUID	2,033.80	Open	Non	12/21	101-53330-217
		Total PLYMOUTH LUBRICANTS (4837):	2,033.80				
SLATER, PAULA (3706)							
12/21 REIMBURSE-	Invoi	REIMBURSE METALLIC POMS	503.00	Open	Non	12/21	101-55300-218
		Total SLATER, PAULA (3706):	503.00				
STAPLES ADVANTAGE (3472)							
3495503666	Invoi	OFFICE SUPPLIES	36.59	Open	Non	12/21	101-51650-206
		Total STAPLES ADVANTAGE (3472):	36.59				
TIME WARNER CABLE (89)							
12/21 97368	Invoi	DECEMBER/JANUARY SERVICE	550.00	Open	Non	12/21	101-51650-203
		Total TIME WARNER CABLE (89):	550.00				
TLC SIGN (4053)							
32718	Invoi	HANGING SIGNS FOR LIBRARY RENOVATION	2,209.70	Open	Non	12/21	206-55110-306

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
		Total TLC SIGN (4053):	2,209.70				
T-MOBILE (5286)		975759487 12/21 Invoi INTERNET HOT SPOTS	176.40	Open	Non	12/21	206-55110-209
		Total T-MOBILE (5286):	176.40				
TOTAL TOOL SUPPLY INC (557)		6158049 Invoi NYLON SLING	14.55	Open	Non	12/21	630-53441-218
		TOTAL TOOL SUPPLY INC (557):	14.55				
UNIFIRST CORPORATION (4403)		0970345436 Invoi SHIRTS/PANTS	6.08	Open	Non	12/21	101-53330-213
		0970345436 Invoi LAUNDRY BAGS/WIPERS	10.20	Open	Non	12/21	101-53330-218
		Total UNIFIRST CORPORATION (4403):	16.28				
VANDE HEY COMPANY INC (558)		48439 Invoi TRIUMPH TULIPS	72.00	Open	Non	12/21	206-55110-205
		Total VANDE HEY COMPANY INC (558):	72.00				
VILLAGE OF KIMBERLY (998)		122221 Invoi KIMBERLY AUTO REFUSE AGREEMENT DUE	49,941.12	Open	Non	12/21	403-34302
		122221 Invoi BUYOUT VEHICLE #6 & #29 AUTO REFUSE AGRE	78,208.79	Open	Non	12/21	403-57324-303
		122221 Invoi BUYOUT KIMBERLY VEHICLE #32 AUTO REFUSE	5,345.32	Open	Non	12/21	403-39050
		Total VILLAGE OF KIMBERLY (998):	22,922.35				
WARRANT PAYMENTS (4565)		M21012059 Invoi WARRANT- HERRERA	535.00	Open	Non	12/21	207-21495
		Total WARRANT PAYMENTS (4565):	535.00				
Grand Totals:			71,691.84				

Report GL Period Summary

Vendor number hash: 173951
 Vendor number hash - split: 237873
 Total number of invoices: 49
 Total number of transactions: 76

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	71,691.84	71,691.84
Grand Totals:	71,691.84	71,691.84

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
2021 REFUNDS-MISCELLANEOUS (5180)							
122821	Invoi	CIVIC CENTER REFUND FOR 01/08/22	100.00	Open	Non	12/21	206-38211
Total 2021 REFUNDS-MISCELLANEOUS (5180):							
2021 TAX REFUNDS (5313)							
260057300	Invoi	2021 TAX REFUND	1,310.89	Open	Non	12/21	803-21215
260060100	Invoi	2021 TAX REFUND	88.84	Open	Non	12/21	803-21215
260116800	Invoi	2021 TAX REFUND	105.15	Open	Non	12/21	803-21215
260147100	Invoi	2021 TAX REFUND	632.16	Open	Non	12/21	803-21215
260154200	Invoi	2021 TAX REFUND	111.98	Open	Non	12/21	803-21215
260177000	Invoi	2021 TAX REFUND	254.24	Open	Non	12/21	803-21215
260179200	Invoi	2021 TAX REFUND	336.31	Open	Non	12/21	803-21215
260213903	Invoi	2021 TAX REFUND	145.05	Open	Non	12/21	803-21215
260214103	Invoi	2021 TAX REFUND	356.01	Open	Non	12/21	803-21215
260244900	Invoi	2021 TAX REFUND	180.94	Open	Non	12/21	803-21215
260247500	Invoi	2021 TAX REFUND	156.18	Open	Non	12/21	803-21215
260265800	Invoi	2021 TAX REFUND	168.97	Open	Non	12/21	803-21215
260300300	Invoi	2021 TAX REFUND	575.26	Open	Non	12/21	803-21215
260330900	Invoi	2021 TAX REFUND	415.44	Open	Non	12/21	803-21215
260418700	Invoi	2021 TAX REFUND	558.63	Open	Non	12/21	803-21215
260427500	Invoi	2021 TAX REFUND	298.85	Open	Non	12/21	803-21215
260429100	Invoi	2021 TAX REFUND	258.37	Open	Non	12/21	803-21215
260448400	Invoi	2021 TAX REFUND	1,788.29	Open	Non	12/21	803-21215
Total 2021 TAX REFUNDS (5313):							
5 ALARM FIRE & SAFETY EQUIPMENT (4319)							
P01107	Invoi	PREVENTATIVE MAINTENANCE	755.00	Open	Non	12/21	101-52200-204
Total 5 ALARM FIRE & SAFETY EQUIPMENT (4319):							
AMERICAN FIDELITY ASSURANCE (4885)							
6019280	Invoi	FLEX SPENDING DECEMBER	1,507.99	Open	Non	12/21	101-21368
6040706	Invoi	FLEX SPENDING DECEMBER	1,507.99	Open	Non	12/21	101-21368
Total AMERICAN FIDELITY ASSURANCE (4885):							
ASTRO HYDRAULICS INC (5181)							
69909	Invoi	REPAIR CYLINDER #41	987.90	Open	Non	12/21	101-53330-204
Total ASTRO HYDRAULICS INC (5181):							
AUTOMOTIVE SUPPLY (121)							
60922909	Invoi	RADIAL SEAL INNER AIR ELEMENT	65.65	Open	Non	12/21	101-53330-218
Total AUTOMOTIVE SUPPLY (121):							
BELCO VEHICLE SOLUTIONS LLC (4998)							
6748	Invoi	TABLET CRADLE AND POLE MOUNT	181.05	Open	Non	12/21	101-52200-247
Total BELCO VEHICLE SOLUTIONS LLC (4998):							
CONWAY SHIELD (3828)							
485161	Invoi	BLACKINTON BADGE NICKEL	66.50	Open	Non	12/21	101-52200-213

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Total CONWAY SHIELD (3828):			66.50				
DELTA DENTAL OF WISCONSIN (33)							
1705728	Invoi	JANUARY DENTAL	6,552.21	Open	Non	12/21	101-21345
1709579	Invoi	JANUARY VISION	444.57	Open	Non	12/21	101-21366
Total DELTA DENTAL OF WISCONSIN (33):			6,996.78				
DONALD HIETPAS & SONS INC. (209)							
090321	Invoi	FINISHED VALVE BOX REPAIRS ON MADISON ST	1,355.93	Open	Non	12/21	452-51224-263
090321-1	Invoi	REPAIRED VALVE BOXES ON MADISON FROM "O	5,121.48	Open	Non	12/21	452-51224-263
Total DONALD HIETPAS & SONS INC. (209):			6,477.41				
FASTENAL COMPANY (847)							
WIKIM270801	Invoi	HARDWARE	.79	Open	Non	12/21	620-53644-250
WIKIM270835	Invoi	HARDWARE	42.42	Open	Non	12/21	620-53644-250
Total FASTENAL COMPANY (847):			43.21				
FERGUSON WATERWORKS LLC #1476 (221)							
350309	Invoi	STAINLESS STEEL CLAMPS	251.79	Open	Non	12/21	620-53644-251
350570	Invoi	CURB BOX, GATE VALVE, CLAMPS, PLUGS	3,627.40	Open	Non	12/21	620-53644-251
350570	Invoi	CURB BOX, GATE VALVE, CLAMPS, PLUGS	365.00	Open	Non	12/21	620-53644-252
350754	Invoi	TRAFFIC REPAIR KIT	369.05	Open	Non	12/21	620-53644-254
Total FERGUSON WATERWORKS LLC #1476 (221):			4,613.24				
J.F. AHERN CO (2011)							
476827	Invoi	ANNUAL INSPECTION - FIRE EXTINGUISHERS	96.65	Open	Non	12/21	206-55110-243
476828	Invoi	ANNUAL INSPECTION - FIRE EXTINGUISHERS	313.10	Open	Non	12/21	101-51650-243
Total J.F. AHERN CO (2011):			409.75				
KAUKAUNA UTILITIES (234)							
DECEMBER 2021	Invoi	1800 STEPHEN ST STORM	337.20	Open	Non	12/21	630-53441-249
DECEMBER 2021	Invoi	DOYLE PARK WELL	3,348.55	Open	Non	12/21	620-53624-249
DECEMBER 2021	Invoi	723 DEPOT ST	21.29	Open	Non	12/21	418-51225-249
DECEMBER 2021	Invoi	422 W NORTH AVE	13.18	Open	Non	12/21	630-51214-204
DECEMBER 2021	Invoi	721 W ELM	190.55	Open	Non	12/21	208-52900-249
DECEMBER 2021	Invoi	1401 E ELM DR	1,120.52	Open	Non	12/21	101-53310-249
DECEMBER 2021	Invoi	STEPHEN ST SIGN	16.24	Open	Non	12/21	101-53300-249
DECEMBER 2021	Invoi	SIGNALS/NE CORNER N & ELM	101.49	Open	Non	12/21	101-53300-249
DECEMBER 2021	Invoi	PATRIOT DR FLAG POLE	36.50	Open	Non	12/21	101-53300-249
DECEMBER 2021	Invoi	SIGNALS/NORTH & BUCHANAN	35.04	Open	Non	12/21	101-53300-249
DECEMBER 2021	Invoi	STREET LIGHTING	9,828.61	Open	Non	12/21	101-53300-249
DECEMBER 2021	Invoi	SIGNALS/MAIN & MADISON	46.98	Open	Non	12/21	101-53300-249
DECEMBER 2021	Invoi	COMMUNITY BRIDGE LIGHTING	186.51	Open	Non	12/21	101-53300-249
DECEMBER 2021	Invoi	SIGNALS/GRAND & MAIN	47.31	Open	Non	12/21	101-53300-249
DECEMBER 2021	Invoi	SECURITY LIGHT	14.60	Open	Non	12/21	101-53300-249
DECEMBER 2021	Invoi	CANAL BRIDGE - SOUTH SIDE	40.34	Open	Non	12/21	101-53300-249
DECEMBER 2021	Invoi	CANAL BRIDGE - NORTH SIDE	19.28	Open	Non	12/21	101-53300-249
DECEMBER 2021	Invoi	STEPHEN ST TOWER/LIGHTING	238.29	Open	Non	12/21	620-53624-249
DECEMBER 2021	Invoi	#3 WELL WASHINGTON ST	2,002.45	Open	Non	12/21	620-53624-249
DECEMBER 2021	Invoi	#4 WELL EVERGREEN DRIVE	4,884.46	Open	Non	12/21	620-53624-249
DECEMBER 2021	Invoi	PUMP STATION JEFFERSON ST	1,001.83	Open	Non	12/21	620-53624-249

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
DECEMBER 2021	Invoi	LINCOLN AVE E HEESAKKER PARK	263.05	Open	Non	12/21	101-55200-249
DECEMBER 2021	Invoi	VAN LIESHOUT PK SECURITY LT	70.94	Open	Non	12/21	101-55200-249
DECEMBER 2021	Invoi	VAN LIESHOUT BALLFIELD	178.22	Open	Non	12/21	101-55200-249
DECEMBER 2021	Invoi	VAN LIESHOUT PARK	100.91	Open	Non	12/21	101-55200-249
DECEMBER 2021	Invoi	LEGION PARK RESTROOMS	120.12	Open	Non	12/21	101-55200-249
DECEMBER 2021	Invoi	HERITAGE PARK	24.57	Open	Non	12/21	101-55200-249
DECEMBER 2021	Invoi	HEESAKKER PARK TRAIL	32.33	Open	Non	12/21	101-55200-249
DECEMBER 2021	Invoi	DOYLE PARK BALLFIELD DP2 LIGHT	63.52	Open	Non	12/21	101-55200-249
DECEMBER 2021	Invoi	DOYLE PARK STAGE	64.10	Open	Non	12/21	101-55200-249
DECEMBER 2021	Invoi	BALLFIELD DPI/SHED LIGHTS	61.73	Open	Non	12/21	101-55200-249
DECEMBER 2021	Invoi	MUNICIPAL POOL	57.90	Open	Non	12/21	204-55420-249
DECEMBER 2021	Invoi	CIVIC CENTER	1,031.69	Open	Non	12/21	206-55110-249
DECEMBER 2021	Invoi	VILLAGE HALL	962.06	Open	Non	12/21	101-51650-249
DECEMBER 2021	Invoi	VILLAGE HALL PLAZA	16.35	Open	Non	12/21	101-51650-249
DECEMBER 2021	Invoi	SAFETY CENTER	448.92	Open	Non	12/21	101-52250-249
DECEMBER 2021	Invoi	SAFETY CENTER	673.38	Open	Non	12/21	207-52120-249
Total KAUKAUNA UTILITIES (234):			27,701.01				
LE NOBLE, TRASK (5030)							
12/21 REIMBURSE	Invoi	REIMBURSE BOOKS FOR DRIVER/OPERATOR CO	359.28	Open	Non	12/21	101-52200-208
Total LE NOBLE, TRASK (5030):			359.28				
LINDNER ACE HARDWARE LITTLE CHUTE (4702)							
272773-325001	Invoi	DUCT TAPE	9.99	Open	Non	12/21	207-52120-242
272891-325001	Invoi	PROPANE	59.05	Open	Non	12/21	101-53330-217
272899-325001	Invoi	STREET PAINT	16.99	Open	Non	12/21	101-53300-218
272905-325001	Invoi	SCISSORS AND PAINT	37.97	Open	Non	12/21	206-55110-242
272907-325001	Invoi	MASTER KEY	3.58	Open	Non	12/21	630-53442-218
272909-325001	Invoi	PART FOR #155	2.79	Open	Non	12/21	101-53330-225
272921-325001	Invoi	SNOW PUSHER BLADE	127.97	Open	Non	12/21	101-52250-244
272969-325001	Invoi	FASTENERS	1.65	Open	Non	12/21	101-53300-218
272976-325001	Invoi	WOODEN DOWELS	7.98	Open	Non	12/21	101-55300-206
273022-325001	Invoi	RV ANTIFREEZE AND HEX KEY SET	87.29	Open	Non	12/21	101-55200-221
273049-325001	Invoi	FUEL STABILIZER	51.96	Open	Non	12/21	101-53330-218
273059-325001	Invoi	ITEMS TO ORGANIZE MSB	116.70	Open	Non	12/21	101-53330-218
273060-325001	Invoi	CLEANING SUPPLIES	15.96	Open	Non	12/21	208-52900-222
273107-325001	Invoi	FASTENERS #80	12.28	Open	Non	12/21	101-53330-225
273149-325001	Invoi	PARTS FOR PUMP	12.98	Open	Non	12/21	630-53441-218
Total LINDNER ACE HARDWARE LITTLE CHUTE (4702):			565.14				
MARSARS WATER RESCUE SYSTEMS INC (5316)							
13173	Invoi	ICE RESCUE SAFETY SHUTTLE	3,296.59	Open	Non	12/21	101-52200-213
Total MARSARS WATER RESCUE SYSTEMS INC (5316):			3,296.59				
MENARDS - APPLETON EAST (319)							
13205	Invoi	ITEMS TO REPAIR MAILBOX	67.01	Open	Non	12/21	101-53350-218
13338	Invoi	TARP FOR SALT BIN	199.98	Open	Non	12/21	101-53350-218
13536	Invoi	ALL PURPOSE ANCHORS	52.90	Open	Non	12/21	206-55110-242
Total MENARDS - APPLETON EAST (319):			319.89				
MIDWEST SALT LLC (5001)							
P460626	Invoi	INDUSTRIAL SOUTHERN COARSE SALT	2,720.00	Open	Non	12/21	620-53634-224

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
		Total MIDWEST SALT LLC (5001):	2,720.00				
MSA PROFESSIONAL SERVICES INC (5266)	R08064014.0-4	Invoi VLC TRANSPORTATION & STREET FUNDING FEA	6,960.00	Open	Non	12/21	216-50100-204
		Total MSA PROFESSIONAL SERVICES INC (5266):	6,960.00				
NIELSON COMMUNICATIONS INC (3642)	AR24230	Invoi REPAIR MSB RADIOS	148.75	Open	Non	12/21	101-53310-204
		Total NIELSON COMMUNICATIONS INC (3642):	148.75				
SCHWAAB INC (1925)	D018006	Invoi DOUBLE NAMEPLATE HOLDER	65.34	Open	Non	12/21	101-51440-206
		Total SCHWAAB INC (1925):	65.34				
SERVICE MOTOR COMPANY (1484)	P57235	Invoi AXLE SEALS #42	308.08	Open	Non	12/21	101-53330-225
	P57261	Invoi BEARING #42	141.52	Open	Non	12/21	101-53330-225
		Total SERVICE MOTOR COMPANY (1484):	449.60				
TIME WARNER CABLE (89)	12/21 20279	Invoi DECEMBER/JANUARY SERVICE	106.16	Open	Non	12/21	620-53924-203
	12/21 83897	Invoi DECEMBER/JANUARY SERVICE	61.96	Open	Non	12/21	101-52200-203
		Total TIME WARNER CABLE (89):	168.12				
TOTAL TOOL SUPPLY INC (557)	6158141	Invoi NYLON SLING	23.28	Open	Non	12/21	630-53441-218
		TOTAL TOOL SUPPLY INC (557):	23.28				
VERIZON WIRELESS (3606)	9895055721	Invoi NOVEMBER/DECEMBER SERVICE	75.77	Open	Non	12/21	620-53924-203
		Total VERIZON WIRELESS (3606):	75.77				
VILLAGE OF LITTLE CHUTE (1404)							
DECEMBER 2021	Invoi	SAFETY CENTER	265.54	Open	Non	12/21	207-52120-249
DECEMBER 2021	Invoi	SAFETY CENTER	66.39	Open	Non	12/21	101-52250-249
DECEMBER 2021	Invoi	GB & MISS CANAL CO	4.95	Open	Non	12/21	101-51780-249
DECEMBER 2021	Invoi	VILLAGE HALL	134.48	Open	Non	12/21	101-51650-249
DECEMBER 2021	Invoi	CIVIC CENTER	320.35	Open	Non	12/21	206-55110-249
DECEMBER 2021	Invoi	HERITAGE PARK	5.78	Open	Non	12/21	101-55200-249
DECEMBER 2021	Invoi	LEGION PARK RESTROOMS	367.95	Open	Non	12/21	101-55200-249
DECEMBER 2021	Invoi	VAN LIESHOUT PARK	120.45	Open	Non	12/21	101-55200-249
DECEMBER 2021	Invoi	1509 E LINCOLN-ICE RINK	18.90	Open	Non	12/21	101-55200-249
DECEMBER 2021	Invoi	HEESAKKER PARK RESTROOM	53.49	Open	Non	12/21	101-55200-249
DECEMBER 2021	Invoi	DOYLE PARK POOL/RESTROOMS	293.29	Open	Non	12/21	101-55200-249
DECEMBER 2021	Invoi	DOYLE PARK POOL/RESTROOMS	293.29	Open	Non	12/21	204-55420-249
DECEMBER 2021	Invoi	DOYLE PARK POOL	28.78	Open	Non	12/21	204-55420-249
DECEMBER 2021	Invoi	PUMP STATION JEFFERSON ST	36.82	Open	Non	12/21	620-53624-249
DECEMBER 2021	Invoi	DOYLE PARK WELL #1	12.37	Open	Non	12/21	620-53624-249
DECEMBER 2021	Invoi	#3 WELL WASHINGTON ST	12.38	Open	Non	12/21	620-53624-249

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
DECEMBER 2021	Invoi	715 DEPOT ST	42.08	Open	Non	12/21	418-57800-204
DECEMBER 2021	Invoi	723 DEPOT ST	14.53	Open	Non	12/21	418-51225-249
DECEMBER 2021	Invoi	1401 E ELM DR	901.17	Open	Non	12/21	101-53310-249
DECEMBER 2021	Invoi	721 W ELM DR	20.40	Open	Non	12/21	208-52900-249
DECEMBER 2021	Invoi	3609 FREEDOM RD	18.15	Open	Non	12/21	630-53441-249
Total VILLAGE OF LITTLE CHUTE (1404):			3,031.54				
WI ECONOMIC DEVELOPMENT CORP (4477)							
5867	Invoi	CONNECT COMMUNITIES FY22 PARTICIPATION F	200.00	Open	Non	12/21	101-56700-208
Total WI ECONOMIC DEVELOPMENT CORP (4477):			200.00				
Grand Totals:			77,538.34				

Report GL Period Summary

Vendor number hash: 246985
 Vendor number hash - split: 283710
 Total number of invoices: 70
 Total number of transactions: 127

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	77,538.34	77,538.34
Grand Totals:	77,538.34	77,538.34

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
AIRGAS USA LLC 9984837989	CYLINDER LEASE RENEWAL 01/01/22 - 12/31/22	181.50	01/22	101-53330-218
Total AIRGAS USA LLC:		181.50		
AMERICAN WATER WORKS ASSOCIATION 7001957750	STANDARDS REVISIONS-PAPER UPDATE SERVIC	875.00	01/22	620-53924-208
Total AMERICAN WATER WORKS ASSOCIATION:		875.00		
ELECTION SYSTEMS & SOFTWARE CD2013328	VOTING MACHINE ANNUAL MAINTENANCE AGRE	1,535.00	01/22	101-51440-204
Total ELECTION SYSTEMS & SOFTWARE:		1,535.00		
FOX CITIES CHAMBER OF COMMERCE 61460	CONNECT LEVEL MEMBERSHIP	200.00	01/22	101-51400-208
Total FOX CITIES CHAMBER OF COMMERCE:		200.00		
FOX CITIES CONVENTION & VISITORS BUREAU 2022GUIDEVGLC	2022 FOX CITIES VISITORS GUIDE ADVERTISING	1,200.00	01/22	209-56900-227
Total FOX CITIES CONVENTION & VISITORS BUREAU:		1,200.00		
GANNET WISCONSIN MEDIA #1014 PC0046461-2022	2022 SUBSCRIPTION	243.76	01/22	101-51400-207
Total GANNET WISCONSIN MEDIA #1014:		243.76		
GSB 232918124	2022 GROUP TERM LIFE	6,137.60	01/22	101-52200-104
Total GSB:		6,137.60		
LEAGUE OF WI MUNICIPALITIES 10281-22	2022 STANDARD DUES	3,876.49	01/22	101-51110-208
Total LEAGUE OF WI MUNICIPALITIES:		3,876.49		
MCCLONE 5978	YEAR 1 GROUP ACCIDENT INSURANCE	2,560.00	01/22	101-52200-220
Total MCCLONE:		2,560.00		
NORTHEAST WI STORMWATER CONSORTIUM 2430	NEWSC MEMBERSHIP-2022	1,820.00	01/22	630-53444-225
Total NORTHEAST WI STORMWATER CONSORTIUM:		1,820.00		
OUTAGAMIE COUNTY TREASURER 010122	2021 ERU BASE CHARGE-VANDENBROEK	3,163.54	01/22	630-53440-410

Invoice	Description	Total Cost	Period	GL Account
	Total OUTAGAMIE COUNTY TREASURER:	3,163.54		
PRIMADATA LLC				
JANUARY 2022	JANUARY POSTCARD POSTAGE	300.00	01/22	201-53620-226
JANUARY 2022	JANUARY POSTCARD POSTAGE	300.00	01/22	610-53613-226
JANUARY 2022	JANUARY POSTCARD POSTAGE	300.00	01/22	620-53904-226
JANUARY 2022	JANUARY POSTCARD POSTAGE	300.00	01/22	630-53443-226
	Total PRIMADATA LLC:	1,200.00		
REBOUND				
1841	ANNUAL SERVICE AGREEMENT 1/1/22 - 12/31/22	20,925.00	01/22	101-51900-230
	Total REBOUND:	20,925.00		
TIMES-VILLAGER				
010122-MSB	1 YEAR RENEWAL-MSB	36.00	01/22	101-53100-208
	Total TIMES-VILLAGER:	36.00		
TITAN PUBLIC SAFETY SOLUTIONS, LLC				
5324	2022 TIPPS ANNUAL SUPPORT FEE	5,495.00	01/22	101-51680-204
	Total TITAN PUBLIC SAFETY SOLUTIONS, LLC:	5,495.00		
WI DEPT OF REVENUE				
010122	MANUFACTURING ASSESSMENT FEE	6,906.80	01/22	101-51530-204
	Total WI DEPT OF REVENUE:	6,906.80		
WORKHORSE SOFTWARE SERVICES				
4448	2022 SUPPORT FOR SPECIAL ASSESSMENTS	700.00	01/22	452-57331-204
	Total WORKHORSE SOFTWARE SERVICES:	700.00		
Grand Totals:		57,055.69		

Report GL Period Summary

Vendor number hash: 47010
 Vendor number hash - split: 61023
 Total number of invoices: 17
 Total number of transactions: 20

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	57,055.69	57,055.69
Grand Totals:	57,055.69	57,055.69

Terms Description	Invoice Amount	Net Invoice Amount
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Report Criteria:Invoice Detail.Voided = {=} FALSE

Village of Little Chute
INFORMATION FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: Sewer Rate Study Request for Proposal (RFP)

PREPARED BY: Lisa Remiker-DeWall, Finance Director

REPORT DATE: December 28, 2021

ADMINISTRATOR'S REVIEW/COMMENTS:

No additional comments to this report: _____

See additional comments attached:

The RFP was sent to five vendors. The attached scoring matrix excerpt from the RFP details the scoring evaluation. The review team consisted of the Department of Public Works Director, Village Administrator and Finance Director.

Scoring results (average of three evaluators):

Baker Tilly	77
Ehlers	76
Kerber Rose	78
Trilogy Consulting	91

CLA did not respond to RFP.

Based on the thoroughness of proposals, reference checks and agreement by reviewers of the top choice, the interview step was omitted. Value factors for the winning proposal include level of detail, focus on class of customers, strength component factors, eye to upcoming regulations, thorough understanding of relationship with Heart of Valley Metropolitan Sewer District/familiarity of interceptor project, view on fairness and equity to include options to consider within this framework. Trilogy Consulting has recently developed a niche in the rate study market due to concentration of technical expertise to this segment of their services offered. Principals are active in relevant organizations, authoring recommendations for the AWWA Manual M-1 Principles of Water Rates, Fees and Charges and utility reserve policies best practices. Both principals have experience in ordinance drafting, review and updating.

Trilogy has strong recent references of various size communities across Wisconsin including a legal reference.

RECOMMENDATION: Award the Village contract for the Sewer Rate Study to Trilogy Consulting, LLC.

1. Executive Summary- This section, limited to two (2) pages or less, should contain a description of the firm: history, ownership, market strengths, services offered, etc.; the general approach to the proposal; and a brief statement regarding your interest in this project.
2. Qualifications- This section should describe the specific qualifications of the firm to successfully complete the project; including, but not necessarily limited to:
 - a) A statement of the firm's particular abilities and qualifications related to this project, and those of subcontractors, if applicable.
 - b) Resumes and experience of key personnel (and subcontractors, if applicable) to be assigned to this project. Prior notification of any change in personnel assigned to the project once awarded is required.
 - c) Description of other similar engagements by the firm, key personnel or subcontractors pertinent to this project. Include specific experience on past projects working with wastewater utilities.
 - d) A list of relevant references that we may contact should be submitted at the end of the proposal, in section 5. Other Submittals (see below).
3. Scope of Services- Use this section to fully address the requirements listed in Scope of Services (Section II) above. This should be a services plan identifying and defining specific tasks and milestones to be accomplished, and a corresponding proposed project schedule. Approximate staff hours should be defined to indicate the estimated level of effort and the division of work between key personnel (see 2.b. above), other firm staff, or subcontractors, if any. Any services or tasks the firm feels should be part of the project but are not listed in the Scope of Services (Section II above) may be proposed but should be clearly identified as "optional" or "suggested," and will be considered separately from the main proposal.
4. Fees- This part of the proposal shall contain the fee schedule for the services **expressed as numbers of hours and hourly fees for each classification of personnel identified in the Scope of Services. The total of the extended costs shall be considered the "not to exceed" cost for the scope of work under the contract.** NOTE: This should be submitted in a separate document clearly marked: "Fee Schedule – Wastewater Rate Study." Fees must include all costs associated with the work effort, including travel, materials, and other expenses.
5. Other Submittals – This will include completed Exhibit "A" Submittal Agreement, list of references, and any other materials the firm believes the Village should take into consideration when evaluating the firm's qualifications. However, elaborate brochures or voluminous examples are neither required nor desired.

Evaluation of Proposals

A panel of Village of Little Chute department representatives will evaluate proposals and conduct secondary interviews if deemed necessary. The panel will assign a numerically weighted score to each proposal based upon the following criteria:

Executive Summary	10 points
Qualifications	25 points
Scope of Services	30 points
Fees	20 points
Other Submittals	<u>15 points</u>
	100 points total possible

In addition to the above, extra points not to exceed 5% of the total point possible (extra 5 points) may be assigned to proposals from firms with identifiable local advantages.

The Evaluation Panel will require an estimated ten working days after the proposal due date to evaluate proposals. Thereafter, interview(s) may be conducted, and an award recommendation will be presented to the appropriate committee(s) of the Village of Little Chute for approval, and all proposing firms will be advised of the recommendation.

Since the final contract award requires the approval of the Utilities Committee, proposers are advised that these officials have the right to terminate or modify the contract or project scope, subject to agreement by the selected firm.

Proposal—Wastewater Utility Rate Study

Village of Little Chute, Wisconsin



Submitted by Trilogy Consulting, LLC

December 17, 2021

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Executive Summary

169 E. Wisconsin Ave., Suite R
Oconomowoc, WI 53066
Phone: 262-440-2277
Fax: 262-436-2102
Email: ccramer@trilogy-llc.com



Trilogy Consulting, LLC offers local governments and utilities an objective, independent perspective on planning, administrative and financial issues. Our core services include sewer, storm water and water user charge rate studies and financial plans; utility customer demand studies; funding for capital improvement plans; economic feasibility studies; ordinance preparation; intergovernmental cooperation studies and agreements; impact fees; and specialized economic and policy analysis.

Trilogy was formed in November 2011 and is jointly owned by our principals, Erik Granum and Christine DeMaster. Prior to forming Trilogy, Christine worked at Ruekert/Mielke from 1997 through 2011, and Erik worked at Ruekert/Mielke from 2007 through 2011. Together, Erik and Christine have 38 years of experience working with dozens of municipalities on a wide variety of issues related to managing, operating, regulating and funding local government infrastructure and services, particularly sanitary sewer service, water service and stormwater management. We do not have any additional staff so all of our consulting services are provided by our principals. As owners of the company, we are passionate about working alongside you to find the best solutions and achieve your goals.

Trilogy Consulting, as well as each of our principals, is a registered municipal advisor with the Securities Exchange Commission and Municipal Securities Rulemaking Board. This registration is required for professionals offering advice regarding the potential issuance of municipal bonds to finance capital improvements. Both Christine and Erik have passed the MSRB's Series 50 Exam for Municipal Advisor Representatives. As registered municipal advisors, we provide independent advice to our client communities regarding potential funding and financial plans.

Both Erik and Christine have completed the American Water Works Association Cost-of-Service Ratemaking course and are members of the Association, with Christine serving on the AWWA Rates and Charges Committee. Christine recently co-authored an AWWA paper discussing water and wastewater utility reserve policies.

We are excited for the opportunity to offer our services on this project for the Village of Little Chute.

Our general approach to this project is as follows:

1. Develop wastewater rates that:
 - a) Are fair and equitable to all customer classes;
 - b) Are based on analysis of system and customer demand and waste characteristics;
 - c) Generate sufficient revenues to cover all O&M expenses, current and future principal and interest payments, bond coverage requirements, system replacement costs and other capital outlay covered with operating revenues;

Executive Summary



- d) Allow the Utility to finance capital projects in a manner that keeps the financing costs and rate impacts as low as possible.
- 2. Present the proposed rates, in both a written report and verbal presentations to the Village Utilities Commission and general public, in a manner that:
 - a) Is clear, concise and easy to understand;
 - b) Provides thorough background data that supports the rate recommendations;
 - c) Persuasively demonstrates the need for the proposed rates.
- 3. Provide written documentation of the rate studies that the Village can use to:
 - a) Guide rate recommendations and demonstrate that the rates are necessary, fair, and based on the cost to provide service;
 - b) Compare to rates of surrounding peer communities;
 - c) Obtain financing for capital projects;
 - d) Plan for future rate increases through 2027.

Qualifications



Specific Qualifications Related to Your Project

Trilogy and our principals' qualifications and experience related to this project includes:

- Preparing dozens of water and sewer rate studies and financial plans for municipal utilities.
- Preparing wastewater cost of service studies according to industry accepted methods that meet EPA and DNR definitions of a 'user charge system', allocating costs to billable volume, infiltration and inflow, customer costs, BOD, TSS, Phosphorus, Ammonia, and other parameters as needed.
- Experience preparing wastewater rate studies for Wisconsin utilities serving high strength customers, such as Appleton, Fort Atkinson, La Crosse, Racine, Kenosha, Sussex, and Oconomowoc.
- Familiarity with the cost allocation method and sewer rate structure used by the Heart of the Valley Metropolitan Sewerage District to charge its member communities.
- Development of sewer rates for fixed charges (flat or equivalent meter), domestic strength volume, sampled industrial high strength customers, classified (but not sampled) high strength customers, landfills, and septic and hauled waste.
- Detailed analysis of wastewater treatment plant influent flows and wastestrengths compared to customer billed usage to estimate and/or adjust infiltration and inflow and wastestrength assumptions.
- Preparing long-range financial plans for utilities that incorporate forecasts of changes in customer demand and expenses, alternative funding plans for capital improvements, existing and recommended cash reserve levels, debt service, and debt coverage, in order to forecast future rate increases and test the sensitivity of changes in capital financing, customer demand and other variables.
- Experience preparing utility financial plans with similar funding challenges as those faced by Little Chute, such as Appleton, La Crosse, Mukwonago, Grafton, Fort Atkinson, Port Washington, and River Falls, Wisconsin.

Resumes of our principals, who will be performing all work on this project, are on the following pages.

Christine A. DeMaster

Principal / Senior Consultant

169 E. Wisconsin Ave., Suite R
Oconomowoc, WI 53066
Phone: 262-470-2277
Fax: 262-436-2102
Email: ccramer@trilogy-llc.com



Christine has been a consultant to local governments and utilities since 1997, providing analysis and advice on a wide variety of planning, economic and fiscal issues. While her work experience varies widely the common theme is a focus on helping local governments and utilities develop fair and equitable long-term plans and policies.

Christine is a member of the national and Wisconsin chapter of the American Water Works Association, and has served on the AWWA Rates and Charges Committee and sub-committees charged with developing recommendations for utility reserve policies and preparing revisions to the AWWA Manual M-1 Principles of Water Rates, Fees and Charges.

Recent presentations and publications include:

- “Depreciation Funding; Bond Financing; Pay As You Go, What’s Best?”, Infrastructure Renewal Engineering & Ethics Seminar, WIAWWA, November 2018
- “Utility Cash Reserves”, Money Matters Column, Journal of the American Water Works Association, April 2018

Expertise

- Water and Sewer Rate Studies
- Cost-of-Service Rate Studies
- Specialized Rate Design, including Conservation Water Rates and High-Strength Sewer Rates
- Capital Infrastructure Cost Allocations
- Storm Water Utility Rate Studies and Development
- Public Facilities Needs Assessments and Impact Fee Studies
- Utility Creation and Acquisition Feasibility Studies
- Redevelopment, Site and General Planning Services
- Long-Term Capital Infrastructure Planning and Financial Analysis
- Tax Incremental Financing Planning and Analysis
- Expert Witness Testimony and Litigation Support
- Specialized Economic and Statistical Analysis
- Public Policy Research and Analysis
- Ordinance Drafting, Review and Updating
- Fiscal Impact Analysis
- Analysis of New Funding Methods
- Grant Funding Research and Preparation of Applications
- Landfill Siting Analysis & Negotiations

Education:

- Master’s of Urban Planning, University of Wisconsin—Milwaukee, 1997
- Bachelor of Science, Physics, Carroll College, 1994

Professional Affiliations:

- American Planning Association, Wisconsin Chapter
- American Water Works Association, Wisconsin Chapter

Professional Certification:

- Municipal Securities Rulemaking Board Series 50 Exam
- Municipal Securities Rulemaking Board Series 54 Exam

Christine A. DeMaster

Experience



Utility Rate Studies and Financial Plans Completed with Trilogy Consulting

Algoma Sanitary District No. 1—Wholesale sewer rate analysis for treatment charges from City of Oshkosh—2021

City of Appleton, WI – Sewer Rate Study—2020

City of Ashland—Water Rate Study and Sewer Rate Study—2016

Town of Beloit—Sewer Rate Study—2013; 2018; 2020

Town of Beloit—Funding Plan for West Bank Sewer and Water Extension—2015-2016

Village of Cary, IL—Water and Sewer Rate Study—2012; 2016

Town of Clayton, WI—Sewer and Water Infrastructure Funding Study—2021

Central Brown County Water Authority—water rate consulting for service agreement with Manitowoc—2017-2018

Village of Dousman—Financing plan for major sewer and water main replacements—2012

Village of Dousman—Water Rate Study—2013

City of Fort Atkinson, WI—Water and Sewer Rate Study—2020

Village of Grafton—Water and Sewer Rate Study—2017; Sewer Rate Updates—2018, 2019, 2020

Green Bay Water Utility—Cost of service study and rate design for retail and wholesale water rates—2018, 2020

Heart of the Valley Metropolitan Sewerage District—Analysis of proposed allocation of debt service for interceptor sewer rehabilitation project—2021

City of Hudson, WI—Sewer Rate Study—2020

City of Hudson, WI—Water Rate Case, Update Water Service Agreement with North Hudson—2021

Janesville Water Utility—Long range financial plan, cost of service study and rate design for water rates—2018 / 2019

La Crosse Wastewater Utility—Wastewater Rate Study—2019; Wastewater Rate Study Update—2020; Support for Negotiation of New Wholesale Service Agreements—2020/21

Lake Zurich, IL—Sewer and Water Rate Study—2011

Village of Libertyville—Village of Mundelein, IL—Financial Analysis of WWTP Consolidation—2018

Madison Water Utility—Customer Demand Study—2014

Madison Water Utility—Water Rate Study, Financial Plan and Water Rate Case—2014-2015

Madison Water Utility—Water Rate Study, Financial Plan and Contested Water Rate Case—2017

Madison Water Utility, WI—Water Rate Study—2019

Madison Water Utility, WI—Water Rate Study with Request for Expense Depreciation and Customer Assistance Program—2021

Village of Menomonee Falls—Sewer Rate Study—2017

Milwaukee Water Works—Customer Demand Study—2013; Update—2015-present

Milwaukee Water Works—Contested Water Rate Case—2014

Milwaukee Water Works—Negotiations with wholesale customers for cost of service design—2015-present

Milwaukee Water Works—Review of PSC Public Fire Protection Charge Study—2015-2016

Milwaukee Water Works, WI—Water Rate Case—2021

Village of Mukwonago—Sewer and Water Impact Fee Update—2012; 2017

Village of Mukwonago—Sewer and Water Rate Study and Water Rate Case—2017-2018

City of New Richmond—Sewer and Water Rate Study and Water Rate Case—2018-2019

Oak Creek Water Utility, WI—Negotiations with current / potential wholesale customers, Customer Demand Study,

Christine A. DeMaster

Experience



financial analysis for funding major water treatment plant improvements—2014—present
Village of Pleasant Prairie—Water rate consulting related to purchased water costs—2015-2016
City of Port Washington—Water Rate Study—2016-2017
City of River Falls—Sewer and Water Rate Study—2015
City of River Falls, WI—Financial Analysis of Potential Biosolids Treatment—2021
Village of Sussex—Sewer Rate Study—2012; 2021
Watertown Municipal Utilities, Watertown SD—Water Rate Study—2020

Example Utility Rate Studies and Financial Plans Completed with Ruekert/Mielke (not all-inclusive)

City of Beloit—financial analysis for purchase of water utility from Alliant Energy, negotiation of service agreements with South Beloit, Town of Beloit, Town of Rock, Town of Turtle
City of Cedarburg—sewer rate study, water impact fee study
Kenosha Water Utility—water and sewer rate studies, sewer impact fee
City of Lancaster—water rate study
Village of Menomonee Falls—water rate study
City of Mequon—financial analysis for purchase of water utility from Wisconsin Gas
Village of Mukwonago—sewer and water impact fees, sewer and water rate studies
City of Muskego—sewer rate study, analysis of wholesale sewer rates from Town of Norway
Town of Oconomowoc Utility District—financial plan for construction of new sewer system, sewer rate study, special assessments for sewer construction
City of Oconomowoc—sewer rate studies
Racine Water and Wastewater Utility—Water and sewer rate studies, contested water rate cases, contested sewer rates, water connection fees, negotiations for purchase of Sturtevant Water Utility, water and sewer service agreement negotiations
Village of Slinger—sewer rate study
Village of Sussex—sewer rate studies

Erik A. Granum

Principal / Senior Consultant

169 E. Wisconsin Ave., Suite R
Oconomowoc, WI 53066
Phone: 920-723-2169
Fax: 262-436-2102
Email: egranum@trilogy-llc.com



Erik has been working in the field of municipal and utility consulting since 2007, performing a wide variety of financial, economic and planning-related consulting services. His philosophy to municipal consulting is to provide an objective, fair and independent perspective for the client, while recognizing the political difficulties in public policy decision-making. He excels in developing alternative scenarios that meet the objectives of the municipality, while being reasonable and defensible for government decision makers that are held accountable to the residents and businesses in their communities.

Erik believes in providing local government officials and decision-makers recommendations that are based on the best available information so that public policy is sound, fair and logical. His passions lie in using available data and interpreting it into something that is understandable and has a positive real impact on communities.

Education:

- Master's of Urban Planning, University of Wisconsin—Milwaukee, 2009
- Bachelor of Business Administration, Marketing & Operations Management, University of Wisconsin—Whitewater, 2004

Professional Affiliations:

- American Water Works Association, Wisconsin Chapter

Professional Certification:

- Municipal Securities Rulemaking Board Series 50 Exam

Expertise

- Water and Sewer Rate Studies
- Cost-of-Service Rate Studies
- Specialized Rate Design, including Conservation Water Rates and High-Strength Sewer Rates
- Capital Cost Allocation
- Storm Water Utility Rate Studies and Development
- Public Facilities Needs Assessments and Impact Fee Studies
- Utility Creation and Acquisition Feasibility Studies
- Land Use Planning Services
- Long-Term Capital Planning and Financial Analysis
- Geographic Information Systems (GIS) - Mapping & Spatial Analysis
- Tax Incremental Financing Planning and Analysis
- Expert Witness Testimony and Litigation Support
- Specialized Economic and Statistical Analysis
- Public Policy Research and Analysis
- Ordinance Review and Updating
- Fiscal Impact Analysis
- Life Cycle Cost Analysis
- Analysis of New Funding Methods
- Grant Funding Research and Preparation of Applications

Erik A. Granum

Experience



Utility Rate Studies and Financial Plans Completed with Trilogy Consulting

Algoma Sanitary District No. 1—Review of draft wholesale sewer service agreement and rate study from City of Oshkosh—2021

City of Appleton, WI – Sewer Rate Study—2020

City of Ashland, WI—Water Rate Study and Sewer Rate Study—2016

Town of Beloit—Sewer Rate Study—2013; 2018; 2020

Town of Beloit—Funding Plan for West Bank Sewer and Water Extension—2015-2016

Village of Cary, IL—Water and Sewer Rate Study—2012; 2016

Central Brown County Water Authority—water rate consulting for service agreement with Manitowoc—2017-2018

Town of Clayton, WI—Sewer and Water Infrastructure Funding Study—2021

Village of Clinton—Sewer Rate Study—2013

Village of Dousman—Water Rate Study—2013

City of Fort Atkinson, WI—Water and Sewer Rate Study—2020

Village of Grafton—Water and Sewer Rate Study—2017; Sewer Rate Updates—2018, 2019, 2020

Green Bay Water Utility—Cost of service study and rate design for retail and wholesale water rates—2018, 2020

Heart of the Valley Metropolitan Sewerage District—Analysis of proposed allocation of debt service for interceptor sewer rehabilitation project—2021

City of Hudson, WI—Sewer Rate Study—2020

City of Hudson, WI—Water Rate Case, Update Water Service Agreement with North Hudson—2021

Janesville Water Utility—Long range financial plan, cost of service study and rate design for water rates—2018 / 2019

La Crosse Wastewater Utility—Wastewater Rate Study—2019

Lake Zurich, IL—Sewer and Water Rate Study—2011

Village of Libertyville—Village of Mundelein, IL—Financial Analysis of WWTP Consolidation—2018

Madison Water Utility, WI—Customer Demand Study—2014

Madison Water Utility, WI—Water Rate Study, Financial Plan and Water Rate Case—2014-2015

Madison Water Utility, WI—Water Rate Study, Financial Plan and Contested Water Rate Case—2017

Madison Water Utility, WI—Water Rate Study—2019

Madison Water Utility, WI—Water Rate Study with Request for Expense Depreciation and Customer Assistance Program—2021

Village of Menomonee Falls—Sewer Rate Study—2017

Milwaukee Water Works, WI—Customer Demand Study—2013; Update—2015-2016

Milwaukee Water Works, WI—Contested Water Rate Case—2014

Milwaukee Water Works, WI—Negotiations with wholesale customers for cost of service design—2015-present

Milwaukee Water Works, WI—Review of PSC Public Fire Protection Charge Study—2015-2016

Milwaukee Water Works, WI—Water Rate Case—2021

Village of Mukwonago—Sewer and Water Rate Study and Water Rate Case—2017-2018

City of New Richmond—Sewer and Water Rate Study and Water Rate Case—2018-2019

Oak Creek Water Utility, WI—Negotiations with current / potential wholesale customers, Customer Demand Study, financial analysis for funding major water treatment plant improvements—2014—present

Erik A. Granum

Experience



Village of Pleasant Prairie—Water rate consulting related to purchased water costs—2015-2016

City of Port Washington—Water Rate Study—2016-2017

City of River Falls—Sewer and Water Rate Study—2015

Village of Sussex—Sewer Rate Study—2012; 2021

Watertown Municipal Utilities, Watertown SD—Water Rate Study—2020

Example Utility Rate Studies and Financial Plans Completed with Ruekert/Mielke (not all-inclusive)

City of Crystal Lake, IL—sewer and water rate study

City of Fitchburg—water rate study

City of Franklin—contested water rate case for wholesale purchased water rates

Village of Germantown—water rate study

City of Lancaster—water rate study

Village of Menomonee Falls—water rate study

City of Mequon—financial analysis for purchase of water utility from Wisconsin Gas

Village of Mukwonago—sewer and water impact fees, sewer and water rate studies

City of Muskego—sewer rate study

City of Oconomowoc—sewer rate studies

Racine Water and Wastewater Utility—water and sewer rate studies, contested water rate cases, water and sewer service analysis, water impact fees

Village of Sussex—sewer rate study

City of Whitewater—contested water rate case

Similar Projects



City of Fort Atkinson, WI (Population 12,505)

Water and Sewer Utility Rate Study—2020/2021

In 2020, Trilogy prepared a water and sewer utility rate study for the City of Fort Atkinson. The City had not undertaken a formal rate study for a number of years and was basing its rates on cost allocations that had originally been completed in the early 1990s. The goals of the study included updating the methodology of allocating costs among customer classes and applying to the Wisconsin Public Service Commission for approval of a funding plan to increase annual replacement of water mains using cash financing.

As a part of the study, multiple long-term plans were prepared that included a cash flow and reserve analysis, evaluation of the impacts of alternative capital financing plans, and projected future rate increases necessary to meet the goals of the utilities.

Services provided included:

- 25-year cash flow analyses for each utility, evaluating multiple alternative scenarios of capital financing and reserve levels;
- Full cost-of-service analysis for each utility, allocating costs to each customer class based on their use of each system and their demand characteristics;
- Evaluation of the fairness, adequacy and equity of the existing rate structures, and recommendation to revise rates to reflect the results of the cost allocation;
- Preparation of a rate study report and presentation to the City Council;
- Updating the sewer user ordinance to reflect the new rate structure and current conditions;
- Preparation of expert witness testimony in support of the water utility's application to the Wisconsin PSC to cash fund the capital cost of replacing aging water mains using the expense depreciation method and a change in the water rate structure to fund the main replacement program.

A three-year schedule of phased in wastewater rate increases of 6% per year was approved in October 2020 and the water rates were approved by the Wisconsin PSC in July 2021.

City of Hudson, WI (Population 17,459)

Sewer Utility Rate Study, Water Rate Case—2020/2021

Throughout 2020 and 2021, Trilogy worked with the City of Hudson on their water rate case with the Wisconsin PSC and on a sewer rate study. The sewer utility in 2021 constructed \$12.0 million in upgrades to its wastewater treatment plant. The City approved an 11% sewer rate increase for 2021 and a 38% increase for 2022 to provide coverage requirements for an SRF loan from the Wisconsin DNR and cash funding for other

Similar Projects



sewer capital replacements. Trilogy has also assisted with supporting documentation for the SRF loan, and issues involving interpretation and billing for the City's contract with the Village of North Hudson.

City of Appleton, WI (Population 74,526)

Wastewater Utility Rate Study—2020

The City of Appleton had not performed a wastewater rate study since 2010. Since that time, the Utility saw steady growth in their hauled waste program but also the loss of a significant industrial customer in 2019. Trilogy was tasked with performing a plan for funding all utility operating and capital costs for a period of at least five years and preparing a full cost-of-service study to evaluate rates to ensure they are fair and balanced for all users. As part of that process, we developed new rates for phosphorus and ammonia loadings. The recommended overall rate increase of 20% was adopted in October 2020.

Village of Sussex, WI (Population 11,279)

Sewer Rate Study—2020

The Village of Sussex owns and operates a wastewater treatment plant and wastewater collection system that serves the Village and also treats wastewater from Lannon, Menomonee Falls, and Lisbon Sanitary District #1, three high-strength industrial customers, and holding tank waste.

In 2020, Trilogy updated the cost of service rate study for the Sewer Utility. Since the last full rate study in 2012, the Village added new customers, flow per customer decreased, and the Village discovered additional high strength industrial flows. The Village also significantly increased its investment in sewer system infrastructure. Finally, the Sewer Utility had advanced funds to the Village Stormwater Utility and a tax incremental finance district.

The sewer rate study included evaluation of several alternative cash flow scenarios to test the impacts on customer bills and utility finances of several alternative options for repayment of the advances and amount and timing of rate increases. The study recommended, and the Village adopted, a series of 2.45% per year rate increases for 2021 through 2024.

City of La Crosse, WI (Population 51,567)

Wastewater Rate and Connection Fee Study, 2019-Present

The City of La Crosse owns and operates a wastewater treatment plant and wastewater collection system, and a groundwater water supply and distribution system that serves customers in the City, including several industrial customers with high strength waste, customers from four neighboring municipalities on a wholesale contract basis, and accepts hauled waste from the surrounding region.

Similar Projects



In 2019, Trilogy completed a wastewater rate and connection fee study. The draft rate study report was prepared for the City and presented as part of a workshop with the City's four wholesale municipal customers in June 2019, with the final report presented to the City Council and rates adopted in September 2019. Trilogy updated the study during 2020 to develop proposed rates for 2021—2023, with those rates approved in November 2020.

The study includes a detailed long-term cash flow analysis that includes evaluation of the utility's current financial condition relative to a variety of metrics, evaluation of multiple rate change alternatives, and a recommended strategy for funding future capital improvements.

Services provided by Trilogy for this project included:

- 10-year cash flow analysis that evaluates the current and future financial condition of the utilities, recommends a plan for capital funding and a plan for future monitoring and adjustments to rates;
- Full cost-of-service rate study, including high-strength industrial surcharges, hauled waste charges and wholesale charges;
- Evaluation of alternative rate structures and levels of increase to fully recover the revenue requirements;
- Funding and cost allocation of \$60 million+ capital improvement plans at the wastewater treatment plant, including phosphorous removal upgrades, biosolids treatment improvements, new septage receiving station and energy recapture facilities;
- As part of the 2020 update, a revised cost-of-service analysis using the utility basis instead of the cash basis that had been used in past rate studies;

Village of Grafton, WI (Population 11,568)

Water and Wastewater Rate Study and Updates—2017-2020

The Village of Grafton owns and operates a wastewater treatment plant and wastewater collection system, and a groundwater water supply and distribution system that serves customers in the Village.

In 2017, Trilogy completed a water and wastewater rate study and application to the Wisconsin Public Service Commission to increase water rates. A 20% increase to wastewater rates was implemented in September 2017, and water rates were approved by the PSC in February 2018.

The study included a detailed five-year cash flow analysis for each utility that included evaluation of the utility's current financial condition relative to a variety of metrics, a financial sensitivity analysis, evaluation of the utility's borrowing capacity, a recommended strategy for funding future capital improvements, and a recommended plan for the ongoing monitoring, timing and methods for adjusting rates during the five-year

Similar Projects



forecast period.

Alternative cost of service studies were prepared for each utility, with a focus on options for increasing the share of utility revenues generated by fixed service and public fire protection charges.

Services provided by Trilogy for this project include:

- Development of revenue requirements
- 5-year cash flow analysis that evaluated the current and future financial condition of the utilities, recommended a plan for capital funding and a plan for future monitoring and adjustments to rates
- Evaluation of billing procedures and other fees and charges
- Full cost-of-service rate study for each utility
- Evaluation of alternative rate structures to fully recover the revenue requirements
- Preparation of an application to the Wisconsin Public Service Commission to increase water rates.

The sewer rate study was updated in 2018, 2019, and 2020 as an annual review and adjustment for changes to customer demand and capital improvement cost estimates, resulting in additional rate increases of 15%, 11.4%, and 11%.

Town of Beloit, WI (Population 7,600)

The Town of Beloit, located adjacent to the City of Beloit in south-central Wisconsin, owns and operates its own wastewater treatment plant serving a portion of the Town and customers in the adjacent Town of Rock. Water service is provided to a portion of the Town on a retail basis by the City of Beloit Water Utility.

Sewer Rate Study and Capital Funding Evaluation—2014, 2018, 2020

In 2014, Trilogy completed a full sewer rate study for the Town of Beloit, Wisconsin. The final rate recommendation included a 3-step rate increase that would fully fund all of the utility's revenue requirements and maintain adequate cash flow and fund reserves for flexibility in funding the utility's future capital improvement plans. The rate analysis included designing rates for different customer classes and levels of service for Town of Beloit customers, as well as in the adjoining Town of Rock. A portion of flow related costs were allocated to demand costs and recovered through a fixed customer cost. Trilogy prepared full updates of the cost of service study and rate calculations in 2018 and 2020.

Trilogy's services for this project included:

- Detailed forecasts of customer counts and wastewater flows and loadings based on analysis of historical trends
- Evaluation of the Town's budget for additional general and overhead costs to allocate to the utility
- Determination of annual revenue requirements using a utility basis—O&M, depreciation and return on

Similar Projects



investment

- Analysis of required replacement fund contributions and balance
- Capital improvement financing plan and estimation of future debt service payments
- Preparation of alternative 6-year cash flow forecasts under different rate increase scenarios, including analysis of debt coverage and reserve balances versus recommended reserve balances
- Detailed cost of service study allocating each O&M budget line item, depreciation expenses and each category of plant assets to Demand, Volume, BOD, TSS, Phosphorus and Customer costs
- Evaluation of three alternative rate structures

Scope of Services



Project Work Plan

1. **Project Kickoff Meeting.** Upon commencing the project, we will conduct a project kickoff meeting with Village staff. We will prepare a draft agenda prior to the meeting, which will include subjects such as the overall goals and objectives of the study, potential changes to the current rate structure and other fees, available information and data for the study, current billing policies and procedures, anticipated schedule and deadlines and main points of contact and preferred communication procedures. Prior to the meeting, we will also provide a detailed draft list of information requested for the study, along with a preliminary project schedule.
2. **Information Review and Preparation of Detailed Project Schedule.** Following the kickoff meeting, we will prepare a detailed information request for the study as well as a detailed project schedule.
 - a. Based on our discussions with Village staff at the kickoff meeting, we will refine the draft information request.
 - b. Upon receipt, we will review the information and follow up with Village staff as needed for clarification or to request additional detail
 - c. The project schedule will include the following:
 - i. Tasks and assignments for their completion;
 - ii. Target dates for completion of draft and final analyses;
 - iii. Target dates for review by Village staff;
 - iv. Target dates for review meetings;
 - v. Dates for submittal of draft and final reports;
 - vi. Meeting date for presentation to the Village Utilities Commission;
3. **Trend Analysis and Projections.** We will perform an analysis of overall trends in operating expenses and consumption by customer class for the utility. This will be used to determine overall projections in sewer usage and O&M expenses for the future forecast, as well as sewer use patterns and characteristics to be used in the cost of service study and rate design. Specifically, we will:
 - a. Prepare trend analysis of operating expenses by category to identify any expenses that are increasing significantly greater than others or that fluctuate and may need to be normalized for purposes of setting rates;
 - b. Prepare detailed trend analysis of historical customer data to evaluate trends in numbers of customers, demand per customer by customer class, and flows and loadings from high strength industrial customers;
 - c. Discuss with Village staff any known local factors, development trends or policies that are likely to influence future patterns in the growth or decline of the customer base or sewer use per customer;

Scope of Services



- d. Project total customers billed by customer class and meter size, and total billed sewer consumption by customer class, including high strength loadings;
- e. Based on available data, we will perform an analysis of sewer waste strength for domestic and non-domestic strength waste. This will be used to determine the appropriate allocations to be used within the cost-of-service study, which determines the proportionate amount of certain facilities' costs that are allocated to each customer class. This data may also be used to adjust domestic waste strength assumptions if indicated based on comparison to total estimated loadings based on Heart of the Valley Metropolitan Sewerage District (HOVMSD) sampling and billing.

4. **5-Year Financial Forecast.** The purpose of this task is to prepare information needed to provide recommendations to the Village regarding several items identified in the Request for Proposals: **a financial sensitivity analysis, five-year projection of rates, recommendations for the ongoing analysis, timing and method of future rate increases, analysis of the borrowing capacity of the utility, and a strategy for accomplishing necessary capital projects.** For this task, we will develop a plan and recommendations for funding all utility functions for 2023 through 2027, including a detailed 5-year capital funding plan. We will prepare alternative funding plans to evaluate the impacts of various funding options, including varying levels of debt vs. cash-financing from current revenues or reserves. The alternative plans will be evaluated to develop recommendations for a capital funding plan, future rate increases, and criteria to use for the ongoing analysis and monitoring of the utility's financial status, taking into consideration the Village's ability to issue debt, the avoidance of rate spikes, and any other goals regarding rate levels and Village policies. Specifically, the forecasts will include the following:

- a. Projected customers and customer demand by class, including industrial Q/Q and landfill waste;
- b. Projected user charge revenues at current rates;
- c. Projected other operating revenues and non-operating revenues;
- d. Projected operation and maintenance expenses;
- e. Projected increases in charges from HOVMSD due to the planned interceptor sewer rehabilitation project;
- f. Future debt service payments for existing debt obligations;
- g. Evaluation of the feasibility and desirability of cash financing vs. debt financing each year's capital improvements, based on the magnitude of costs, the useful life of the improvements, the availability of current rate revenues and/or reserve balances to use for cash financing, Village policies and ability to issue debt, debt coverage requirements, debt to equity ratios and any other criteria identified for the study;
- h. Capital funding plan showing the projects, costs, and proposed financing sources by year, and estimated debt service for anticipated debt issuances;
- i. Analysis of debt coverage and the utility's ability to meet coverage requirements;

Scope of Services



- j. Projected reserve fund balances;
- k. Recommended minimum reserve levels, based on the value and age of assets, annual operating expenses, any current and/or future debt obligations and the capital improvements analysis and any formal or informal Village policies with respect to reserve levels;
- l. Estimated timing and amount of overall user charge rate increases needed to fund the capital improvement program, provide adequate debt coverage and maintain recommended reserve fund balances.

When the initial financial projections are completed, we will meet with Village staff to discuss the overall financial plan, including all of the above components.

5. Review of Current Billing Policies and Procedures. We will work with Village staff to review the current billing policies and procedures, discuss potential changes, and evaluate and recommend any changes. Our review may include the following as identified by Village staff:

- a. Monthly versus quarterly billing;
- b. Summer credits, if applicable;
- c. Late fees;
- d. Special charges for non-sufficient funds, special billings, missed appointments, etc;
- e. Industrial pretreatment charges;
- f. Sewer user ordinance;
- g. Permitting fees.

6. Cost-of-Service Analysis.

- a. We will prepare a cost-of-service model for the wastewater utility, consisting of the following tasks:
 - i. Compilation and analysis of system data, such as billable usage, wastewater influent to the HOVMSD, estimated I/I, utility asset data, the adopted CIP, and the most recent HOVMSD cost allocation, to determine appropriate allocation factors for O&M and capital costs.
 - ii. Allocation of the various categories of revenue requirements to utility functions, including conveyance, flow, treatment categories (BOD, TSS, P, Ammonia), and customer costs such as billing, meters and services.
 - iii. Consideration of methods for allocating costs to Chlorides and Per-and Polyfluoroalkyl Substances (PFAS). The HOVMSD allocates costs to Chlorides, so this could be used as a starting point for allocating Little Chute costs to Chlorides. The feasibility of a PFAS rate and the amount of costs allocated to PFAS would depend on any available information regarding costs to remove PFAS.
 - iv. Determine each customer class's proportionate share of functionalized costs.
 - 1) For each utility function, the analysis will determine the share of demand for each custom-

Scope of Services



er class. For the various functions, the share of cost assigned to each class may be based on total sewer usage, estimated pounds of pollutants, number of meters, number of equivalent meters or number of equivalent services.

- 2) Other operating revenues (non-user rate) will be allocated proportionately among customer classes.
- b. While performing the cost-of-service study, we will confer with Village staff as needed to discuss any additional information needs or clarification of any of the data used in the cost-of-service.

7. **Rate Structure Recommendation.** As part of the kickoff meeting, we will discuss in detail the objectives for rate structures for the utility. Based on this discussion, we will prepare and evaluate alternatives to the current rate structure.

- a. We will prepare a baseline rate structure for use as a point of comparison that will mirror the current rate structure. The baseline rate structure will:
 - i. Recover the revenue requirements;
 - ii. Follow cost-of-service principles;
 - iii. Calculate total projected revenues from each customer class and compare them to projected revenues under current rates;
 - iv. Show the impacts of the rate structures on example customers in each customer class;
 - v. Show how much revenue is collected through fixed charges vs. volume charges.
 - vi. A comparison with the average sewer bills for the average residential and commercial customer for a number of peer communities in the area;
- b. We will prepare alternative sewer rate structures that the Village desires to explore and/or are indicated by the utility cost structure. Examples of rate structures that we may consider include adjustment to meter charges and exception meter charges, addition of Q/Q rates for chlorides or PFAS, or any other rate structure that may be deemed appropriate based on the results of the analysis performed and discussions with Village staff. For each rate structure alternative, we will prepare the following:
 - i. The overall increase in revenues from each customer class;
 - ii. The amount of revenues collected through each type of charge;
 - iii. A table of the amount and percentage increase in customer bills for various usage levels for each customer class;
 - iv. Show how much revenue is collected through fixed charges vs. volume charges.
 - v. A comparison with the average sewer bills for the average residential and commercial customer for a number of peer communities in the area;
 - vi. An assessment of the fairness and equitability of the rates according to Wisconsin regulations, Village policies and industry standards.

Scope of Services



8. Written Report and Presentation.

- a. We will prepare a final draft report containing all analysis and findings and an electronic copy to Village staff for review and discussion.
- b. **We will attend a meeting with Village staff to discuss any questions, comments and revisions regarding the study report.**
- c. After discussing the preliminary results and proposed rates with Village staff, we will make any necessary adjustments, prepare a final report and provide an electronic PDF copy to the Village.
- d. We will prepare a PowerPoint presentation of the analysis and key findings and recommendations of the cash flow projections, cost of service studies and rate structure analysis, to be provided to Village staff for review in advance of the meeting.
- e. **We will attend a Village Utility Commission meeting in person to present the key findings and recommendations of the report and answer any questions.**

9. Rate-Payer Education/Communication. We will work with Village staff to review the current utility bill and identify potential changes in the layout of the bill and the labeling of the charges to improve understanding and transparency regarding the cost of various services. Examples of ways that utilities identify costs include separating out operating charges from capital or debt service charges. For the Janesville and Fort Atkinson water utilities, Trilogy obtained PSC approval for a new tariff for a water main replacement charge to recover the costs of cash funding water main replacements. Wastewater utilities have considerable flexibility in rate structures, so there may be other options that would help communicate the costs to your customers.

10. Other Related Financial Consulting Services. Throughout the study, we expect that there may be questions or items not specifically covered above that we may be asked to answer or provide opinions on. Questions and items directly related to the rate study that do not require extensive analysis outside of the scope of services described above will be provided as needed throughout the course of our engagement for this project.

Proposed Schedule



The proposed schedule to complete the scope of services was developed assuming an award date on January 7, 2022.

Task	Labor Hours			Target Completion Date
	Christy DeMaster	Erik Granum	Total	
1. Project Kickoff Meeting (based on January 7 contract award)	2.0	2.0	4.0	1/14/2022
2. Information Review				2/4/2022
Refine information request as needed	1.0	-	1.0	
Review information received and prepare follow-up questions	1.0	4.0	5.0	
Refine detailed project schedule	1.0	-	1.0	
3. Trend Analysis and Projections				2/18/2022
Analyze trends in operating expenses	0.5	3.0	3.5	
Analyze trends in customer demand by class	1.0	5.0	6.0	
Analyze treatment plant influent and customer waste characteristics	1.0	3.0	4.0	
Discuss other information with Village staff	1.0	-	1.0	
Prepare projections of customer demands and operating expenses	2.0	4.0	6.0	
4. Prepare 5-Year Financial Projections				3/11/2022
Prepare revenue projections at current rates and projected demand	2.0	1.0	3.0	
Prepare projections of expenses	1.0	0.5	1.5	
Prepare projections of current debt	1.0	0.5	1.5	
Analyze capital projects and evaluate financing alternatives	4.0	1.0	5.0	
Analyze reserve levels and prepare recommended minimum reserves	3.0	1.0	4.0	
Prepare debt coverage analysis for any future debt issues	2.0	0.5	2.5	
Analyze and evaluate alternative levels of future rate increases	4.0	2.0	6.0	
Meet with Village staff to discuss financial and cash flow projections	2.0	2.0	4.0	3/18/2022
5. Review of Current Billing Policies and Procedures				4/1/2022
Review and discuss current policies	4.0	1.0	5.0	
6. Cost of Service Analysis				4/1/2022
Compile required system data for cost allocation	1.0	4.0	5.0	
Perform functional cost allocation	1.0	5.0	6.0	
Analyze customer demand and allocate costs to customer classes	1.0	5.0	6.0	
7. Recommendation of Rate Structure				4/8/2022
Prepare base rate calculations mirroring current structure	0.5	3.0	3.5	
Prepare alternative rate calculations as discussed with Village	4.0	2.0	6.0	
Calculate total revenues from each type of charge	0.5	3.0	3.5	
Prepare rate impact comparison for customer examples	0.5	3.0	3.5	
Prepare rate comparison among alternatives and peer communities	0.5	4.0	4.5	
8. Written Report and Presentation				
Prepare draft report for discussion with Village	10.0	3.0	13.0	4/22/2022
Meet with staff to discuss draft report	2.0	2.0	4.0	4/29/2022
Make edits to draft and prepare final report	4.0	2.0	6.0	5/12/2022
Prepare PowerPoint presentation discussing findings	8.0	2.0	10.0	5/12/2022
Attend Village Utility Commission meeting to present study	2.0	2.0	4.0	5/17/2022
9. Rate-payer Education/Communication	4.0	2.0	6.0	

References



City of Appleton:

Kelli Rindt
Enterprise Fund Accounting Manager
920-832-6316
Kelli.Rindt@Appleton.org

Town of Beloit:

John Malizio
Finance Director/Treasurer
608-364-2980 x26
jmalizio@town.beloit.wi.us

City of Fort Atkinson:

Andy Selle
City Engineer
920-563-7760 x307
ASelle@fortatkinsonwi.net

Village of Grafton:

Larry Roy
Facility Operations Coordinator
262-375-5300
lroy@village.grafton.wi.us

City of Hudson:

Kip Peters
Utility Director
715-386-4765 x115
Kpeters@hudsonwi.gov

City of La Crosse:

Bernard Lenz
Utilities Director
608-789-7588
LenzB@cityoflaczrosse.org

Madison Water Utility:

Krishna Kumar
General Manager
608-266-4652
KKumar@madisonwater.org

Milwaukee Water Works:

Karen Dettmer
Superintendent
414-286-2801
Karen.dettmer@milwaukee.gov

Village of Mukwonago:

Dave Brown
Utility Director
414-550-2509
dbrown@villageofmukwonago.com

Village of Sussex:

Jeremy Smith
Administrator
262-246-5200
JSmith@villagesussex.org

General Reference:

Lawrie Kobza
Attorney, Boardman & Clark
608-283-1788
lkobza@boardmanclark.com

EXHIBIT "A"

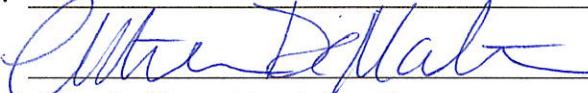
SUBMITTAL AGREEMENT

WASTEWATER UTILITY RATE STUDY

(Complete and include with Proposal)

I/We herewith offer to supply the Village of Little Chute, on or before the stated delivery date, in accordance with the specifications, if issued a bona fide contract within 45 days of this offer, the items called for in the attached specifications.

I hereby certify that I am authorized to make this offer on behalf of the named company and to bind said company to all conditions of this proposal.

PROPOSING FIRM: Trilogy Consulting, LLC
STREET: 169 E. Wisconsin Ave., Suite R
CITY AND STATE: Oconomowoc, WI 53066
SIGNATURE: 
PRINT NAME: Christine DeMaster
TITLE: Principal
PHONE : 262-470-2277
FAX # : 262-436-2102
EMAIL : ccramer@trilogy-llc.com
DATE SUBMITTED 12/17/2021

PROPOSAL DUE: 2:00 P.M. CST December 17, 2021

DELIVER TO: Finance Department
108 W Main Street
Little Chute, WI 54140

Compensation



The scope of work described in the RFP will be performed with a not-to-exceed amount of compensation of \$15,950. Any additional services as requested by the City would be provided on a time and materials basis. The cost was developed using the below schedule of hours for each of our principals with our standard hourly rate of \$110 / hour.

Task	CAD	EAG	Total	Labor	Cost
1. Project Kickoff Meeting	2.0	2.0	4.0	\$ 110	\$ 440.00
2. Information Review					
Refine information request as needed	1.0	-	1.0		
Review information received and prepare follow-up questions	1.0	4.0	5.0		
Refine detailed project schedule	1.0	-	1.0	\$ 110	\$ 770.00
3. Trend Analysis and Projections					
Analyze trends in operating expenses	0.5	3.0	3.5		
Analyze trends in customer demand by class	1.0	5.0	6.0		
Analyze HOVMSD sampling data and customer waste characteristics	1.0	3.0	4.0		
Discuss other information with Village staff	1.0	-	1.0		
Prepare projections of customer demands and operating expenses	2.0	4.0	6.0	\$ 110	\$ 2,255.00
4. Prepare 5-Year Financial Projections					
Prepare revenue projections at current rates and projected demand	2.0	1.0	3.0		
Prepare projections of expenses	1.0	0.5	1.5		
Prepare projections of current debt	1.0	0.5	1.5		
Analyze capital projects and evaluate financing alternatives	4.0	1.0	5.0		
Analyze reserve levels and prepare recommended minimum reserves	3.0	1.0	4.0		
Prepare debt coverage analysis for any future debt issues	2.0	0.5	2.5		
Analyze and evaluate alternative levels of future rate increases	4.0	2.0	6.0		
Meet with Village staff to discuss financial and cash flow projections	2.0	2.0	4.0	\$ 110	\$ 3,025.00
5. Review of Current Billing Policies and Procedures					
Review and discuss current policies	4.0	1.0	5.0	\$ 110	\$ 550.00
6. Cost of Service Analysis					
Compile required system data for cost allocation	1.0	4.0	5.0		
Perform functional cost allocation	1.0	5.0	6.0		
Analyze customer demand and allocate costs to customer classes	1.0	5.0	6.0	\$ 110	\$ 1,870.00
7. Recommendation of Rate Structure					
Prepare base rate calculations mirroring current structure	0.5	3.0	3.5		
Prepare alternative rate calculations as discussed with Village	4.0	2.0	6.0		
Calculate total revenues from each type of charge	0.5	3.0	3.5		
Prepare rate impact comparison for customer examples	0.5	3.0	3.5		
Prepare rate comparison among alternatives and peer communities	0.5	4.0	4.5	\$ 110	\$ 2,310.00
8. Written Report and Presentation					
Prepare draft report for discussion with Village	10.0	3.0	13.0		
Meet with staff to discuss draft report	2.0	2.0	4.0		
Make edits to draft and prepare final report	4.0	2.0	6.0		
Prepare PowerPoint presentation discussing findings	8.0	2.0	10.0		
Attend one Village Utilities Committee meeting to present study	2.0	2.0	4.0	\$ 110	\$ 4,070.00
9. Rate-payer Education/Communication					
Grand Total	72.5	72.5	145.0	\$ 110	\$ 15,950.00

Village of Little Chute
INFORMATION FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: Kayak Launch Change Order and Budget Adjustment

PREPARED BY: John McDonald – Director of Parks, Recreation, and Forestry

REPORT DATE: 1/5/2022

ADMINISTRATOR'S REVIEW/COMMENTS:

No additional comments to this report: _____

See additional comments attached: _____

EXPLANATION: Staff has procured an engineer approved plan that specifies how mooring posts are to be installed. An original quote of \$1,650 was received with costs for additional concrete at \$300 per cubic yard for any further uneven modifications needed. If dewatering, digging or further dirt removal is needed the quote is \$75 per man hour or \$50 per day for a water pump. McMahon has approved the plans for the change order as requested by the Village Board. Staff recommends rounding this adjustment up to \$2,000 if excess material/labor is needed.

In addition to the change order, it has been determined that the engineering services from McMahon were not included in the overall project budget when originally approved in April 2021. Currently McMahon has been paid \$11,889 to date. At this time there are two outstanding invoices pending that total \$1,236.

This brings the current total to \$15,125.

The Village has also received a Recreation Grant Program disbursement in the amount of \$8,853 from the League of Wisconsin Municipalities Mutual Insurance (LWMMI). Staff will apply this amount to the Kayak Launch financials needed to complete the project.

PARK IMPROVEMENT FUND

Grant LWMMI	\$+8,853
Advance from General Fund	\$+6,272
Heesakker Kayak Launch	\$+15,125

RECOMMENDATION: Staff recommends approval for \$15,125 to complete Kayak Launch project.

DELRAR INC.

N136 Two Mile Rd. Appleton, WI 54914
PHONE: 920-731-5464 FAX: 920-731-7802
E-mail: travis@delrar.com

Milbach Construction Services
2651 Northridge Dr.
Kaukauna, WI 54130
Estimator: Travis Lehrer

Phone: 993-0735 Fax: 993-0738
Heesacker Park base
Little Chute

We do hereby propose to furnish labor, material, and necessary insurance to do the following:

1. Form and pour pad 4' x3' x24" thick reinforced with two layers of #4 rebar 12" on center each way and one coat concrete sealer. Drill 4 #5 dowels into existing bedrock.

We will do all of the above work for the sum of..... \$1,250.00

PLEASE NOTE: We have not estimated any excavating, backfilling, or fill. Any additional concrete used in uneven footings or site conditions will be billed at \$300.00 per cubic yard labor and material. Any additional time spent dewatering, digging, backfilling plumber's trenches, any hay, garbage, or dirt removal will be charged at \$75.00 per man hour, plus \$50.00 per day for a water pump, if necessary. Due to site conditions and/or limited access, we may not be able to pour directly from the ready mix truck. If we cannot access the site, add the following charges for an 80' conveyor: a \$650.00 minimum charge (included is 3 hours on site, 50 yards of material through conveyor, and one way travel), \$3.00 per yard will be charged for over the 50 yard maximum and \$130.00 per hour over 3 hours. We will not take any responsibility for any damage to property caused by trucks or equipment used necessary to complete this project. We have estimated 4000 PSI concrete at 28 days at the SPRING TIME UNHEATED concrete price.

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, BUILDER HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNERS LAND MAY HAVE LIEN RIGHTS ON OWNERS LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED BUILDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE TO HIS MORTGAGE LENDER, IF ANY. BUILDER AGREES TO COOPERATE WITH THE OWNER AND HIS LENDER IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

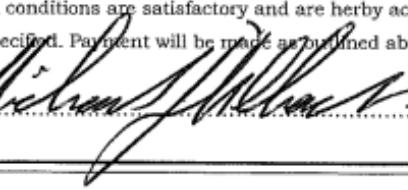
AMOUNTS NOT PAID WITHIN 15 DAYS FROM INVOICE OF PROJECT WILL BEAR A 1% LATE FEE. DELRAR, INC. IS AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE AND ANY COLLECTION COST, INCLUDING ATTORNEY'S FEES, ARE AGREED TO BE PAID. All agreements contingent upon strikes, accidents or delays beyond control. Owner is to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

DELRAR, Inc. AUTHORIZED SIGNATURE: _____

NOTE: THIS PROPOSAL MAY BE WITHDRAWN BY US IF IT IS NOT ACCEPTED WITHIN 30 DAYS FROM THE ABOVE DATE.

ACCEPTANCE OF PROPOSAL - The above prices, specifications and conditions are satisfactory and are hereby accepted.
You are authorized to do work as specified. Payment will be made as outlined above.

Date of acceptance: _____

Signature: 

MILBACH
Construction
Services,
Company

2651 Northridge Dr. Kaukauna, WI 54130
Phone: (920) 993-0735
Fax: (920) 993-0738

Notice of Scope Revision
Requested By: Milbach Construction Date: 9/27/21
Job No. L0001-09-20-00255 SR No. 1
Owner Name: Village of Little Chute
Project Name: Heesakker Park Kayak Launch

The following items have caused or may cause changes in project cost and/or schedule:

Brief Description of Change: Concrete Encasement

Detailed Description of Change Add \$1,650.00 to form and pour pad 4'x3'x24" thick reinforced with two layers of #4 rebar 12" on center each way and one coat concrete sealer. Drill 4 #5 dowels into existing bedrock. Hand dig area

Milbach Representative: Michael J. Milbach

Subcontractors Involved: 1) Delrar 2) _____ 3) _____
4) _____ 5) _____ 6) _____

Contractor (is) (is not) to proceed with the work noted above. The change in the Contract price shall be determined as follows: (Check one)

T & M (markups per Contract) Estimated Manhours: _____

Estimated Total Cost (including material): _____

Unit Price (as stated in Contract, unless different price stated here)

Estimated Manhours: _____ Estimated Total Cost (including material): _____

Fixed Price: \$ 1,650.00

Other: _____

Estimated Schedule Delay: _____

Other Impact and Indirect Costs Attributable to Change: 10% General Requirements

Note: The change in the Contract time shall be as subsequently agreed upon and noted below.

Owner Representative: Nick Vande Hey - McMahon

The Contract with the Owner is adjusted as follows:

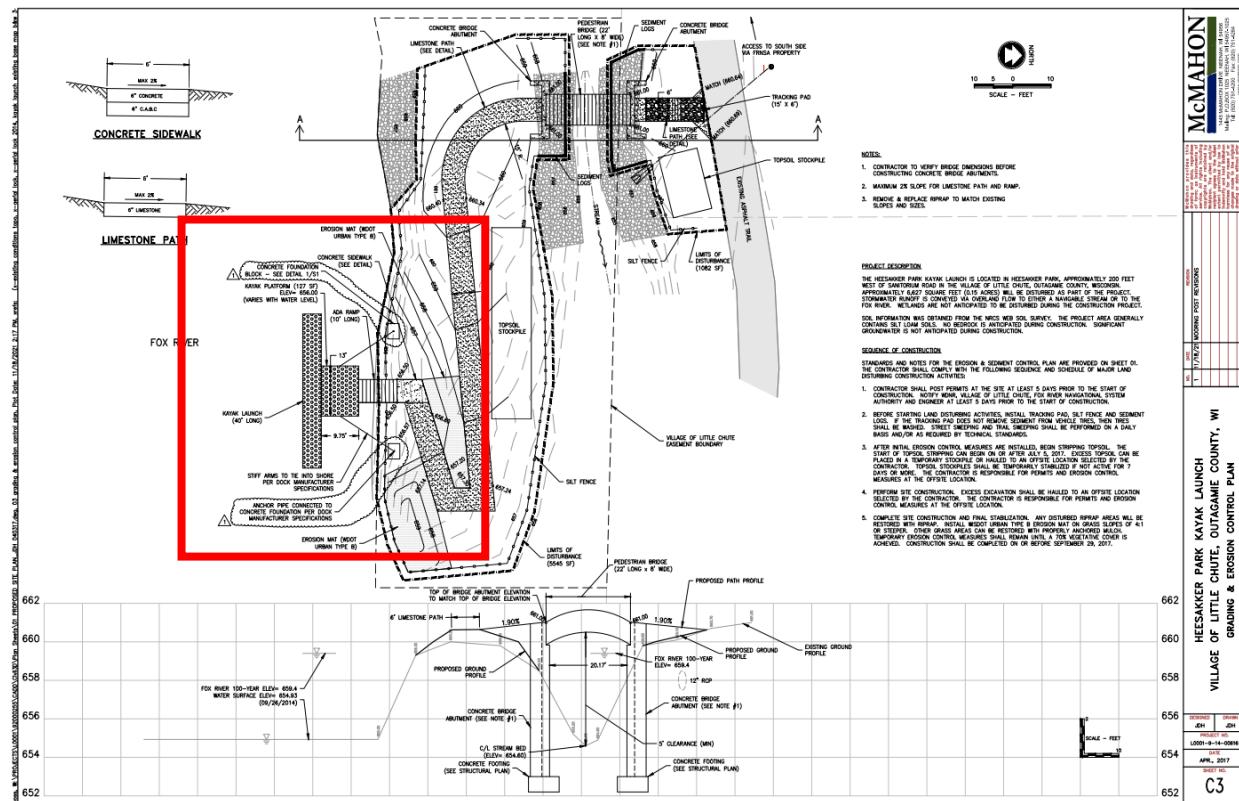
Cost: \$ 1,650.00 Schedule: _____

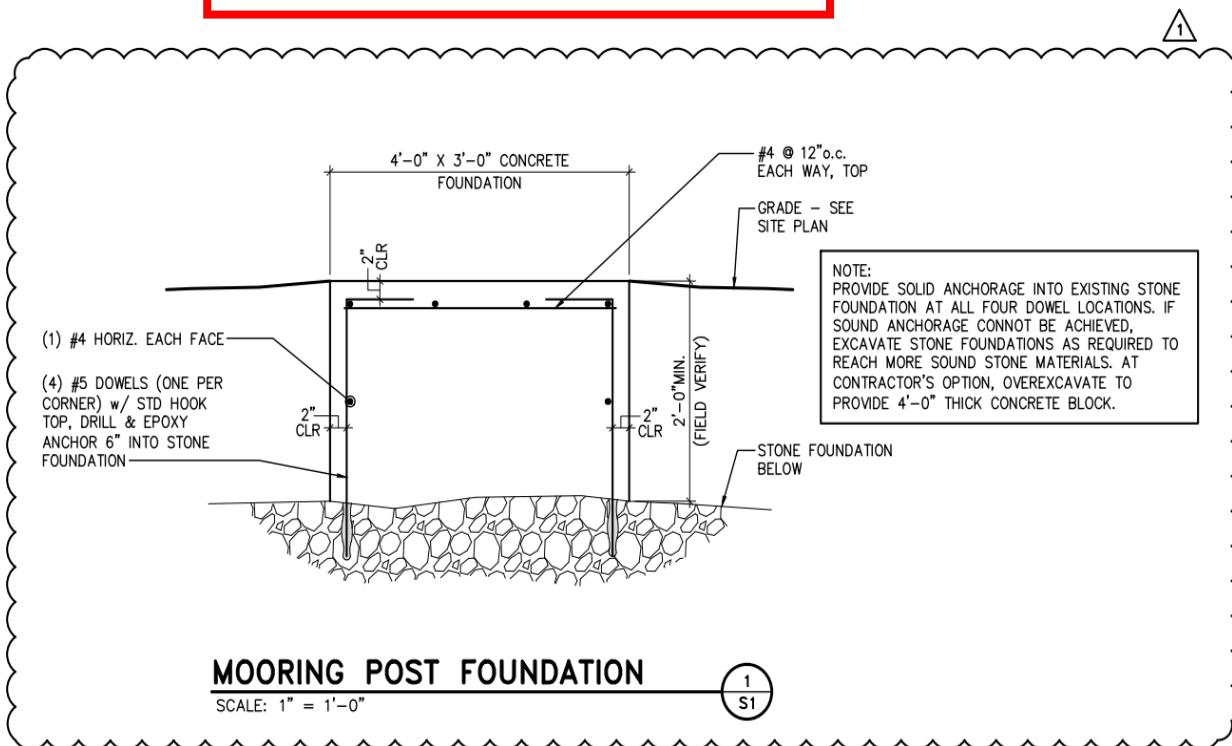
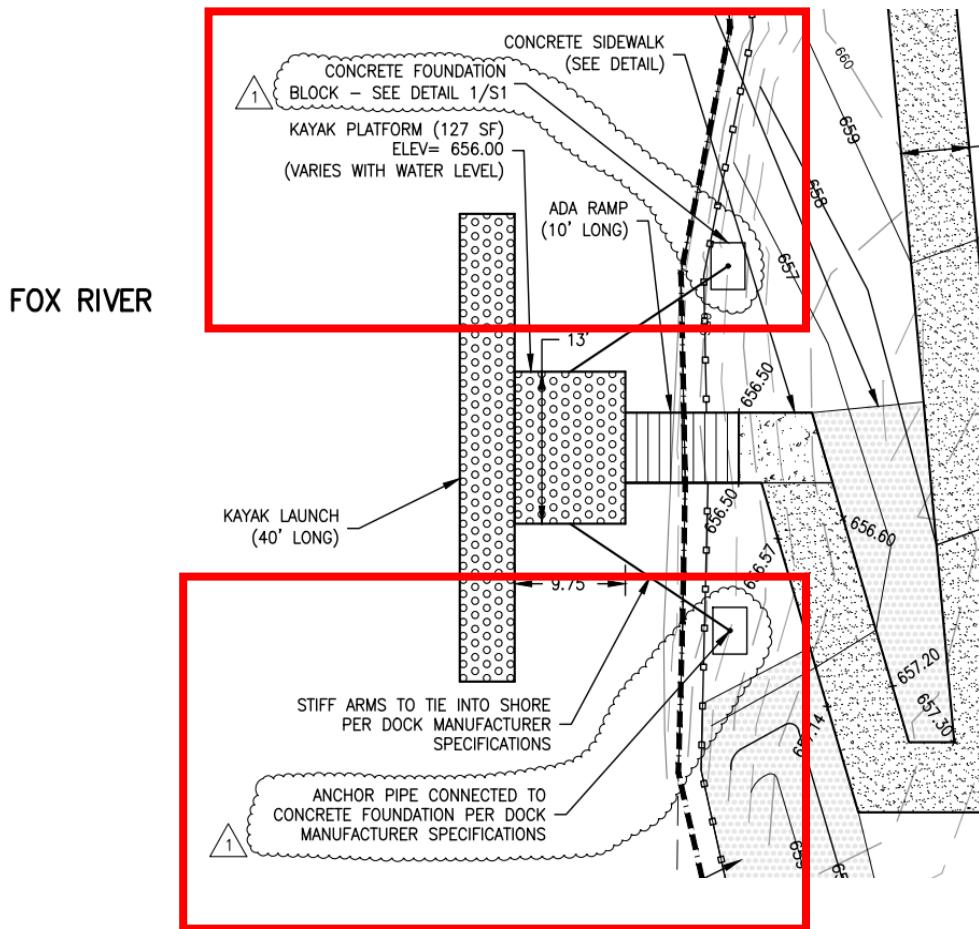
Milbach Representative: Michael J. Milbach Date: _____

Owner Representative: _____ Date: _____

Attachments: Yes No

Note: Unless expressly noted above to the contrary, Milbach reserves the right to claim later for such delay costs and indirect and impact costs as may be attributable to this change.





OUTLINE SPECIFICATIONS

DESIGN CODE:

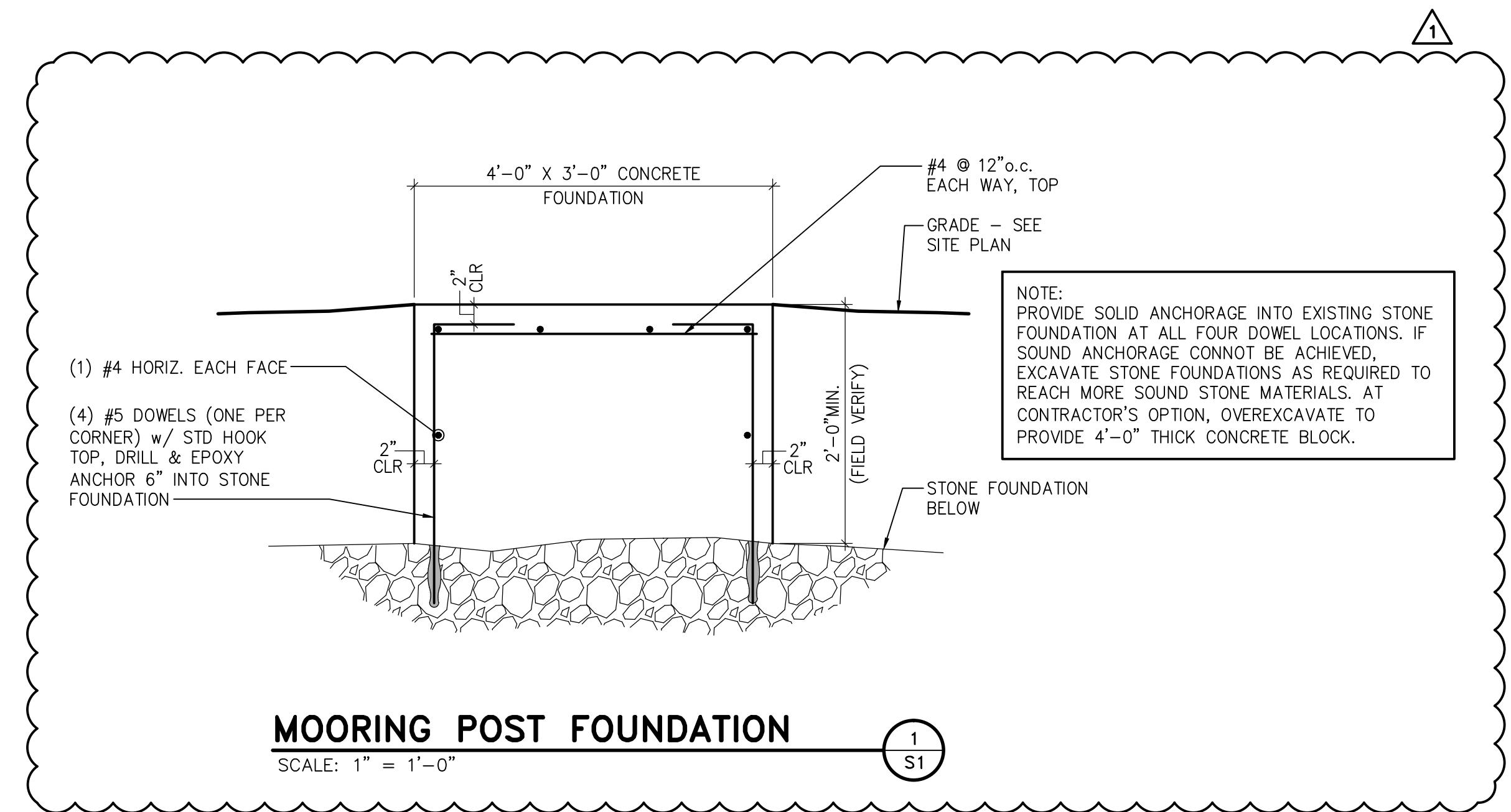
COMPLY WITH THE FOLLOWING CODES:
 ASCE 7-05
 IBC 2009
 WISCONSIN BUILDING CODE, LATEST EDITION

DESIGN LOADS:

1. DEAD LOAD:	BRIDGE	- 20 PSF (ASSUMED)
2. LIVE LOAD:	PEDESTRIAN LOAD	- 90 PSF
3. SNOW LOAD:	GROUND SNOW LOAD (P_g)	- 40 PSF
4. WIND:	BASIC WIND SPEED IMPORTANCE FACTOR (I) WIND EXPOSURE	- 90 MPH - 1.00 - C
5. SEISMIC:	MAPPED SPECTRAL RESPONSE: S_s S_t IMPORTANCE FACTOR (I) SITE CLASS	- 0.068 - 0.033 - 1.00 - D

GENERAL:

- VERIFY ALL DIMENSIONS, ELEVATIONS, SECTIONS AND DETAILS PRIOR TO STARTING WORK. NOTIFY ENGINEER OF ANY DISCREPANCIES OR INCONSISTENCIES.
- PROVIDE ALL NECESSARY TEMPORARY BRACING, SHORING, GUYING, OR OTHER MEANS TO AVOID EXCESSIVE STRESSES AND TO HOLD STRUCTURAL ELEMENTS IN PLACE DURING CONSTRUCTION.
- SUBMIT SHOP DRAWINGS FOR ALL PRE-FABRICATED ITEMS. CONTRACTOR SHALL REVIEW SHOP DRAWINGS BEFORE SUBMITTING TO ENGINEER. FABRICATE ITEMS AFTER REVIEW BY ENGINEER.
- JOB SITE SAFETY IS THE CONTRACTOR'S RESPONSIBILITY.
- CONTRACTOR SHALL CONFORM WITH ALL OSHA REGULATIONS.
- THE ENGINEER IS NOT RESPONSIBLE FOR THE MEANS AND METHODS OF CONSTRUCTION OR THE SAFETY OF THE JOB SITE. THESE RESPONSIBILITIES ARE INTENDED TO REMAIN SOLELY THOSE OF THE CONTRACTOR.
- ALL MATERIAL INSTALLATIONS SHALL BE INSTALLED PER THE MANUFACTURER'S RECOMMENDATIONS.
- THE STRUCTURAL PLANS AND DETAILS HAVE NOT BEEN INVESTIGATED FOR POTENTIAL ERECTION AND CONSTRUCTION LOADS. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY INVESTIGATION OF THE STRUCTURAL FRAMING FOR ERECTION OR CONSTRUCTION LOADS.
- WHEN REFERENCED IN THE PLANS AND DETAILS, THE FOLLOWING POST-INSTALLED ANCHORS SHALL BE PERMISSIBLE. CONTRACTOR SHALL SUBMIT SUBSTITUTION REQUEST FOR ANY ALTERNATE POST-INSTALLED ANCHORS.
 - ADHESIVE /EPOXY ANCHORS
 - HILTI: HY200, HY 150 MAX
 - POWERS: AC100-GOLD
 - EXPANSION ANCHORS
 - HILTI: KWIK BOLT TZ
 - POWERS: POWERS-STUD+ SD2



FOUNDATION:

- ASSUMED SOIL BEARING - 2,000 P.S.F. CONTRACTOR SHALL EMPLOY A CERTIFIED SOILS CONSULTANT DURING CONSTRUCTION TO TEST AND VERIFY ASSUMED SOIL CONDITIONS AND REPORT FINDINGS TO ENGINEER.
- CONTRACTOR SHALL OBTAIN A SOILS ENGINEER TO INSPECT SUB-GRADE AFTER EXCAVATION TO VERIFY SOIL BEARING PRESSURES. AT THE DIRECTION OF THE SOILS ENGINEER, REMOVE UNSATISFACTORY SOILS TO AN ELEVATION WHERE SATISFACTORY SOIL IS ENCOUNTERED. REPLACE UNSATISFACTORY SOIL w/ EITHER COMPACTED STRUCTURAL FILL OR CONCRETE SLURRY.
- PLACE FOUNDATION CONCRETE ON CLEAN FIRM BEARING SOILS MATERIAL.
- CONTRACTOR TO CONSULT WITH LOCAL AUTHORITIES PRIOR TO EXCAVATION TO LOCATE UNDERGROUND GAS, SEWER, WATER, AND ELECTRICAL OBSTACLES.
- STRUCTURAL FILL
LOCATION: ALL BACKFILL WITHIN 5'-0" OF THE BUILDING LINES, BELOW STRUCTURAL FOUNDATIONS, AND BEHIND RETAINING WALLS WITHIN A WEDGE EXTENDING UPWARDS 45 DEGREES FROM THE BACK FACE OF RETAINING WALL FOOTINGS.
- TYPE: PREDOMINANTLY WELL GRADED GRANULAR MATERIAL. UNLESS MORE STRINGENT REQUIREMENTS ARE SPECIFIED BY THE PROJECT GEOTECHNICAL ENGINEER, PROVIDE MATERIAL WITH 100% PASSING THE 3" SIEVE, 70-100% PASSING THE #4 SIEVE AND LESS THAN 15% PASSING THE #200 SIEVE.
- COMPACTION: UNLESS MORE STRINGENT REQUIREMENTS ARE SPECIFIED BY THE PROJECT GEOTECHNICAL ENGINEER, COMPACT TO 95% MODIFIED PROCTOR (ASTM: D1557) PLACED IN LIFTS NOT TO EXCEED 8".

- BACKFILLING AGAINST BOTH SIDES OF WALLS SHALL BE DONE AT THE SAME RATE TO PREVENT STRESS AND OVERTURNING OF FOUNDATION WALLS.
- ALL EARTHWORK WITH ON-SITE MATERIALS SHOULD BE PERFORMED WHEN TEMPERATURES ARE ABOVE FREEZING. FROZEN SOIL SHOULD NOT BE USED BENEATH STRUCTURES. ALL FOUNDATION EXCAVATION MUST BE INSULATED AGAINST FREEZING UNTIL CONSTRUCTION OF FOUNDATION IS COMPLETE.
- SOILS THAT BECOME RUTTED OR DISTURBED BY CONSTRUCTION VEHICLES WILL BE UNSUITABLE FOR SUPPORTING FOUNDATION AND CONCRETE SLABS. THE SOILS SHALL BE REMOVED AND REPLACED WITH COMPACTED STRUCTURAL FILL.
- NO SOIL DISTURBANCES, HOLES OR TRENCHES ARE PERMITTED BELOW FOOTINGS, WITHIN A WEDGE EXTENDING DOWNWARDS 45 DEGREES FROM THE BOTTOM EDGE OF THE FOOTING. FOOTINGS SHALL BE STEPPED DOWN AS REQUIRED TO AVOID SUCH DISTURBANCES.

CONCRETE:

- CONCRETE AND ITS PLACEMENT SHALL BE IN ACCORDANCE WITH ACI 301, ACI 318, AND THE PROJECT SPECIFICATIONS, EXCEPT AS MODIFIED BELOW. PROTECT ALL CONCRETE IN ACCORDANCE WITH ACI STANDARDS FOR HOT & COLD WEATHER CONCRETING.
- STANDARD WEIGHT CONCRETE SHALL COMPLY WITH THE FOLLOWING:
 - MINIMUM COMPRESSIVE STRENGTH (AT 28 DAYS) - 4,000 PSI
 - MAXIMUM WATER/CEMENT RATIO - .45 (AIR ENTRAINED)
 - MAXIMUM AGGREGATE SIZE - 1 1/2"
 - TOTAL AIR CONTENT - 5% ± 1 1/2% - (1 1/2" AGGREGATE)
 - MAX SLUMP - 3" (TYPICAL)
 - REINFORCING BARS: PROVIDE DEFORMED BARS COMPLYING WITH ASTM A615 GRADE 60.
 - WELDED WIRE FABRIC: ASTM A185, COLD DRAWN STEEL PLAIN.
 - NO ADMIXTURES WITHOUT REVIEW FROM ENGINEER. ADMIXTURES CONTAINING CHLORIDES SHALL NOT BE USED.
- CONCRETE COVERAGE FOR REINFORCING (U.N.O.):
 - UNFORMED CONCRETE IN CONTACT WITH EARTH = 3"
 - FORMED CONCRETE IN CONTACT WITH EARTH = 2"
 - OTHER CONCRETE = 1 1/2"
- LAP SPLICES SHALL BE THE FOLLOWING BAR DIAMETERS UNLESS NOTED OTHERWISE ON DRAWINGS. LOCATE SPLICES AT POINT OF MINIMUM STRESS. WELDED SPLICES ARE NOT PERMITTED.

4A. ALL REINF. EXCEPT FOR THAT NOTED IN 4B.

REINFORCEMENT	LAP LENGTH IN BAR DIAMETERS
#3 THROUGH #6	38
#7 THROUGH #11	48

4B. HORIZONTAL REINFORCEMENT SO PLACED THAT MORE THAN 12 INCH OF CONCRETE IS CAST BELOW THE REINFORCEMENT (I.E. HORIZONTAL WALL REINFORCEMENT AND TOP BEAM REINFORCEMENT)

REINFORCEMENT	LAP LENGTH IN BAR DIAMETERS
#3 THROUGH #6	50
#7 THROUGH #11	62

4C. WELDED WIRE FABRIC - MESH SPACE +2".

- COMPLY WITH ACI 301. POSITION, SUPPORT AND SECURE REINFORCEMENT AGAINST DISPLACEMENT, LOCATE AND SUPPORT WITH METAL CHAIRS, RUNNERS, BOLSTERS, SPACERS, AND HANGERS, AS REQUIRED. SET WIRE TIES SO ENDS ARE DIRECTED INTO CONCRETE, NOT TOWARD EXPOSED CONCRETE SURFACES.
- PROVIDE DOWELS OF SAME SIZE AND SPACING AS VERTICAL WALL OR COLUMN REINFORCING WITH STANDARD HOOKS, AT THE FOUNDATION (U.N.O.).
- MAXIMUM FREE DROP OF ALL CONCRETE = 2'-0".
- CONCRETE CAN ONLY BE PLACED ON A FROST-FREE SUBGRADE.
- MECHANICALLY VIBRATE ALL CONCRETE.
- PROVIDE A 3/4"x3/4" CHAMFER ON ALL EXPOSED CORNERS OF CONCRETE, UNLESS CONCRETE IS ADJACENT TO GRATING.
- ALL CAST-IN-PLACE CONCRETE SHALL BE PROTECTED AGAINST RAPID DRYING AND MUST BE KEPT MOIST FOR A MINIMUM OF (7) DAYS FOR NOMINAL CONCRETE.
- CONCRETE FIELD TESTS FOR SLUMP, AIR CONTENT, YIELD AND STRENGTH SHALL BE CONDUCTED BY A CERTIFIED CONCRETE TECHNICIAN IN ACCORDANCE WITH ACI 301. TESTS SHALL BE SUBMITTED TO ENGINEER FOR REVIEW.

HEESAKKER PARK KAYAK LAUNCH VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WI OUTLINE SPECIFICATIONS

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TCM
PROJECT NO.
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DATE
APR., 2017
SHEET NO.
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