



# AGENDA

## REGULAR BOARD MEETING

PLACE: Little Chute Village Hall  
DATE: Wednesday, June 15<sup>th</sup>, 2022  
TIME: 6:00 p.m.

**Virtually attend the June 15<sup>th</sup> Regular Board meeting at 6 PM by following the zoom link here:**

Join Zoom Meeting

<https://us06web.zoom.us/j/81098352580>

Meeting ID: 810 9835 2580

Dial by your location: 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. Other Informational Items—May Monthly Report
- G. 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 June 1, 2022
  - 2. Disbursement List
  - 3. Resolution No. 17, Series 2022 CSM for Kathy McKee
  - 4. Approval of 2022 – 2023 Liquor License Renewals
- H. Department and Officers Progress Reports
- I. Action—Spirit Ct. Site Plan
- J. Discussion/Action—Space Needs Study Additional GIS Work
- K. Discussion/Action—Intergovernmental Agreement (IGA) with Town of Vandenbroek for Buchanan Rd.
- L. Discussion/Action—Pheasant Run Storm Project Update

- M. Discussion/Action—Adopt 2023-2027 Capital Improvement Plan (CIP)
- N. Discussion/Action—Adopt Resolution No. 18, Series 2022 Compliance Maintenance Report (CMAR)
- O. Call for Unfinished Business
- P. Items for Future Agenda
- Q. Closed Sessions:
  - a) 19.85(1)(e) Wis. Stats. Deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session. *Discuss Economic Development Items*
  - b) 19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Personnel Matter*
- R. Return to Open Session
- S. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made with as much advance notice as possible to the Clerk's Office at 108 West Main Street, (920) 423-3852, [email: Laurie@littlechutewi.org](mailto:Laurie@littlechutewi.org) Prepared: June 10, 2022

# VILLAGE OF LITTLE CHUTE MONTHLY REPORT



## ***Little Chute***

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

MAY 2022

Village Report to the Board of Trustees

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

## VILLAGE OF LITTLE CHUTE MONTHLY REPORT – MAY 2022

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

As we continue this effort, the style and metrics will be fine-tuned to better capture operational aspects that will serve staff, the board and public with a more robust understanding of operations. Ultimately, this information can be used to assist in policy and fiscal decisions on the future of Village operations. Ultimately, it is our intention to show how our dedicated team of individuals serve the community while also indicating a monthly snapshot of the fiscal well-being for the Village of Little Chute.

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

### Department Overview

The report will track monthly activities for the following:

- Village Administrator
- Clerk
- Community Development
- Finance Department
- Monthly Consolidated Financial Statement by Account
- Little Chute Fire Department
- Fox Valley Metro Police Department
- Little Chute Public Library
- Parks, Recreation and Forestry Department
- Department of Public Works

### Questions or Comments

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

Beau Bernhoft  
Village Administrator  
108 W. Main Street  
Little Chute, WI 54140  
920-423-3850  
[beau@littlechutewi.org](mailto:beau@littlechutewi.org)

# VILLAGE ADMINISTRATOR

## Administration Updates

- Continued work with the Fox Cities Convention and Visitors Bureau (FCCVB) on Destination Master Plan. Will be assisting through survey outreach to Little Chute residents.
- Met with developers on new projects in the Village.
- Working diligently with Department Heads on policy updates to match our current practices.
- Continued research and meetings with labor negotiations.
- Met with neighboring community leaders to network and share ideas with one another.

## Current Work List and Progress Update

- Continued discussions with developers for future projects.
- Wage and Compensation Study: continued meetings – data presentation and review in June.
- Transportation Utility Study: staff reviewing data and comparing to other communities.
- Fire Space Needs Study: staff working with the consultant. Reviewing potential sites based on the provided data.
- Continued progress on Capital Improvement Plan. Anticipated review and approval for June.

## Items for June

- Wage and Compensation Study progress and preparation for Board presentation.
- Assist Finance in finalization of CIP and prepare for 2023 budget discussions.
- Continue progress on LCCAN Fiber Optic project. Need to see estimates and understand the scope of work both stakeholders would like to have accomplished.
- Continue legal discussions regarding Outagamie County Landfill Operations. Anticipating scheduling for meetings with both HOVMSD and Landfill leadership.

# VILLAGE CLERK

Spring Elections wrapped up and our focus has shifted to preparing for the two upcoming Fall Elections. With the Governor's Race and Senate position up for election we are anticipating a record turnout. We have been ordering supplies, making elections plans and contacting poll workers in preparation for the August Primary. It's Liquor License Renewal and Operator Renewal Season. We have been busy sending out paperwork and processing renewals. Final licenses will be mailed/delivered at the end of the month. We are delighted to bring back the 4<sup>th</sup> Annual Hot Diggity Dog Lunch in June, featuring Special Guest Hamburger.


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


- Begin to contact poll workers and plan schedules for August Election
- Plan for August Election, determine ballot styles and quantities
- Update Website and social media with New Wards and Spring Election Information
- Mail out and process Liquor License Renewal paperwork
- Shared data from social media sites
- Agendas/Minutes for meetings
- Continued maintenance of the Village Website
- Work with other Departments to create Social Media schedule, coordinate postings
- Ongoing phone/supply ordering support
- Operator License Renewals
- Plan and organize 4<sup>th</sup> Annual Hot Dog Luncheon
- Plan for Board of Review
- Hold Open Book
- Participate in Wage & Compensation Study


Goals for June:

- Agendas/Minutes for meetings
- Share data from social media sites
- Maintenance of the Village Website and social media outlets
- Work with other Departments to create Social Media schedule, coordinate postings
- Ongoing phone/supply ordering support
- Planning and training for 2022 Elections
- Participate in Wage & Compensation Study
- Attend local Grand Opening Events and promote new businesses on Social Media
- Order Election supplies for August and November
- Process Liquor License Renewal paperwork and Operator License Renewals
- Print/Deliver Liquor License Renewals
- Process and send out Absentee Ballots for August Election
- Conduct Annual Board of Review
- Organize Hot Diggity Dog Luncheon

## 2022 Social Media Metrics      March      April      May      2022 Totals

	<b>Facebook Posts</b>				
	People Reached	34,789	23,414	23,559	116,869
	Engagement	9,374	8,286	11,432	35,021
	Link Clicks	299	244	368	1,584
	Comments	382	345	311	1,465
	Shares	177	118	160	719
	Reactions	1,256	1,621	1,958	7,075
	Photo Views	2,200	2,793	2,732	10,712
	Most popular post	Parking ban lifted	hydrant flushing	pond	
	New Followers	38	24	62	176
	Net Followers	34	22	60	157
	Total Followers	5,503	5,523	5,586	5,586
	<b>Facebook Videos</b>				
	Minutes Viewed	1,589	491	839	6,082
	1-Minute Video Views	345	9	172	928
	3-Second Video Views	5,024	1,700	1,851	18,468
	Video Engagement	235	23	154	666
	Most popular Video	Pool	district changes	kayak update	

	<b>Instagram</b>				
	Instagram Posts	15	15	13	65
	Likes	77	58	57	333
	Video Views	113	159	30	776
	Reach	352	309	269	1,577
	Followers	860	868	871	868
	Popular Post	Bridge	Award	Blc	

	<b>LinkedIn</b>				
	Search Apperances	55	68	28	278
	Unique Visitors	14	26	15	109
	Post Impressions	106	366	145	1,418
	Custom clicks	0	0	1	2
	followers	252	258	258	258

# COMMUNITY DEVELOPMENT

## HIGHLIGHTS

- Met with Commercial Developers regarding sites and TIF in village.
- Continued Inspections of homes, apartments, and commercial projects.
- Discussions with architects regarding new projects.
- Met with local Business Owners.
- Attended 2022 WDAC Downtown Summit

## TOP PRIORITIES FOR June 2022

- Meet with builders and owners about upcoming commercial projects.
- Work with developers regarding Commercial/Industrial projects.
- Continued Inspections of homes, apartments, industrial and commercial projects.
- Assist developers, surveyors, and realtors with zoning requirements.
- Improve Site review process (on going project)
- Meet with more Local Businesses and to collect information on potential needs for the community/business.
- BRE Visits with more businesses
- Work through Site Plan review on multiple projects
- Finish permit program set up for implementation for 2022
- Addressing and Solar panel ordinance update/creation
- Board of Review June 1st



## May Permit Summary Report

		2022	
PERMITS ISSUED	May	YTD	
<b>RESIDENTIAL</b>			
Deck	0	0	
driveway	1	4	
electrical	4	21	
Fence	3	8	
HVAC	2	13	
Mobile home	0	1	
Patio	0	2	
plumbing	3	30	
Pool	0	1	
Raze	0	0	
Roofing	3	16	
Siding	0	1	
Single Family	0	1	
Duplex	0	4	
Multi-family	0	0	
Accessory Building	0	2	
Addition/Alteration	4	14	
Miscellaneous	0	2	
Number of Permits:	20	120	
Estimated Cost:	\$190,669.00	\$2,794,203.34	
Permit Fees:	\$1,565.00	\$19,225.00	

<b>COMMERCIAL</b>			
Fence	0	2	
Fire suppression	0	2	
HVAC	0	6	
PLUMBING	0	2	
Raze	0	2	
Roofing	0	0	
New Construction	0	1	
Addition/Alteration	0	3	
Number of Permits:	0	18	
Estimated Cost:	\$0.00	\$2,702,529.98	
Permit Fees:	\$0.00	\$10,145.00	

<b>OTHER</b>			
Storm Lateral	0	1	
Water, Sanitary	1	1	
Water, Sewer & Storm	2	3	
Signs	0	4	
Number of Permits:	3	10	
Estimated Cost:	\$12,000.00	\$167,520.00	
Permit Fees:	\$240.00	\$1,020.00	

		2022	
Total	January	YTD	
Number of permits	23	148	
Estimated Cost	\$202,669.00	\$5,664,253.32	
Permit fees	\$1,805.00	\$30,390.00	

# FINANCE DEPARTMENT

## HIGHLIGHTS

- Presented Annual Comprehensive Financial Report to the Village Board, published on website and completed required filing with various regulatory agencies.
- Submitted the State Report Form C used in determining various aids.
- Prepared workpapers and source documents for fieldwork (May 12) of Tax Incremental District 6 and 8 Project Expenditure (30%) Compliance Audits.
- Presented draft 2023-2027 Capital Improvement Plan to the Village Board to gather input in anticipation of formulating the final plan for approval in June.
- Calculated the summer sewer credit
- Utility Billing Clerk completed list of top ten users for each utility that is a component for the annual continuing disclosure requirement to bondholders
- Deputy Finance Director participated in Government 101 training from the League of WI Municipalities, represented the Village at the Annual League of WI Municipal Insurance Meeting and virtually attended two legal webinars on Municipal Finance and Wage and Hour trends.
- Biometric Screening hosted at Village Hall on May 19 to assist our employees in achieving their Well Wisconsin incentive and increase employee health awareness.
- Continued steps in the Wage and Compensation Study: Human Resource Manager participated with Administrator in consultant meetings with each Department Head.
- Human Resource Manager led team from DPW, DPRF and Payroll to review business and pay practice for park bathroom sign up work completed on holidays after employee concern was brought forth regarding pay practice. Decision to revert to prior business process of not cleaning park bathrooms on holidays. Presented change in process at MSB with DPRF setting clear pay expectations on all park bathrooms sign up work adding verbiage to sign up sheet documenting this information as well.

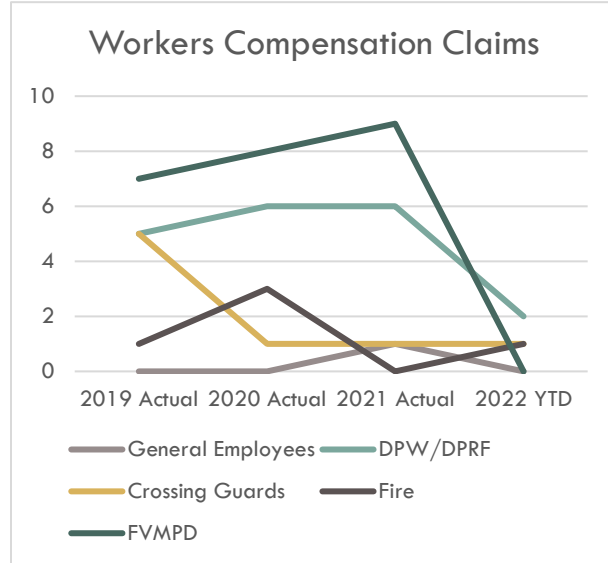
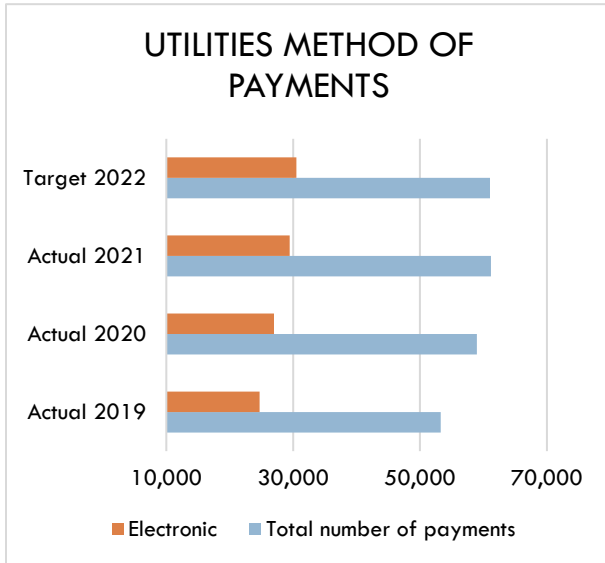
## TOP PRIORITIES FOR JUNE

- Final review of financial information in the third draft of Transportation Study report
- Issue 30% Tax Incremental District Compliance audit financials
- Setup of confidential printing on first floor copier to prevent information exposure on the copier unsupervised.
- File Annual Tax Incremental District Report (Form PE-300) with the State by July 1.
- Human Resource Manager is working in conjunction with the Village Administrator on final steps to present the draft Wage and Compensation Study to the Village Board.
- Complete Popular Annual Finance Report (user friendly and simplified format of audit)

## CONTINUOUS IMPROVEMENT EFFORTS

- Cross-training and procedure implementation for monthly court reconciliation process.

- In response to recent download inconsistencies from our third-party payment vendor (Payment Services Network), the Finance team is establishing response procedures and reconciliation tools to ensure accurate payments are recorded timely when issue arises.
- Finalize configuration of payroll system to utilize the new “Enter Payroll Checks” process. The old version will be decommissioned in August 2022 by software provider.



## PERFORMANCE MEASUREMENTS

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>Target 2022</u>
# months bank reconciliation completed timely	7	12	12	12
# of stale checks outstanding	57	22	5	4
Custodial credit risk	\$.3K	\$3.7	\$0	\$0
Investment performance vs 1-3 Year US Treasury Index	2.44% vs 3.55%	3.26% vs 3.10%	.48% vs .07%	2% vs 1.9%
% of customers paying online	42%	53%	55%	57%
Continuous improvement initiatives	25	37	32	24
Number of special assessment billings	67	75	36	115
Average number of monthly utility bills	4,472	4,585	4,671	4,700
Annual number of utility work orders	920	940	1,033	1,000

<b>Annual tax certification letters</b>	<b>540</b>	<b>774</b>	<b>673</b>	<b>675</b>
<b>General obligation bond rating</b>	<b>Aa3</b>	<b>Aa3</b>	<b>Aa3</b>	<b>Aa3</b>
<b># of auditor's compliance issues</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>
<b>% of time monthly financials closed within 15 days</b>	<b>58%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>% of staff adequately trained/cross trained</b>	<b>70%</b>	<b>90%</b>	<b>90%</b>	<b>100%</b>

#### **FINANCIAL LEARNING OPPORTUNITY FOR THE MONTH:**

**Credit and Debit Card Fees:** There are three main fees for accepting cards: Payment processing, assessment, and interchange fees. On average, it costs \$1.60 in processing fees for a \$100 credit/debit card payment, and only \$.33 for a paper check payment. Credit/debit card fees are high because of 1) the nature of the real-time, guaranteed payment process; 2) the cost of fraud in the industry; and 3) the increasing use of rewards-cards. Visa/MasterCard charge higher interchange fees to merchants for processing these cards, so that the card issuers can in-turn provide the cardholder with "rewards".

# Little Chute Fire Department

## LCFD Incident Report

May 2022

Number of responses: 18

Last years: 23

YTD: 71

- 05/01/2022**      **13:26 Vehicle accident @ intersection of E. Main Street & Sue**  
**Engine 3621, Squad 3671, Car 3632**  
**#22LC00053**
- 05/01/2022**      **17:50 Vehicle accident @ 1450 E. North Avenue west bound,**  
**extrication and accident clean up**  
**Engine 3621, Squad 3671, Engine 3622, Pickup 3631, Car 3632**  
**#22LC00054**
- 05/05/2022**      **12:46 Burning complaint @ 322 E. North Avenue, occupant was**  
**burning a couch, advised of burn ordinance.**  
**Car 3632**  
**#22LC00055**
- 05/07/2022**      **10:56 Alarm sounding @ 2204 Golden Gate Drive, Apt. 11,**  
**investigated found a faulty detector**  
**Engine 3621, Truck 3641, Car 3632**

**#22LC00056**

**05/07/2022      15:46 CO alarm sounding @ 1116 Cedar Street,  
Engine 3621**

**#22LC00057**

**05/10/2022      13:55 Vehicle accident w/scene safety, 904 E. Main Street,  
vehicle vs. power pole  
Engine 3621, Squad 3671, Car 3632**

**#22LC00058**

**05/11/2022      19:23 burning complaint @ 620 E. Main Street  
Engine 3621**

**#22LC00059**

**05/12/2022      23:57 Mutual Aid @ Freedom Fire Dept. N4075 County Road C,  
garage fire  
Car 3632 to scene, Engine 3622 on standby**

**#22LC00060**

**05/13/2022      21:36 Burning complaint @ 1110 Grand Avenue  
Engine 3621, Car 3632**

**#22LC00061**

**05/13/2022      21:42 Wire down @ Moasis 300 Moasis Drive,  
Vehicle struck a building, which knocked the wire down**

**Engine 3621, Truck 3641, Car 3632**

**#22LC00062**

**05/14/2022      15:34 Occupant locked in bathroom @ Country Inn and Suites  
130 Patriot Drive  
2 people trapped due to lock malfunction, forced entry to assist  
Engine 3621, Car 3632  
#22LC00063**

**05/16/2022      03:44 Lift assist @ Atrium 1201 Garfield Avenue  
Engine 3621, Car 3632  
#22LC00064**

**05/25/2022      11:44 Mutual aid @ Freedom Fire Dept. N3104 French Road,  
stove fire 3601 to scene, others to standby @ station  
Car 3632  
#22LC00065**

**05/25/2022      19:15 CO Detector sounding @ 2901 Gardenia Drive, faulty  
detector  
Engine 3621, Truck 3641, Car 3632  
#22LC00066**

**05/30/2022      13:38 Accident with scene safety @1703 Meadowview Lane,  
heavy structural damage to duplex unit  
Engine 3621, Squad 3671**

**#22LC00067**

**05/31/2022      12:21 Wires down caught by a semi, near intersection of E. Wisconsin Avenue & Fillmore Street, communication wires no power lines**

**Engine 3621, Car 3632**

**#22LC00068**

**05/31/2022      14:27 Accident with scene safety intersection of Freedom Road and E. Elm Drive**

**Engine 3621, Car 3632**

**#22LC00069**

**05/31/2022      20:36 Carbon Monoxide alarm @ 217 Ravine Street, investigated found concentration of CO, ventilated and left a monitor on site**

**Aerial 3641, Engine 3621, Squad 3671, Car 3632**

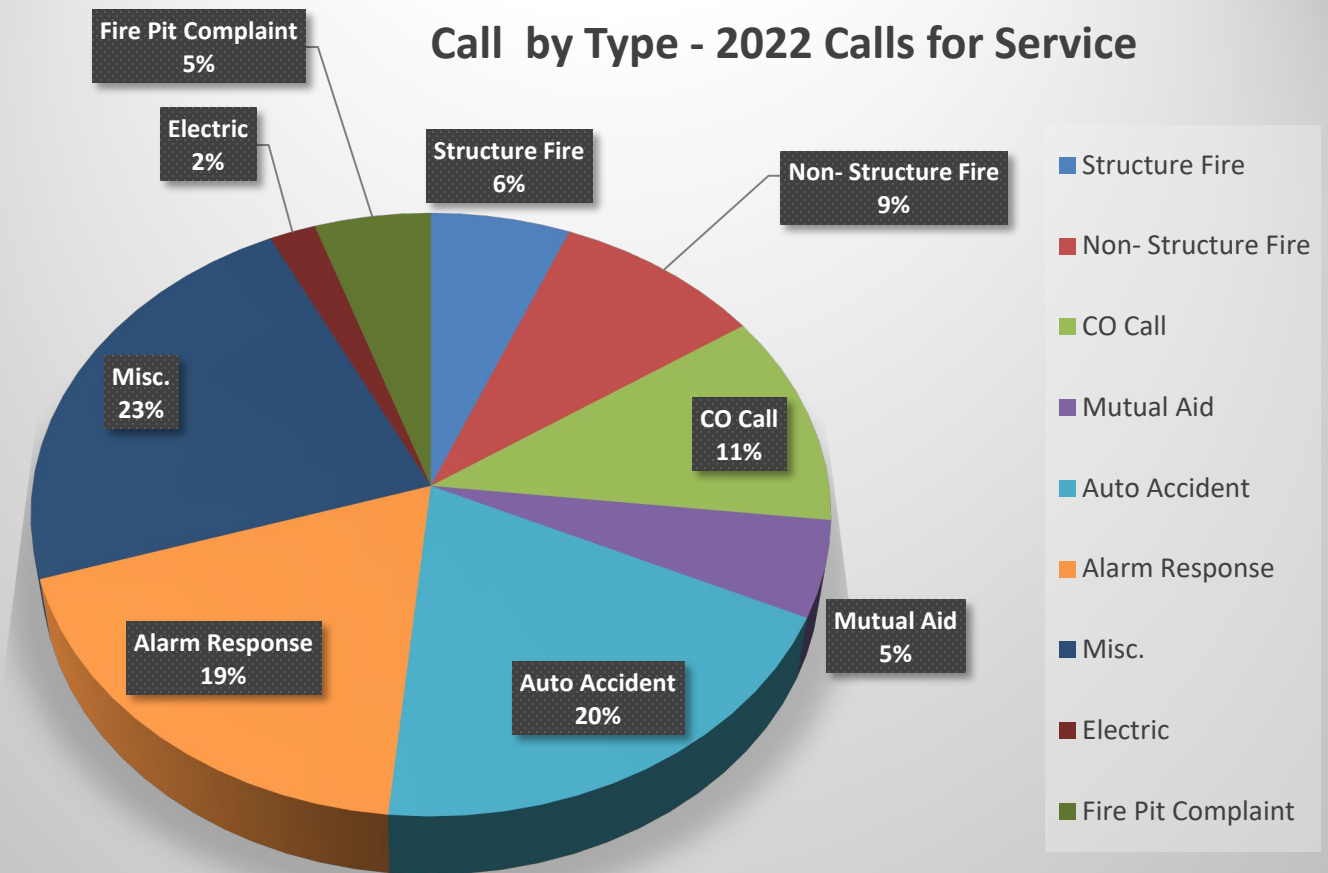
**#22LC00070**



# Little Chute Fire Department - 2022 Calls for Service

	Structure Fire	Non-Structure Fire	CO Call	Mutual Aid	Auto Accident	Alarm Response	Misc.	Electric	Fire Pit Complaint	2022 Total Responses	2021 Total Responses	2020 Total Responses	2019 Total Responses	2018 Total Responses	2017 Total Responses	2016 Total Responses	2015 Total Responses
<b>2022 SUMMARY</b>	<b>6</b>	<b>9</b>	<b>11</b>	<b>5</b>	<b>19</b>	<b>18</b>	<b>22</b>	<b>2</b>	<b>5</b>	<b>97</b>	<b>181</b>	<b>152</b>	<b>202</b>	<b>165</b>	<b>172</b>	<b>155</b>	<b>132</b>
January 2021 Calls	1	2	2	0	2	2	4	0	0	13							
February 2021 Calls	1	1	2	0	2	4	3	0	0	13							
March 2021 Calls	2	4	4	1	8	8	10	0	0	37							
April 2021 Calls	2	2	0	2	2	3	3	0	2	16							
May 2021 Calls	0	0	3	2	5	1	2	2	3	18							
June 2021 Calls																	
July 2021 Calls																	
August 2021 Calls																	
September 2021 Calls																	
October 2021 Calls																	
November 2021 Calls																	

## Call by Type - 2022 Calls for Service





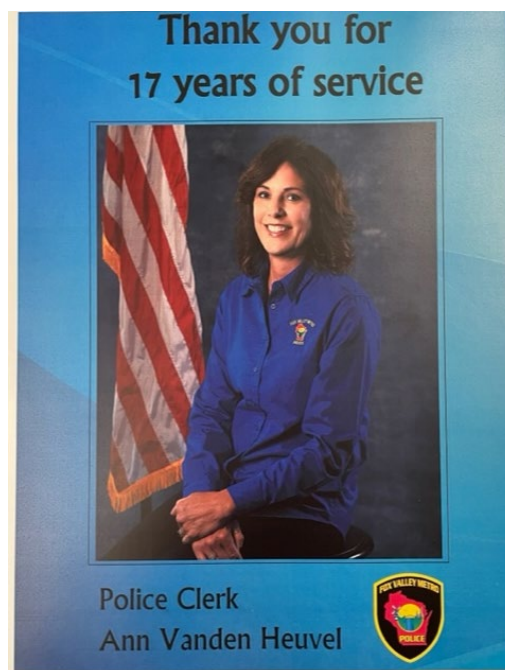
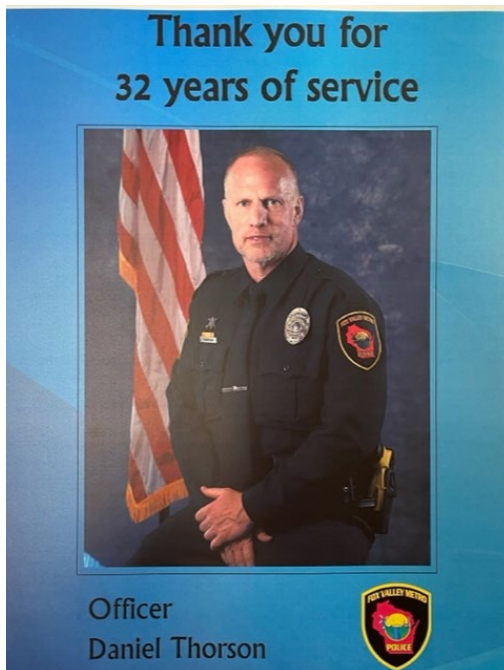
# FOX VALLEY METRO POLICE DEPARTMENT

## PERSONNEL

### Retirements...

Officer Daniel Thorson's last day of work was Thursday, June 2<sup>nd</sup>.

Clerk Vanden Heuvel's last day of work is June 30<sup>th</sup>.



### New hires...

Officers Jacob Mocadlo and Logan Hietpas are our newest members of the department. Both started on May 23<sup>rd</sup> with an administration week of training. They are now on field training with another officer.



Officer Jack Schinke has completed his field training portion of his probationary period.

We are in an active recruitment process for a police officer position to fill the vacancy created by Thorson's retirement. Below is the link to the process and a QR code...

<http://www.fvmpd.org/691/Recruitment>



## FLEET

One of the new, 2022 squad cars has been upfitted and is in-service with the patrol fleet.

The second, new squad is almost ready to be put into service.

## EVENTS

Metro will be participating in and/or allocating personnel to the following special events:

EVENT	ANTICIPATED PERSONNEL HOURS	DATE
Memorial Day Parade	12	5/30/2022
Cheese Fest	112	6/3/2022
Little Chute Fireworks	27.5	7/1/2022
Kimberly Fireworks	27.5	7/3/2022
Paper Fest	132	7/14/2022
Kimberly Touch-A-Truck	2.5	7/28/2022
National Night Out	25	8/2/2022
Bike to the Beat	22	8/6/2022
US Venture Open	4	8/10/2022
Little Chute Touch-a Truck	2.5	8/16/2022
Rock Cancer	25	8/20/2022
Fox Cities Marathon	14	9/18/2022
Walk for Autism	6	TBD
<b>TOTAL STAFF HOURS</b>	<b>412</b>	

It is estimated that about 412 department staff hours will be used to staff these events. Much of this is by way of overtime.

#### ACTIVITY/ PERFORMANCE METRICS

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



# FOX VALLEY METRO POLICE DEPARTMENT

Month-to-Date CAD Call Detail

## Month-To-Date CAD Received Calls

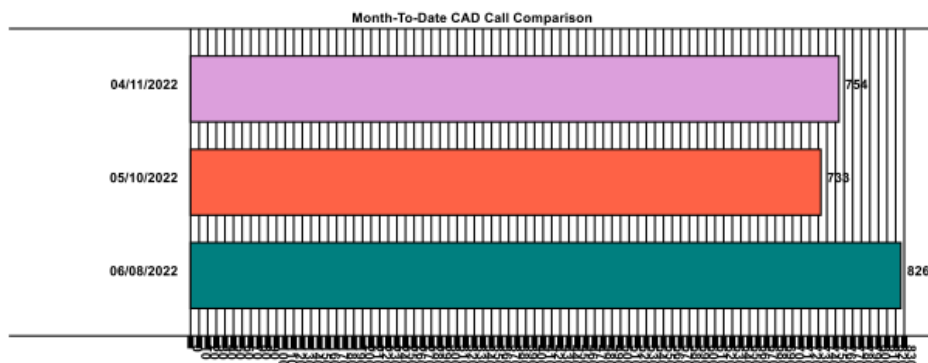
Call Nature	05/11/2022 to 06/08/2022:	04/12/2022 to 05/10/2022:	1 mo % change:	03/14/2022 to 04/11/2022:	2 mo % change:
911 Misdeal	47	36	30.6%	53	-11.3%
Abandoned Vehicle	1	3	-66.7%	4	-75.0%
Abdominal A-Adam Response	1	0	N/A	0	N/A
Abdominal C-Charlie Response	1	1	0.0%	2	-50.0%
Accident in a Parking Lot	5	6	-16.7%	4	25.0%
Accident with Injury	0	1	-100.0%	2	-100.0%
Accident with Scene Safety	1	1	0.0%	0	N/A
Alcohol Violations	1	0	N/A	0	N/A
Animal Bite	1	2	-50.0%	1	0.0%
Animal Call	26	22	18.2%	21	23.8%
Assist Citizen or Agency	50	36	38.9%	52	-3.8%
Bicycle Stop	0	0	N/A	1	-100.0%
Bleeding A-Adam Response	1	0	N/A	0	N/A
Bleeding B-Boy Response	0	0	N/A	1	-100.0%
Bleeding D-David Response	3	1	200.0%	2	50.0%
Breathing Problem C-Charles	0	2	-100.0%	0	N/A
Breathing Problem D-David	2	3	-33.3%	4	-50.0%
Breathing Problem E-Edward	0	0	N/A	1	-100.0%
Carbon Monoxide Alarm	2	1	100.0%	0	N/A
Chest Complaint D-David	5	2	150.0%	3	66.7%
Civil Matter Assist	2	0	N/A	1	100.0%
Civil Process	7	6	16.7%	6	16.7%
Crime Prevention	41	45	-8.9%	54	-24.1%
Damage to Property	7	2	250.0%	7	0.0%
Diabetic Issue A-Adam	1	0	N/A	0	N/A
Diabetic Issue C-Charles	0	0	N/A	1	-100.0%
Diabetic Issue D-David	0	1	-100.0%	0	N/A
Disorderly Conduct	1	0	N/A	0	N/A
Disturbance	10	13	-23.1%	18	-44.4%
Disturbance with a Weapon	0	0	N/A	1	-100.0%
Domestic Disturbance	6	3	100.0%	4	50.0%

Village of Little Chute Monthly Report – May 2022

Drug Complaint	3	5	-40.0%	2	50.0%
Dumpster Fire	0	1	-100.0%	0	N/A
Emergency Committal	0	0	N/A	1	-100.0%
Fainting A-Adam	0	2	-100.0%	1	-100.0%
Fainting C-Charles	0	0	N/A	4	-100.0%
Falls A-Adam Response	1	0	N/A	0	N/A
Falls B-Boy Response	0	2	-100.0%	3	-100.0%
Falls D-David Response	2	0	N/A	1	100.0%
Fire Alarm Commercial	0	4	-100.0%	0	N/A
Fire Stuck Elevator Rescue	0	1	-100.0%	0	N/A
Fire Unauthorized Burning	3	2	50.0%	0	N/A
Fire Vegetation or Grass	0	1	-100.0%	1	-100.0%
Fire Vehicle Small	1	0	N/A	2	-50.0%
Fireworks Complaint	1	0	N/A	0	N/A
Follow Up	21	18	16.7%	29	-27.6%
Fraud Complaint	3	5	-40.0%	8	-62.5%
Harassment	5	5	0.0%	8	-37.5%
Hazard in Roadway	15	13	15.4%	9	66.7%
Heart Problem C-Charles	2	1	100.0%	0	N/A
Heart Problem D-David	2	0	N/A	4	-50.0%
Jail GPS Checks	7	10	-30.0%	1	600.0%
Juvenile Complaint	8	6	33.3%	7	14.3%
K9 Advisory Alarm	1	0	N/A	0	N/A
Law Alarms - Burglary Panic	10	9	11.1%	5	100.0%
Lost or Found Valuables	15	10	50.0%	8	87.5%
Medical Assistance No Injury	3	0	N/A	4	-25.0%
Medical Pre-Alert	3	6	-50.0%	4	-25.0%
Missing Person	1	1	0.0%	2	-50.0%
Motorist Assist	22	14	57.1%	20	10.0%
Natural Gas or Propane Leak	0	0	N/A	1	-100.0%
Noise Complaint	11	2	450.0%	7	57.1%
Ordinance Violation	12	17	-29.4%	8	50.0%
Overdose C-Charles	1	1	0.0%	0	N/A
Overdose D-David	1	0	N/A	0	N/A
PNB B-Boy Response	0	0	N/A	1	-100.0%
PNB D-David Response	0	0	N/A	1	-100.0%
PNB E-Edward Response	1	1	0.0%	2	-50.0%
Parking Enforcement	47	17	176.5%	6	683.3%
Parking Request	0	1	-100.0%	1	-100.0%
Reckless Driving Complaint	34	27	25.9%	16	112.5%
Residence Lockout	3	0	N/A	0	N/A

Village of Little Chute Monthly Report – May 2022

Retail Theft	1	0	N/A	1	0.0%
Runaway Juvenile	1	1	0.0%	1	0.0%
Scam	2	1	100.0%	2	0.0%
School Safety	21	19	10.5%	8	162.5%
Seizure A-Adam Response	0	1	-100.0%	0	N/A
Seizure D-David Response	1	0	N/A	0	N/A
Sex Offense	2	1	100.0%	2	0.0%
Sick A-Adam	4	4	0.0%	3	33.3%
Sick C-Charles	3	2	50.0%	1	200.0%
Sick D-David	1	2	-50.0%	0	N/A
Stroke C-Charles	1	4	-75.0%	3	-66.7%
Structure Fire Smoke or Flame	1	1	0.0%	1	0.0%
Suicide A-Adam	0	1	-100.0%	0	N/A
Suicide B-Boy	1	0	N/A	0	N/A
Suspicious Incident	10	11	-9.1%	11	-9.1%
Suspicious Person	10	5	100.0%	9	11.1%
Suspicious Vehicle	6	6	0.0%	9	-33.3%
Testing Only	0	3	-100.0%	1	-100.0%
Theft Complaint	4	6	-33.3%	11	-63.6%
Theft of Automobile Complaint	0	1	-100.0%	1	-100.0%
Traffic Enforcement	5	10	-50.0%	4	25.0%
Traffic Stop	188	193	-2.6%	204	-7.8%
Transport Accident B-Boy	1	2	-50.0%	0	N/A
Transport Accident D-David	1	0	N/A	0	N/A
Traumatic Injuries A-Adam	0	0	N/A	2	-100.0%
Trespassing	3	1	200.0%	2	50.0%
Unconscious D-David	4	4	0.0%	4	0.0%
Unlocked or Standing Open Door	4	7	-42.9%	6	-33.3%
Vacant House Check	1	0	N/A	0	N/A
Vehicle Accident	28	18	55.6%	14	100.0%
Vehicle Lockout	9	8	12.5%	3	200.0%
Violation of Court Order	1	1	0.0%	5	-80.0%
Wanted Person or Apprehension	3	4	-25.0%	1	200.0%
Weapon Violation	0	0	N/A	1	-100.0%
Welfare Check	46	47	-2.1%	34	35.3%
Wire Down	2	0	N/A	0	N/A







# **Little Chute Public Library**

Gerard H. Van Hoof Memorial

## VILLAGE BOARD MONTHLY REPORT

### **Highlights**

- Genefication project almost complete
- “Book-a-Bike” E-Bikes are getting checked out frequently and have great community feedback
- May was packed with library tours and school visits to promote the Summer Library Program
- Market on Main Family Area Planning
- Staff training on technology platforms
- Staff training for Summer Library Program
- Refining library directionals and signage
- Continued investigation into library IOS app
- Library continues to have increased usage and circulation from Appleton Public Library being at temporary location
- Library hosted Library System bi-monthly meeting
- Received new children’s furniture from Library System grant
- Attended webinar on library space use
- Aubrey’s community outreach: Fox Cities Book Festival, President; Fox Cities Reads, Board Member, Friends of the Library, Treasure
- Katherine’s community outreach: Windmill Board Member, Training to be Miller at Windmill; LC Historical Society, Secretary; Winnefox Library System, President; Youth Services Liaison for Library System

### **Top Priorities**

- Execution of Summer Library Program activities
- Building non-traditional checkout collection
- Bookstore organization model project
- Continuing education and community involvement opportunities for staff

### **Upcoming Events**

- Evening Book Club
- To-go Crafts
- Storytime
- Craft Circle



- Tech Tuesday's
- Comic Club
- NERF War
- Abridged Book Club
- Storybook Walk
- Author's and Ales at Stone Arch
- Fishing

**Library Event Participation Statistics:**

Craft Circle: 16

To-Go Crafts: 30

Children's Passive Programs: 350

Storytimes: 105

Book Clubs: 9

After School Game Day: 26

Comic Club: 5

FB Engagements: 375

Instagram Engagements: 98

Unboxing Views: 139

Library Tours and Class visits: 482

Free Comic Book Day: 60

Tech Tuesdays: 3

NERF War: 52

Teen Paint Pour: 13

Native American Games: 10

Fox Cities Read's Author Event: 172

Summer Promo Video Views: 97

# Library Circulation Statistics:

	2022 Library Statistics from OWLS										
	JAN	(JAN 21)	FEB	(FEB 21)	MAR	(MAR 21)	APR	(APR 21)	MAY	JUNE	JULY
Physical Materials Circulation	7,961	1,704	7,633	3,123	8,630	3,323	10,362	3,209			
Physical Renewals	2,363	531	2,406	1,197	2,610	1,256	2,509	1,213			
Hoopla EBooks	151	92	156	98	178	104	170	97			
Hoopla Audiobooks	274	168	242	168	258	190	251	163			
Hoopla Binge Pass	8	NA	1	NA	2	NA	1	NA			
Hoopla Movies	15	13	26	4	14	13	13	18			
Hoopla Comics	13	14	9	8	13	14	14	6			
Hoopla Music	16	14	11	8	10	3	11	7			
Hoopla TV	14	6	16	8	26	0	9	0			
Overdrive E Book	700	407	605	716	735	642	653	601			
Overdrive Audiobook	620	676	581	420	606	479	634	430			
Overdrive Magazines	62	NA	47	7	76	25	48	27			
ILL Loaned	1,682	1,727	1,710	1,648	2,065	1,805	1,556	1,555			
ILL Borrowed	2,677	2,167	2,205	2,207	2,647	2,217	4,071	2,173			
Public Internet Use	271	0	273	0	303	0	302	0			
Wireless Logins	747	639	804	52	835	695	835	750			
Door Count	3,360	0	3,730	0	4,626	0	4,569	780			
Card Holders	5048				4550						
Library Volunteer Hours	53		51		50		50				

# FORESTRY DEPARTMENT

## MAY HIGHLIGHTS

- Held Arbor Day observance planting with LC Elementary School kids and teachers on Tuesday, May 3.
- Men's Softball League games at Doyle Park started season Thursday, May 5.
- Held Youth Dance Revue on Sunday, May 15 at LCHS Auditorium.
- Assisted LC Diamond Club with schedule planning for youth cub, tee & coed baseball/softball programs.
- Held meeting with jet football trainer & dept staff to discuss baseline testing, equipment, forms.
- Finalized contracts for officials for jets football games this fall & start ordering supplies for fall football.
- Held Home Alone Sitter Class on Saturday, May 21.
- Held Summer Staff Bloodborne Pathogens Training & then split into separate groups for pool meeting or rec meeting with supervisors on Sunday, May 22.
- Held Jets Football coach/player/parent preseason meeting on Sunday, May 22 at Doyle Park.
- Held weekly Wednesday senior activities program for card players.
- Planning work for summer recreation programs in June.
- Finished pool start up. Experienced slide pump malfunction. Will have to consider repainting and spot plastering for next year.
- Planning work for setup, event help & cleanup for upcoming Cheese Fest.
- Planning for swim lesson signup, concession stand items & pool opening.
- Continued to set up vendors for the Pints on Plaza and Market on Main.
- Daily cleaning & sanitizing of bathrooms scheduled. Increase in vandalism to parks/bathrooms since opened; working with Metro to resolve.
- Prep work to ball diamonds & soccer fields for scheduled games.
- Planning for needed rec summer staff CPR/FirstAid/AED Training early June.
- Ash Tree removal and restoration complete.

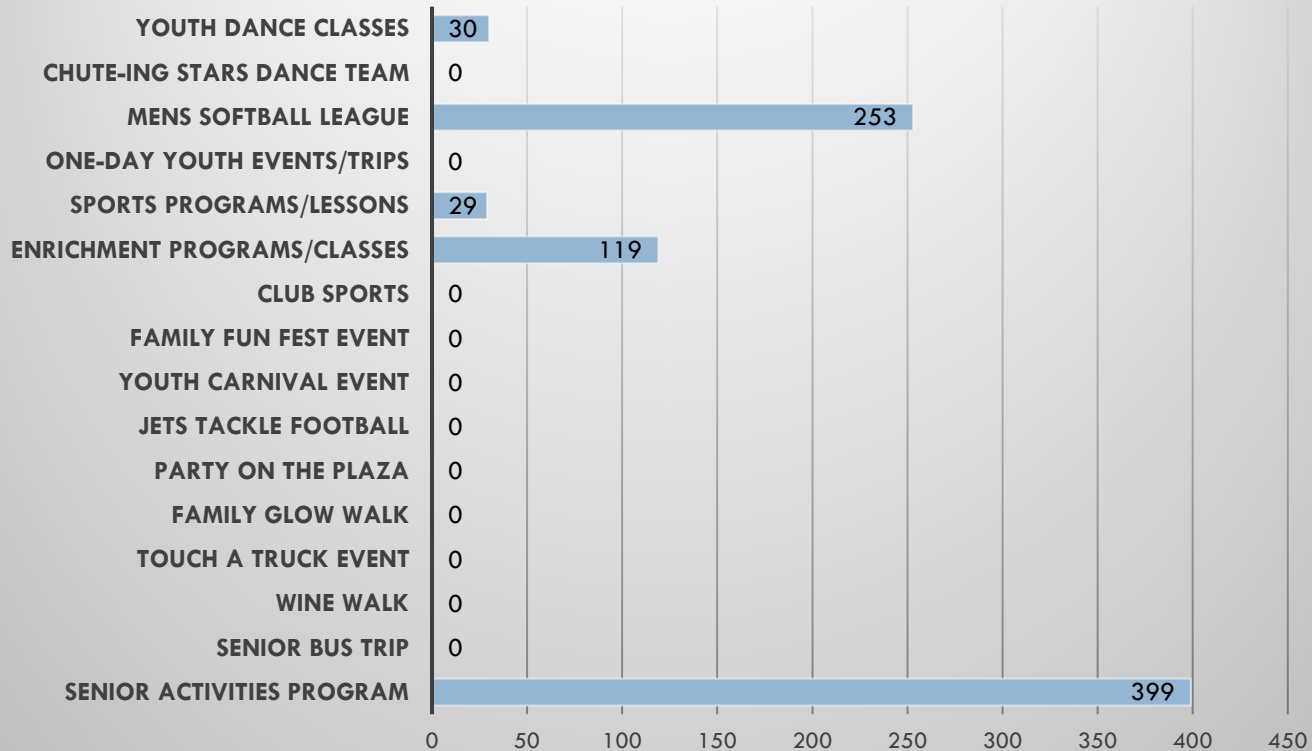


## TOP PRIORITIES FOR JUNE

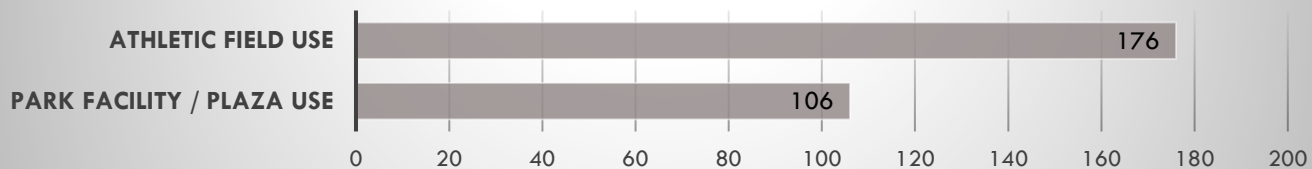
- Great Wisconsin Cheese Festival at Doyle Park on June 3, 4, & 5 - prep / event work /cleanup.
- Open Doyle Pool for the season on Sunday, June 5. Slide inoperable due to motor failure.
- Summer parks, recreation, and pool staff start work early June.
- CPR/First Aide/AED training on June 9 for recreation instructors in need of certification.
- Final prep for baseline concussion testing dates for registered fall jets tackle football players.
- Daily prep work for rec programs & themed one-day events held second full week June.
- Director John McDonald completed 1 year of service on June 14.
- Planning for programs to be in our fall/winter program book; submit book changes to graphic artist.
- Send men's softball tournament registration form to team managers.
- Hold weekly Wednesday senior activities program for card players.
- Planning work for touch-a-truck event in mid August
- Planning for pool special events (cardboard box races, dive-in movie, Olympic pool races)
- Solicit sponsors for our end of summer Youth Carnival.
- Create stump removal RFP
- Remove suckers from Village terrace trees.

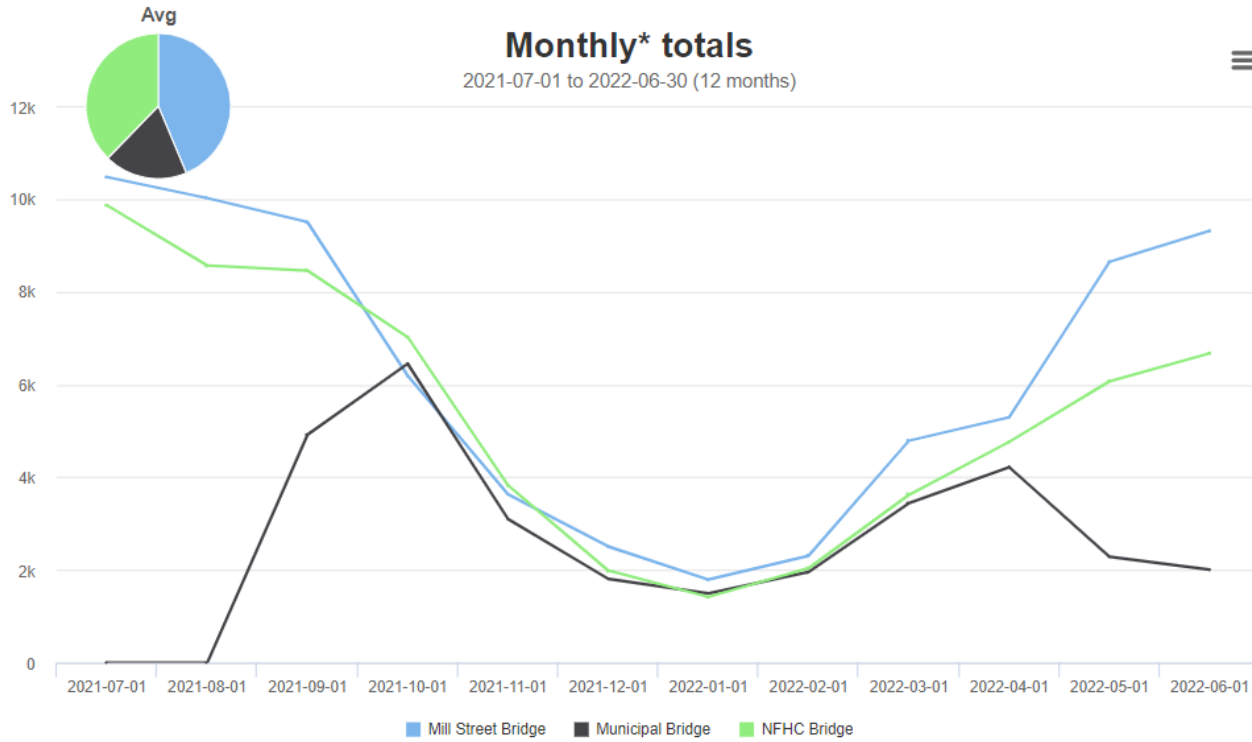
- Maintain terrace and private trees that block signage throughout Village.
- Promote and advertise for Market on Main and Pints on the Plaza.
- Prepare for 2023 budget: new projects, updates, and maintenance.

## 2022 Year-To-Date PROGRAM PARTICIPATION



## 2022 Year-To-Date...





Month	Mill Street Bridge	Municipal Bridge	NFHC Bridge
2021-07-01	10470	0	9862
2021-08-01	10014	0	8564
2021-09-01	9502	4913	8456
2021-10-01	6187	6447	7013
2021-11-01	3629	3099	3829
2021-12-01	2504	1807	1986
2022-01-01	1790	1493	1418
2022-02-01	2305	1955	2037
2022-03-01	4785	3437	3619
2022-04-01	5289	4216	4760
2022-05-01	8641	2283	6064
2022-06-01	9311	2006	6671

Running Total		
Mill Street Bridge	Municipal Bridge	NFHC Bridge
57348	29650	50291

# Department of Public Works

## Monthly Report – May 2022

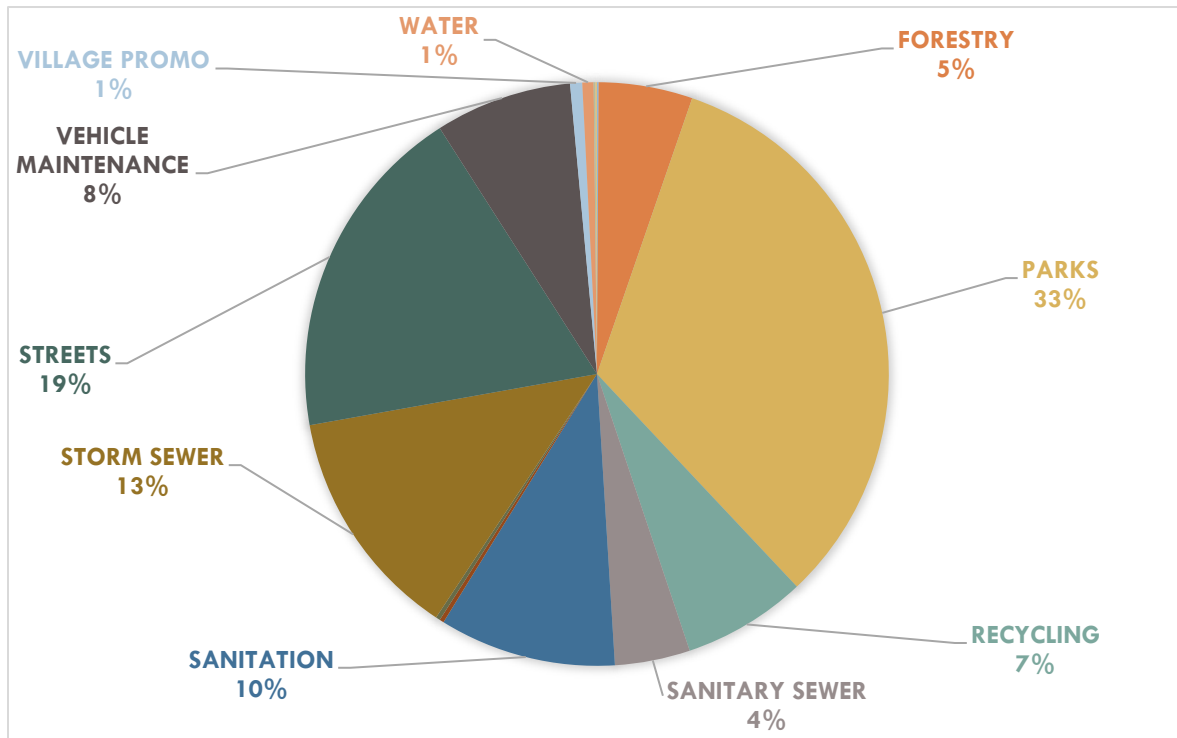
### Highlights

- Continued to monitor TDS fiber conduit installation. Installation of the fiber conduit is coming to an end. Individual service drops to properties have begun. Project lawn/terrace grading and seeding is still needed throughout the Village.
- Replaced batteries, maintained, and read laser meters in sanitary sewer system.
- Monitored erosion control and storm water permits.
- Consultant continued to work on the Geographical Information System (GIS) data conversion.
- 4,287 feet on mainline sanitary sewer was jetted.
- Street sweepers were sent out weekly.
- As of the end of May 818 residents renewed their yard waste card for the season.
- Rebuilt two storm inlets on Mill Street.
- End of monthly bulky, white goods and extra bagged refuse was competed.
- Spring street painting of yellow curbs, white stop pads and crosswalks was started.
- Removed weeds and sprayed weed killer along the Village railroad spur.
- Continue to crack seal throughout the Village.
- Equipment specs for 2022, 2023 and 2024 are being updated.

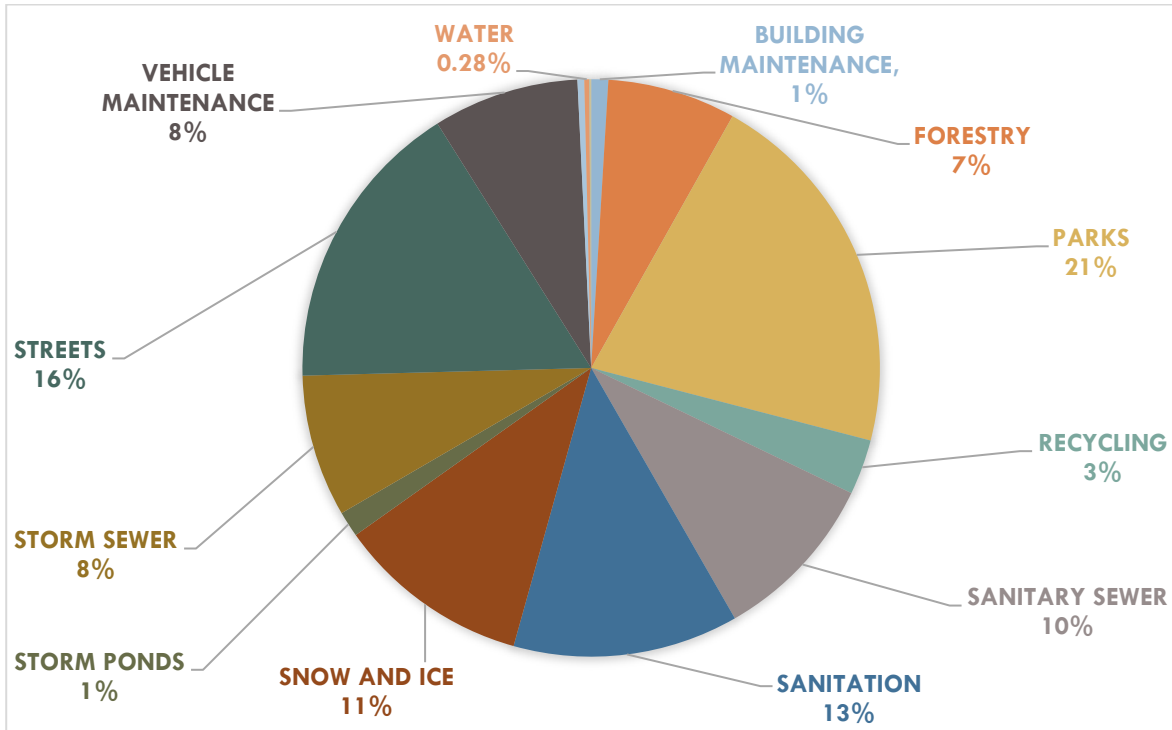
### Top Priorities for June 2022

- .
- Continue to monitor TDS main line fiber installation and service installations. Push contractor to complete lawn/terrace grading and seeding to Village standards in a timely manner.
- Employees continue to look for I&I in the sanitary collection system, some repair work has been done.
- Consultant work to continue with the Geographical Information System (GIS) data conversion.
- Prepare and submit the Compliance Maintenance Annual Report (CMAR) to the Wisconsin Department of Natural Resources.

## May 2022 Department of Public Works & Parks Department Hours Worked (Includes Full & Part-time Hours)



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





# Engineering Department

## Monthly Report – May 2022

In the month of May, no utilities were installed or removed.

**Pine Street Parking Lot and Pedestrian Mall** – This project is temporarily on hold.

**Pheasant Run Storm Sewer** – The WDNR has determined that a stream enclosure is not in the best interest of the public and they would prefer that a stream restoration be provided. Due to the amount of slope, a natural stream would be susceptible to erosion and would be a liability to the Village and not a recommended choice of conveyance.

## Top Priorities for June 2022

**Hartzheim Drive Concrete Paving** – A preliminary punch list has been prepared and was provided to the contractor for their review. A meeting will be scheduled with the Contractor in June to discuss possible pavement replacement.

**Vandenbroek Pond Construction** – This project has some minor grading repairs within the fenced area with some minor fence alterations. The Paving Contractor will complete their work by June 10th. The work week of June 13<sup>th</sup> final cleanup of the terraces is expected. Final asphalt paving will begin the week of June 20, 2022.

**Rail Road Quiet Zone** – The Contractor's proposed schedule is to begin this project on June 27<sup>th</sup> and complete the work the week of July 15, 2022.

**Main Street Turn Lanes and Crosswalks** – The Contractor's proposed schedule is to begin this project on August 15<sup>th</sup> and complete the work on October 21, 2022.

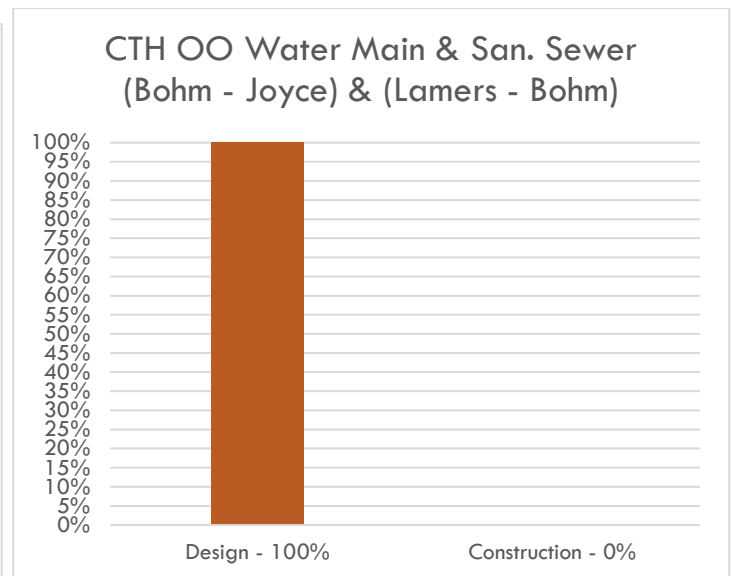
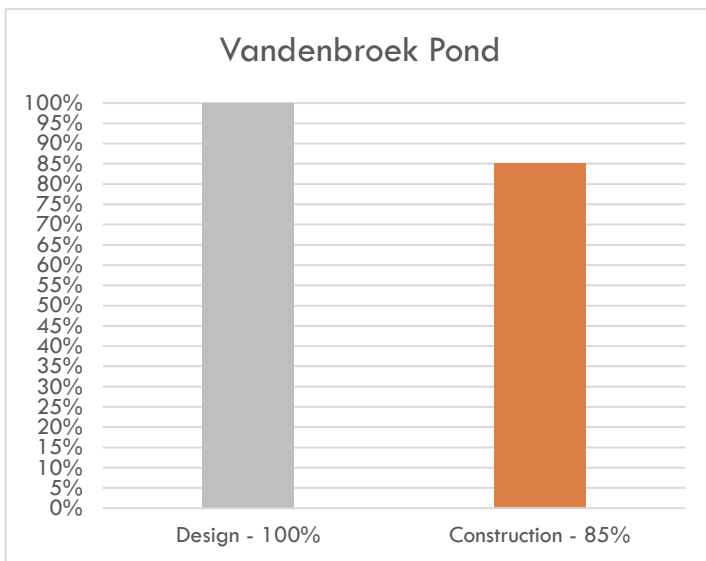
**Cherryvale Avenue Concrete Paving Project** – The Contractor's proposed schedule is to begin this project on August 15<sup>th</sup> and complete the work on October 21, 2022.

**CTH 00 Water Main (Bohm to Joyce)** – The anticipated start date for this project is early fall.

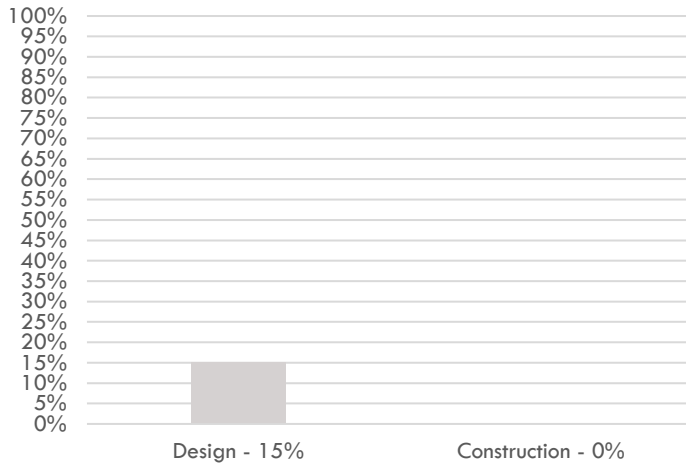
**CTH 00 Sanitary Sewer Lining (Lamers to Bohm)** – The anticipated start date for this project is also early fall.

**Buchanan Street Concrete Paving & Utilities Project** – Field survey work and base mapping is completed. Preliminary layout has begun for this project and is expected to be completed by the third week of June with preliminary grading designs to follow.

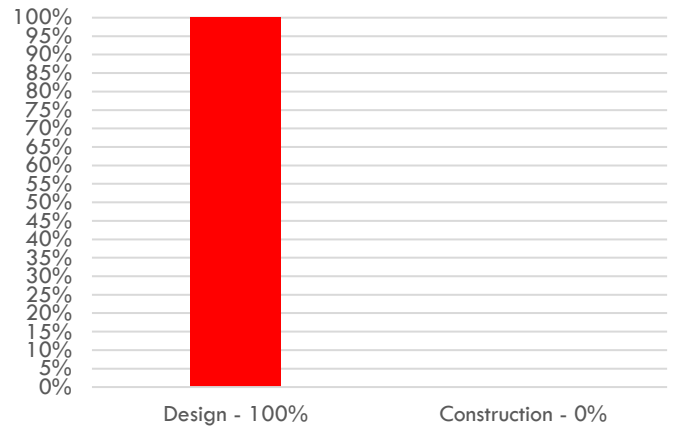
**Randolph Drive Concrete/Asphalt Paving & Utilities Project** – Field survey work and base mapping will begin the second week of June. Base mapping is expected to be completed by the end of June. Preliminary design work will begin in July.



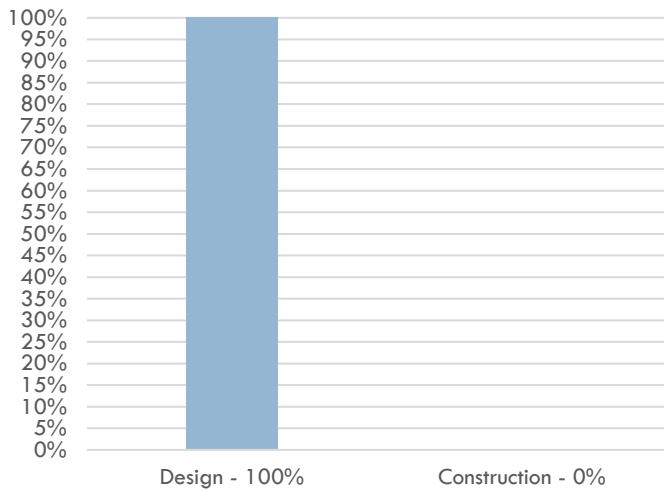
### Pine Street Parking / Ped Mall



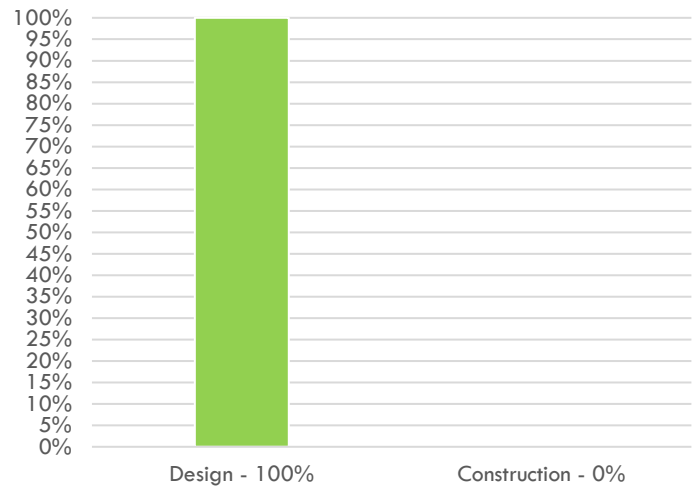
### Main Street - Turn Lanes & Crosswalks



### Cherryvale Avenue Concrete Paving



### Rail Road Quiet Zone



## **MINUTES OF THE REGULAR BOARD MEETING OF JUNE 1, 2022**

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  
John Elrick, Trustee  
James Hietpas, Trustee  
Bill Peerenboom, Trustee  
Don Van Deurzen, Trustee

EXCUSED: Brian Van Lankveldt, Trustee

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

PRESENT: Beau Bernhoft, Administrator  
Kent Taylor, Director of Public Works  
Lisa Remiker-DeWall, Finance Director  
John McDonald, Dir. Of Parks, Rec and Forestry  
Dave Kittel, Community Development Director  
Laurie Decker, Village Clerk  
Chris Murawski, Village Engineer  
Tyler Claringbole, Village Attorney  
Katherine Freund, LC Library Director

EXCUSED: Dave Kittel, Community Development Director  
Chief Meister, Fox Valley Metro Police

### **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 May 18, 2022
2. Disbursement List

*Moved by Trustee L. Van Lankveldt seconded by Trustee Peerenboom to approve the Consent Agenda as presented.*

Ayes 7, Nays 0 – Motion Carried

### **Department and Officer Reports**

Department Heads and Officers provided progress reports to the Board.

### **Discussion/Action—Space Needs Study - GIS Mapping**

This item was tabled for a future meeting.

### **Discussion/Action— Intergovernmental Agreement (IGA) with Town of Vandenbroek for Buchanan Rd.**

This item was tabled for a future meeting.

### **Discussion— Pheasant Run Storm Project Update**

Administrator Bernhoft presented a project update on the Pheasant Run storm project. Village Engineer Murawski recommends withdrawing our application from the WDNR, application fee will be refunded.

### **Discussion/Action – Budget Adjustment for LC CAN Fiber Optic Joint Project**

Director Remiker-DeWall presented the budget adjustment for the LC CAN Expansion project. It was discovered that the original memo from LC CAN had an error transposing the dollar figure in addition to excluding a line item that should have been identified with the Design and Engineering phase. The overall cost is unchanged only the classification between the two phases is corrected. To date the Village had obligated \$9,185 of the \$1,264,501 American Rescue Fund award for Design Phase 1 of the LC CAN expansion project. A budget adjustment is necessary to correct this increasing the per member cost by \$2,530.

*Moved by Trustee L. Van Lankvelt, seconded by Trustee Peerenboom to Approve the 2022 Budget Adjustment to Correct the Phase 1 cost increase by \$2,530.*

### **Roll Call Vote**

Michael Vanden Berg	Aye
Larry Van Lankvelt	Aye
John Elrick	Aye
Jim Hietpas	Aye
Don Van Deurzen	Aye
Bill Peerenboom	Aye

Ayes 6, Nays 0 – Motion Carried

### **Discussion – Draft Capital Improvement Plan**

Director Remiker-DeWall presented the draft Capital Improvement Plan. The presented plan does not commit the Village board but is a process to consider capital needs, assess fiscal capacity, plan for debt issuance and understand impact on reserves and operating budget. The Capital Improvement will be adopted at the next board meeting.

### **Call for Unfinished Business**

Transportation Study Updates

### **Items for Future Agenda**

None

### **Closed Sessions:**

- a) 19.85(1)(e) Wis. Stats. Deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session. *Discuss four (4) Economic Development items.*
- b) 19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Personnel, 2022 Review of Village Administrator*

*Moved by Trustee Elrick, seconded by Trustee L. Van Lankvelt to enter closed session at 7:00pm*

Ayes 6, Nays 0– Motion Carried

### **Return to Open Session**

*Moved by Trustee Van Deurzen, seconded by Trustee B. Elrick to exit closed session at 8:38pm*

Ayes 6, Nays 0– Motion Carried

### **Adjournment**

*Moved by Trustee Van Deurzen, seconded by Trustee B. Elrick to Adjourn the Regular Board Meeting at 8:38 p.m.*

Ayes 6, Nays 0 – Motion Carried

**VILLAGE OF LITTLE CHUTE**

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

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

## Disbursement List - June 15, 2022

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Payroll & Payroll Liabilities - June 9, 2022	\$284,058.56
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Prepaid Invoices - June 3, 2022	\$23,236.45
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Prepaid Invoices - June 10, 2022	\$381.97
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Utility Commission-

### **CURRENT ITEMS**

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Bills List - June 15, 2022	\$690,573.82
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<b>Total Payroll, Prepaid &amp; Invoices</b>	<b>\$998,250.80</b>
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The above payments are recommended for approval:

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

\_\_\_\_\_

Approved June 15, 2022

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Michael R Vanden Berg, Village President

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Laurie Decker, Clerk

## Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
<b>AL HARDWARE COMPANY</b>				
275271-325003	12 POINT STANDARD SOCKET	9.99	06/22	620-53624-255
275303-333011	TERMINAL KIT FOR SQUAD 121	12.99	05/22	207-52120-303
275307-325003	ELECTRICAL TAPE	12.99	06/22	620-53604-221
275376-333011	SHOP VAC FILTERS	38.99	05/22	207-52120-218
275381-333011	UPS POSTAGE	19.95	05/22	207-52120-226
275409-333011	SQUAD 112 REPAIR OF K9 CAGE	14.99	05/22	207-52120-247
Total AL HARDWARE COMPANY:		109.90		
<b>AMBROSIUS, WILLIE</b>				
05/26/22 - 06/02/22	MEN'S SOFTBALL SUPERVISOR	30.00	06/22	101-55300-111
05/26/22 - 06/02/22	MEN'S SOFTBALL UMPIRE	164.00	06/22	101-55300-111
Total AMBROSIUS, WILLIE:		194.00		
<b>APPLETON SIGN CO</b>				
220506-1	KAYAK LAUNCH DONOR SIGN	265.00	06/22	101-55200-216
220591-1	CHEESEFEET KING & QUEEN BANNER PANEL	435.00	06/22	101-55300-233
Total APPLETON SIGN CO:		700.00		
<b>APPLETON TROPHY &amp; ENGRAVING</b>				
34003	METAL NAMETAGS	48.00	05/22	207-52120-212
Total APPLETON TROPHY & ENGRAVING:		48.00		
<b>APWA MEMBERSHIP</b>				
869729-2022	2022 GROUP MEMBERSHIP	600.00	06/22	101-53300-208
869729-2022	2022 GROUP MEMBERSHIP	200.00	06/22	101-51415-208
Total APWA MEMBERSHIP:		800.00		
<b>ASSOCIATED APPRAISAL CONSULTANTS</b>				
162621	PROFESSIONAL SERVICES-JUNE	2,008.33	05/22	101-51530-204
Total ASSOCIATED APPRAISAL CONSULTANTS:		2,008.33		
<b>AT&amp;T LONG DISTANCE</b>				
06/22 845626857	APR/MAY CHARGES	.17	06/22	101-51650-203
06/22 845626857	APR/MAY CHARGES	.55	06/22	206-55110-203
06/22 845626857	APR/MAY CHARGES	.29	06/22	207-52120-203
Total AT&T LONG DISTANCE:		1.01		
<b>AUTOMATED COMFORT CONTROLS</b>				
31260	SEMI-ANNUAL BILLING @ LIBRARY 01/01/22 - 06/3	996.45	06/22	206-55110-243
31261	SEMI-ANNUAL BILLING @ MSB 05/01/22 - 10/31/22	2,316.00	06/22	101-53310-243
31262	SEMI-ANNUAL BILLING @ METRO 01/01/22 - 06/30/	412.65	06/22	207-52120-243
31262	SEMI-ANNUAL BILLING @ LCFD 01/01/22 - 06/30/22	412.65	06/22	101-52250-243
31268	SEMI-ANNUAL BILLING @ VILLAGE HALL 01/01/22	1,575.00	06/22	101-51650-243
Total AUTOMATED COMFORT CONTROLS:		5,712.75		



Invoice	Description	Total Cost	Period	GL Account
<b>BADGER METER INC</b>				
80100382	CELLULAR ENDPOINTS	43.61	05/22	620-53644-253
Total BADGER METER INC:		43.61		
<b>BAKER &amp; TAYLOR</b>				
2036758116	BOOKS	17.56	06/22	206-55110-206
2036758117	BOOKS	23.52	06/22	206-55110-206
2036758118	BOOKS	20.62	06/22	206-55110-206
2036771111	BOOKS	20.19	06/22	206-55110-206
2036771112	BOOKS	36.35	06/22	206-55110-206
2036771113	BOOKS	3,423.94	06/22	206-55110-206
2036793625	BOOKS	17.00	06/22	206-55110-206
2036793626	BOOKS	59.00	06/22	206-55110-206
2036793627	BOOKS	8.58	06/22	206-55110-206
2036793628	BOOKS	50.05	06/22	206-55110-206
2036793629	BOOKS	212.84	06/22	206-55110-206
Total BAKER & TAYLOR:		3,889.65		
<b>BEAR GRAPHICS INC</b>				
895705	ELECTION ENVELOPE CUSTOM IMPORT	637.52	05/22	101-51440-206
895707	OUTER ELECTION ENVELOPE CUSTOM IMPORT	637.52	05/22	101-51440-206
Total BEAR GRAPHICS INC:		1,275.04		
<b>BONS, SCOTT</b>				
05/22 REIMBURSE	REIMBURSE FOR PRESSURE SWITCH & SAFETY	143.53	05/22	101-52200-221
Total BONS, SCOTT:		143.53		
<b>CARRICO AQUATIC RESOURCES INC</b>				
20222841	SUMMER WATER MGMT AGREEMENT 2022-PYMT	3,175.00	06/22	204-55420-225
Total CARRICO AQUATIC RESOURCES INC:		3,175.00		
<b>CASALE, JESSICA</b>				
HEESAKKER 0605	SECURITY DEPOSIT REFUND	20.00	06/22	101-21235
Total CASALE, JESSICA:		20.00		
<b>CITY OF APPLETON</b>				
9486	JUNE WEIGHTS & MEASURES	594.75	06/22	101-52050-204
Total CITY OF APPLETON:		594.75		
<b>COMPASS MINERALS AMERICA</b>				
1001973	COARSE SOLAR SALT	2,972.96	05/22	620-53634-224
1002030	COARSE SOLAR SALT	2,926.72	05/22	620-53634-224
1003068	COARSE SOLAR SALT	3,289.84	05/22	620-53634-224
Total COMPASS MINERALS AMERICA:		9,189.52		
<b>CRESCENT ELECTRIC SUPPLY CO</b>				
S510078706.002	FUSE FOR STORM POND PUMP	38.95	05/22	630-53441-253

Invoice	Description	Total Cost	Period	GL Account
Total CRESCENT ELECTRIC SUPPLY CO:		38.95		
D & M FLOORING AMERICA				
CG102433	LABOR & MATERIALS TO REPAIR VINYL PLANK	825.00	05/22	206-55110-242
Total D & M FLOORING AMERICA:		825.00		
DISTRICT 2, INC.				
3543	REPAIRED LADDER RACK #3622	571.28	05/22	101-52200-247
Total DISTRICT 2, INC.:		571.28		
DORNER INC				
2021006-1	VANDENBROEK POND CONSTRUCTION	225,866.51	05/22	630-51214-263
Total DORNER INC:		225,866.51		
EHLERS INVESTMENT PARTNERS LLC				
MAY 2022	MAY INVESTMENT MANAGEMENT	227.08	05/22	610-53614-229
MAY 2022	MAY INVESTMENT MANAGEMENT	113.54	05/22	620-53924-229
MAY 2022	MAY INVESTMENT MANAGEMENT	408.74	05/22	630-53444-229
MAY 2022	MAY INVESTMENT MANAGEMENT	170.31	05/22	300-57331-229
MAY 2022	MAY INVESTMENT MANAGEMENT	215.70	05/22	101-51780-229
Total EHLERS INVESTMENT PARTNERS LLC:		1,135.37		
EVERGREEN POWER LLC				
15339	TRIMMER LINE	47.96	05/22	101-53330-221
Total EVERGREEN POWER LLC:		47.96		
FARRELL EQUIPMENT & SUPPLY CO INC				
1256072	SUPPLIES FOR CONCRETE SIDEWALK	202.48	05/22	101-53300-216
1256072	SUPPLIES FOR CONCRETE SIDEWALK	202.47	05/22	101-53300-215
1256163	REBAR	739.80	05/22	101-53300-216
Total FARRELL EQUIPMENT & SUPPLY CO INC:		1,144.75		
FERGUSON WATERWORKS LLC #1476				
360587	BALL VALVE	690.00	05/22	620-53644-252
Total FERGUSON WATERWORKS LLC #1476:		690.00		
FOX VALLEY INSULATION				
470748	WALL INSULATION	706.00	06/22	101-51650-242
Total FOX VALLEY INSULATION:		706.00		
FRITSCH, EMMA				
060822	REFUND WORK PERMIT FEE	10.00	06/22	101-55300-218
Total FRITSCH, EMMA:		10.00		
GARROW OIL				
MAY 2022	OFF ROAD DIESEL	12.93	05/22	630-53441-247
MAY 2022	OFF ROAD DIESEL	12.93	05/22	630-53442-247

Invoice	Description	Total Cost	Period	GL Account
MAY 2022	OFF ROAD DIESEL	1,055.44	05/22	101-55200-247
MAY 2022	OFF ROAD DIESEL	9.13	05/22	101-55440-247
MAY 2022	OFF ROAD DIESEL	2.28	05/22	610-53612-247
MAY 2022	OFF ROAD DIESEL	1.14	05/22	620-53644-247
MAY 2022	OFF ROAD DIESEL	14.70	05/22	101-53460-247
MAY 2022	OFF ROAD DIESEL	273.95	05/22	101-53330-217
Total GARROW OIL:		1,382.50		
GILLIGAN, AVA				
060822-4	REFUND WORK PERMIT FEE	10.00	06/22	204-55420-218
Total GILLIGAN, AVA:		10.00		
GREEN BOYZ INC				
115986	VEGETATION CONTROL	150.00	06/22	101-52250-243
115987	VEGETATION CONTROL	150.00	06/22	206-55110-243
115988	VEGETATION CONTROL	150.00	06/22	101-51650-243
Total GREEN BOYZ INC:		450.00		
HACH COMPANY				
13056165	WATER TESTING SUPPLIES	589.12	05/22	620-53644-204
Total HACH COMPANY:		589.12		
HAESSLER, EMILIE				
060822-2	REFUND WORK PERMIT FEE	10.00	06/22	204-55420-218
Total HAESSLER, EMILIE:		10.00		
HAWKINS INC				
6187774	AZONE	451.30	05/22	620-53634-214
6187774	SODIUM SILICATE	2,088.65	05/22	620-53634-220
6198517	AZONE	717.08	05/22	620-53634-214
6198517	SODIUM SILICATE	3,093.35	05/22	620-53634-220
Total HAWKINS INC:		6,350.38		
HEART OF THE VALLEY				
060622	MAY WASTEWATER	225,388.00	05/22	610-53611-225
060622	FOG CONTROL	94.50	05/22	610-53611-204
060622MP	MAY HOV METER PAYABLE	25,688.00	05/22	610-21110
Total HEART OF THE VALLEY:		251,170.50		
HIETPAS, MELISSA				
060522	SECURITY DEPOSIT REFUND	100.00	06/22	208-21235
Total HIETPAS, MELISSA:		100.00		
HORST DISTRIBUTING INC				
96916	LEVER #206	22.87	05/22	101-53330-225
Total HORST DISTRIBUTING INC:		22.87		

Invoice	Description	Total Cost	Period	GL Account
<b>IPROMOTEU</b>				
1981765IDM	SUMMER PROGRAM T-SHIRTS	6,404.74	06/22	101-55300-218
2000866ID3	KIDS SUMMER PROGRAM T-SHIRTS	253.00	06/22	101-55300-218
Total IPROMOTEU:		6,657.74		
<b>K.R. WEST COMPANY INC.</b>				
390011	O-RING	1.00	05/22	101-55200-218
390126	VALVE #30	125.36	06/22	101-53330-225
Total K.R. WEST COMPANY INC.:		126.36		
<b>KERRY'S VROOM SERVICE INC</b>				
9823	OIL & FILTER CHANGE - UNIT#84	45.15	05/22	207-52120-247
9824	OIL & FILTER CHANGE - UNIT#181	45.15	05/22	207-52120-247
Total KERRY'S VROOM SERVICE INC:		90.30		
<b>KIMBALL MIDWEST</b>				
9922985	LUBRICANT #6	347.28	05/22	101-53330-225
Total KIMBALL MIDWEST:		347.28		
<b>KIMBERLY GRAPHICS</b>				
052422	METRO YARD SIGNS	150.00	05/22	207-52120-218
Total KIMBERLY GRAPHICS:		150.00		
<b>KIRCHNER, ANGELA</b>				
060422	SECURITY DEPOSIT REFUND	100.00	06/22	208-21235
Total KIRCHNER, ANGELA:		100.00		
<b>KOEBE, DONNA</b>				
06/22 REIMBURSE	REIMBURSE-ITEMS FOR REC PROGRAMS	34.76	06/22	101-55300-218
Total KOEBE, DONNA:		34.76		
<b>KRAMER AND RIDGE CO</b>				
001-210965	DIMMER SWITCH # 45	94.10	05/22	101-53330-225
001-210996	SEALANT #6	36.04	06/22	101-53330-225
Total KRAMER AND RIDGE CO:		130.14		
<b>LEE, JENNIFER</b>				
VLIESHOUT 05/28/	SECURITY DEPOSIT REFUND	20.00	05/22	101-21235
Total LEE, JENNIFER:		20.00		
<b>LEXISNEXIS RISK DATA MANAGEMENT INC</b>				
1686177-20220531	MAY 2022 MINIMUM COMMITMENT	106.09	05/22	101-51680-204
Total LEXISNEXIS RISK DATA MANAGEMENT INC:		106.09		
<b>LITTLE CHUTE DIAMOND CLUB INC</b>				
2022 FIREWORKS	2022 FIREWORKS SPONSOR	5,000.00	06/22	209-56900-204

Invoice	Description	Total Cost	Period	GL Account
Total LITTLE CHUTE DIAMOND CLUB INC:		5,000.00		
LOVELL, KATIE				
052622	SECURITY DEPOSIT REFUND	100.00	05/22	208-21235
Total LOVELL, KATIE:		100.00		
MACQUEEN EQUIPMENT				
P04535	CALIBRATION GAS	289.00	06/22	101-52200-218
Total MACQUEEN EQUIPMENT:		289.00		
MARCO INC				
31735082	COPIER @ MSB BUILDING	56.12	06/22	101-53310-207
31735082	1ST FLOOR COPIER @ VH	107.77	06/22	101-51650-207
31735082	2ND FLOOR COPIER @ VH	87.76	06/22	101-51650-207
31735082	3RD FLOOR COPIER @ VH	51.26	06/22	101-51650-207
Total MARCO INC:		302.91		
MCC INC				
299819	COLD MIX	2,046.50	05/22	620-53644-216
Total MCC INC:		2,046.50		
MCCLONE				
6269	3RD QTR WORKERS COMP	279.00	06/22	101-51900-230
6269	3RD QTR WORKERS COMP	118.00	06/22	206-55110-230
6269	3RD QTR WORKERS COMP	63.00	06/22	207-52120-230
6269	3RD QTR WORKERS COMP	30.00	06/22	610-53614-230
6269	3RD QTR WORKERS COMP	29.00	06/22	620-53924-230
6269	3RD QTR WORKERS COMP	24.00	06/22	630-53444-230
6269	3RD QTR WORKERS COMP	14,540.00	06/22	101-51900-230
6269	3RD QTR WORKERS COMP	1,575.00	06/22	201-53620-230
6269	3RD QTR WORKERS COMP	1,089.00	06/22	204-55420-230
6269	3RD QTR WORKERS COMP	1,515.00	06/22	610-53614-230
6269	3RD QTR WORKERS COMP	2,181.00	06/22	630-53444-230
6269	3RD QTR WORKERS COMP	649.00	06/22	620-53924-230
6269	3RD QTR WORKERS COMP	12,286.00	06/22	207-52120-230
6269	3RD QTR WORKERS COMP	2,409.00	06/22	101-52250-230
6269	3RD QTR POLICE LIABILITY	4,312.00	06/22	207-52120-231
6269	3RD QTR GENERAL LIABILITY	6,063.00	06/22	101-51900-231
6269	3RD QTR GENERAL LIABILITY	145.00	06/22	101-52250-231
6269	3RD QTR GENERAL LIABILITY	402.00	06/22	201-53620-231
6269	3RD QTR GENERAL LIABILITY	253.00	06/22	204-55420-231
6269	3RD QTR GENERAL LIABILITY	811.00	06/22	206-55110-231
6269	3RD QTR GENERAL LIABILITY	6,285.00	06/22	207-52120-231
6269	3RD QTR GENERAL LIABILITY	417.00	06/22	610-53614-231
6269	3RD QTR GENERAL LIABILITY	269.00	06/22	620-53924-231
6269	3RD QTR GENERAL LIABILITY	774.00	06/22	630-53444-231
6269	3RD QTR AUTO LIABILITY	2,228.00	06/22	201-53620-231
6269	3RD QTR AUTO LIABILITY	1,753.00	06/22	101-51900-231
6269	3RD QTR AUTO LIABILITY	4,540.00	06/22	101-52250-231
6269	3RD QTR AUTO LIABILITY	1,225.00	06/22	207-52120-231
6269	3RD QTR AUTO LIABILITY	5,304.00	06/22	610-53614-231
6269	3RD QTR AUTO LIABILITY	99.00	06/22	620-53924-231

Invoice	Description	Total Cost	Period	GL Account
6269	3RD QTR AUTO LIABILITY	598.00	06/22	630-53444-231
Total MCCLONE:		72,265.00		
MCMAHON ASSOCIATES INC				
926746	TRAIL BRIDGES-NORTHSIDE	5,871.90	05/22	420-57620-280
Total MCMAHON ASSOCIATES INC:		5,871.90		
MCO				
28422	JULY 2022 OPERATIONS	30,514.27	06/22	620-53644-115
28422	JULY 2022 HEALTH & LIABILITY INS	6,917.66	06/22	620-53644-115
Total MCO:		37,431.93		
MENARDS - APPLETON EAST				
20043	SHEETROCK AND SAND	34.86	05/22	101-51650-242
20205	MASONRY LADDER	24.95	06/22	101-53300-218
20205	MASONRY LADDER	24.95	06/22	101-55200-218
20507	24" DRUM FAN	134.98	06/22	620-53634-221
Total MENARDS - APPLETON EAST:		219.74		
MIDWEST TAPE				
502193307	DIGITAL BOOKS	825.88	06/22	206-55110-208
Total MIDWEST TAPE:		825.88		
NASSCO INC				
6166083	BATH TISSUE & HAND SOAP	7.40	06/22	101-53310-218
6166083	BATH TISSUE & HAND SOAP	235.18	06/22	101-55200-222
Total NASSCO INC:		242.58		
NEWS PUBLISHING CO INC				
BE70091	RESOLUTION 13	199.86	05/22	101-51650-207
BE72777	LIBRARY AD	50.00	05/22	206-55110-225
Total NEWS PUBLISHING CO INC:		249.86		
O'LEARY, AMELIA				
060822-1	REFUND WORK PERMIT FEE	10.00	06/22	204-55420-218
Total O'LEARY, AMELIA:		10.00		
O'REILLY AUTOMOTIVE INC				
2043-323719	ADAPTERS FOR TRAILERS	31.98	05/22	101-53330-218
Total O'REILLY AUTOMOTIVE INC:		31.98		
OUTAGAMIE COUNTY TREASURER				
25148	MAY SANITATION FEES	14,981.32	05/22	201-53620-204
25148	STREET SWEEPINGS	727.50	05/22	630-53442-204
MAY 2022	MAY COURT FINES	439.16	05/22	101-35101
Total OUTAGAMIE COUNTY TREASURER:		16,147.98		

Invoice	Description	Total Cost	Period	GL Account
<b>PEETERS, JILL</b>				
060622	REFUND FEE FOR ART CLASS	30.00	06/22	208-34413
Total PEETERS, JILL:		30.00		
<b>PREFORM CONCRETE LLC</b>				
44487	RISER RINGS	116.60	05/22	630-53442-251
Total PREFORM CONCRETE LLC:		116.60		
<b>PUFFE, RICK</b>				
05/26/22 - 06/02/22	MEN'S SOFTBALL UMPIRE	123.00	06/22	101-55300-111
Total PUFFE, RICK:		123.00		
<b>R.N.O.W. INC</b>				
2022-62816	VALVES #81 & #6	317.66	05/22	101-53330-225
Total R.N.O.W. INC:		317.66		
<b>RAMIREZ-TIERRAFRIA, DAYSI</b>				
052822	SECURITY DEPOSIT REFUND	100.00	05/22	208-21235
Total RAMIREZ-TIERRAFRIA, DAYSI:		100.00		
<b>REHMAN, MICHAEL</b>				
05/26/22 - 06/02/22	MEN'S SOFTBALL UMPIRE	123.00	06/22	101-55300-111
Total REHMAN, MICHAEL:		123.00		
<b>REINDERS INC</b>				
2705695	DELUXE LAWN SEED	27.60	05/22	101-53300-216
2705695	DELUXE LAWN SEED	27.60	05/22	620-53644-218
2705695	DELUXE LAWN SEED	55.23	05/22	101-55200-215
6012182	AIR FILTER #46	141.44	05/22	101-53330-225
6012593	PARTS TO REBUILD PIVOTS	1,032.11	05/22	101-53330-225
Total REINDERS INC:		1,283.98		
<b>RIVERSIDE BY REYNEBEAU FLORAL</b>				
171210/1	FLORAL ARRANGEMENT- WEYENBERG	71.00	06/22	101-51960-211
Total RIVERSIDE BY REYNEBEAU FLORAL:		71.00		
<b>SERWE, BETHANY</b>				
VLIESHOUT 06032	SECURITY DEPOSIT REFUND	20.00	06/22	101-21235
Total SERWE, BETHANY:		20.00		
<b>SHERWIN INDUSTRIES INC</b>				
SS093602	STREET PAINT	1,325.00	05/22	101-53300-218
Total SHERWIN INDUSTRIES INC:		1,325.00		
<b>SHIPPY, BEN</b>				
06/22 REIMBURSE	REIMBURSE BOLTS FOR FLAG	5.79	06/22	101-52200-218

Invoice	Description	Total Cost	Period	GL Account
Total SHIPPY, BEN:		5.79		
SLATER, EMILY M				
05/22 REIMBURSE-	REIMBURSE FOR CSTARS TEAM POM DRESSES	2,405.57	05/22	101-55300-218
Total SLATER, EMILY M:		2,405.57		
SPEEDY CLEAN DRAIN & SEWER				
76224	CLEAR BLOCKAGE IN PVC LINE	450.00	05/22	206-55110-242
Total SPEEDY CLEAN DRAIN & SEWER:		450.00		
SPLENDID CLEANING SERVICE LLC				
12265	MONTHLY CLEANING-LIBRARY	1,320.00	06/22	206-55110-243
12266	MONTHLY CLEANING-MSB BUILDING	550.00	06/22	101-53310-243
12267	MONTHLY CLEANING-VILLAGE HALL	1,700.00	06/22	101-51650-243
12289	MONTHLY CLEANING-METRO	874.50	06/22	207-52120-243
12289	MONTHLY CLEANING-LCFD	220.00	06/22	101-52250-243
Total SPLENDID CLEANING SERVICE LLC:		4,664.50		
STAPLES ADVANTAGE				
3509752129	RUBBER BANDS	1.26	06/22	101-51650-206
3509752129	INK FOR PRINTER IN FINANCE	492.22	06/22	101-51420-206
Total STAPLES ADVANTAGE:		493.48		
STATE OF WI COURT FINES &				
MAY 2022	MAY COURT FINES	1,390.87	05/22	101-35101
Total STATE OF WI COURT FINES &:		1,390.87		
SUPERIOR CHEMICAL CORP				
334876	WASH & WAZ/COIL CLEANER	486.91	05/22	101-53330-218
335197	TOILET BOWL CLEANER	172.59	05/22	101-55200-222
335197	TOILET BOWL CLEANER	57.53	05/22	204-55420-222
Total SUPERIOR CHEMICAL CORP:		717.03		
TRILOGY CONSULTING LLC				
1346	WASTEWATER RATE STUDY	2,062.50	05/22	610-53614-204
Total TRILOGY CONSULTING LLC:		2,062.50		
UNIFIRST CORPORATION				
0970353269	SHIRTS/PANTS	6.08	05/22	101-53330-213
0970353269	LAUNDRY BAGS/WIPERS	10.20	05/22	101-53330-218
0970353601	SHIRTS/PANTS	6.08	05/22	101-53330-213
0970353601	LAUNDRY BAGS/WIPERS	10.20	05/22	101-53330-218
0970353928	SHIRTS/PANTS	6.08	06/22	101-53330-213
0970353928	LAUNDRY BAGS/WIPERS	10.20	06/22	101-53330-218
Total UNIFIRST CORPORATION:		48.84		
VAN SCHYNDEL, MAYA				
060822-3	REFUND WORK PERMIT FEE	10.00	06/22	204-55420-218



Invoice	Description	Total Cost	Period	GL Account
Total VAN SCHYNDEL, MAYA:		10.00		
VAN STIPHOUT, JAY				
05/26/22 - 06/02/22	MEN'S SOFTBALL UMPIRE	164.00	06/22	101-55300-111
Total VAN STIPHOUT, JAY:		164.00		
VILLAGE OF COMBINED LOCKS				
JUL 2022	PROPERTY STORAGE AREA MONTHLY LEASE-JU	494.16	06/22	207-52120-204
Total VILLAGE OF COMBINED LOCKS:		494.16		
VORPAHL FIRE AND SAFETY				
215342271	ICE PACKS	24.68	05/22	101-55300-213
215342271	ICE PACKS	24.68	05/22	204-55420-213
Total VORPAHL FIRE AND SAFETY:		49.36		
VOSTERS, JAYNE				
060622-1	REFUND FEE FOR ART CLASS	40.00	06/22	208-34413
Total VOSTERS, JAYNE:		40.00		
WE ENERGIES				
4091132585 05/22	108 W MAIN ST	456.64	05/22	101-51650-249
4091132585 05/22	721 W ELM DR	81.65	05/22	208-52900-249
4091132585 05/22	PLANT #2 (1118 JEFFERSON ST)	24.61	05/22	620-53624-249
4091132585 05/22	LC WELL #4 PUMPHOUSE (625 E EVERGREEN)	72.02	05/22	620-53624-249
4091132585 05/22	CIVIC CENTER (630 MONROE ST)	395.61	05/22	206-55110-249
4091132585 05/22	920 WASHINGTON ST	18.04	05/22	620-53624-249
4091132585 05/22	1401 E ELM DR	761.66	05/22	101-53310-249
4091132585 05/22	CROSSWINDS LED STREET LIGHTS	124.81	05/22	101-53300-249
4091132585 05/22	DOYLE POOL	1,434.98	05/22	204-55420-249
4091132585 05/22	PUMP STATION @ EVERGREEN & FRENCH	96.86	05/22	620-53624-249
4091132585 05/22	200 E MCKINLEY ST-FIRE DEPT	44.27	05/22	101-52250-249
4091132585 05/22	200 E MCKINLEY ST-FVMPD	66.41	05/22	207-52120-249
4091132585 05/22	PLANT #1 (100 WILSON ST)	161.80	05/22	620-53624-249
710165161-00003 0	723 DEPOT ST	8.91	06/22	418-51225-249
Total WE ENERGIES:		3,748.27		
WI DNR-ENVIRONMENTAL FEES				
445170000-2022-1	MS4 PERMIT	1,500.00	05/22	630-53444-225
Total WI DNR-ENVIRONMENTAL FEES:		1,500.00		
WI RURAL WATER ASSOCIATION				
S5305	SYSTEM MEMBERSHIP RENEWAL	615.00	06/22	620-53924-208
Total WI RURAL WATER ASSOCIATION:		615.00		
WISCONSIN CENTRAL				
9500238462	PIPELINE-SANITARY SEWER	180.00	06/22	610-53612-211
9500238491	PIPELINE-SANITARY SEWER	200.00	06/22	610-53612-211

Invoice	Description	Total Cost	Period	GL Account
Total WISCONSIN CENTRAL:		380.00		
Grand Totals:		690,573.82		

---

Report GL Period Summary

Vendor number hash: 442301  
Vendor number hash - split: 727779  
Total number of invoices: 133  
Total number of transactions: 211

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	690,573.82	690,573.82
Grand Totals:	690,573.82	690,573.82

---

Report Criteria:

Invoice Detail.Voided = {=} FALSE

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Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
AIRGAS USA LLC (379)							
9125783306	Invoi	OXYGEN	73.28	Open	Non	05/22	207-52120-213
Total AIRGAS USA LLC (379):			73.28				
AMPLITEL TECHNOLOGIES (4637)							
19778	Invoi	MONTHLY MANAGED SERVICES & BACK-UP-JUN	3,055.00	Open	Non	06/22	404-57190-204
19778	Invoi	ANTIVIRUS,OFFICE 365,EXCHANGE ONLINE,DUO-	1,454.25	Open	Non	06/22	404-57190-208
Total AMPLITEL TECHNOLOGIES (4637):			4,509.25				
BELCO VEHICLE SOLUTIONS LLC (4998)							
7108	Invoi	REPLACED DISTRIBUTION TIMER - SQUAD #89	272.57	Open	Non	05/22	207-52120-247
Total BELCO VEHICLE SOLUTIONS LLC (4998):			272.57				
CELLCOM (4683)							
358264	Invoi	IPAD STORM	23.59	Open	Non	05/22	630-53442-218
358264	Invoi	IPAD STREETS	47.18	Open	Non	05/22	101-53300-218
358264	Invoi	IPAD VEHICLE MAINTENANCE	23.59	Open	Non	05/22	101-53330-218
358264	Invoi	IPAD SANITARY SEWER	23.59	Open	Non	05/22	610-53612-218
358264	Invoi	PARKS CAMERAS	79.97	Open	Non	05/22	101-55200-204
358264	Invoi	ENGINEERING PHONE CHARGES	164.11	Open	Non	05/22	452-57331-203
358264	Invoi	DPW PHONE CHARGES	197.37	Open	Non	05/22	101-53310-203
358264	Invoi	PARKS PHONE CHARGES	91.98	Open	Non	05/22	101-55200-203
358264	Invoi	REC PHONES CHARGES	69.56	Open	Non	05/22	101-55300-203
358264	Invoi	FACILITIES PHONE CHARGES	28.88	Open	Non	05/22	101-51650-203
358264	Invoi	INSPECTOR PHONE CHARGES	28.88	Open	Non	05/22	101-52050-203
358264	Invoi	COMMUNITY DEVELOPER PHONE CHARGES	28.88	Open	Non	05/22	101-51530-203
358264	Invoi	ADMINISTRATION PHONE CHARGES	27.91	Open	Non	05/22	101-51400-203
390265	Invoi	FVMPD CELL SERVICE - MAY	1,317.02	Open	Non	05/22	207-52120-203
Total CELLCOM (4683):			2,152.51				
DAMAGE PREVENTION SERVICES (4068)							
3814	Invoi	MAY LOCATES	458.25	Open	Non	05/22	610-53612-209
3814	Invoi	MAY LOCATES	2,933.25	Open	Non	05/22	620-53644-209
3814	Invoi	MAY LOCATES	1,327.25	Open	Non	05/22	630-53442-209
3814	Invoi	MAY LOCATES	22.00	Open	Non	05/22	101-53300-209
Total DAMAGE PREVENTION SERVICES (4068):			4,740.75				
FASTENAL COMPANY (847)							
WIKIM274809	Invoi	HARDWARE	119.77	Open	Non	05/22	620-53634-302
WIKIM274860	Invoi	HARDWARE	60.08	Open	Non	05/22	620-53634-302
Total FASTENAL COMPANY (847):			179.85				
FERGUSON ENTERPRISES LLC #448 #1020 (2046)							
6647945	Invoi	GASKETS	94.28	Open	Non	05/22	620-53634-302
6650110	Invoi	STAINLESS STEEL PIPE FITTINGS	116.66	Open	Non	05/22	620-53634-302
WN362696	Invoi	STAINLESS STEEL PIPE FITTINGS	183.84	Open	Non	05/22	620-53634-302
Total FERGUSON ENTERPRISES LLC #448 #1020 (2046):			394.78				
GREEN BOYZ INC (4841)							
115581	Invoi	FERTILIZER AND CRABGRASS PREVENTER/V.LIE	810.00	Open	Non	05/22	101-55200-204

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
115587	Invoi	FERTILIZER AND CRABGRASS PREVENTER/LEGI	270.00	Open	Non	05/22	101-55200-204
115588	Invoi	FERTILIZER AND CRABGRASS PREVENTER/DOYL	2,163.00	Open	Non	05/22	101-55200-204
115589	Invoi	FERTILIZER AND CRABGRASS PREVENTER/DOYL	540.00	Open	Non	05/22	101-55200-204
115590	Invoi	FERTILIZER AND CRABGRASS PREVENTER/HERI	71.00	Open	Non	05/22	101-55200-204
Total GREEN BOYZ INC (4841):			3,854.00				
GRIESBACH READY-MIX LLC (3832)							
6417	Invoi	CONCRETE-200 MILL ST	1,552.50	Open	Non	05/22	630-53442-216
Total GRIESBACH READY-MIX LLC (3832):			1,552.50				
K.R. WEST COMPANY INC. (676)							
390044	Invoi	MISC PARTS #30	211.03	Open	Non	05/22	101-53330-225
Total K.R. WEST COMPANY INC. (676):			211.03				
KLINK HYDRAULICS LLC (5005)							
22688	Invoi	WATER HOSE #8	182.04	Open	Non	05/22	101-53330-225
22767	Invoi	MISC PARTS #6	73.52	Open	Non	05/22	101-53330-225
Total KLINK HYDRAULICS LLC (5005):			255.56				
LIVERMORE TECHNOLOGIES LLC (5307)							
1276	Invoi	DRAFTING & OSP FIELDING	2,310.00	Open	Non	05/22	211-50000-204
Total LIVERMORE TECHNOLOGIES LLC (5307):			2,310.00				
MARCO INC (3910)							
31683588	Invoi	MONTHLY COPIER LEASE-1493357-MAY 2022	411.12	Open	Non	05/22	207-52120-207
Total MARCO INC (3910):			411.12				
OUTAGAMIE COUNTY TREASURER (486)							
125866	Invoi	APRIL INTERPRETATION CHARGES	11.91	Open	Non	05/22	207-52120-204
Total OUTAGAMIE COUNTY TREASURER (486):			11.91				
PLYMOUTH LUBRICANTS (4837)							
6190912	Invoi	DIESEL EXHAUST FLUID	806.51	Open	Non	05/22	101-53330-217
Total PLYMOUTH LUBRICANTS (4837):			806.51				
SPEEDY CLEAN DRAIN & SEWER (122)							
76131	Invoi	CLEAR WASTE BLOCKAGE IN LINE	562.50	Open	Non	05/22	101-51650-242
Total SPEEDY CLEAN DRAIN & SEWER (122):			562.50				
ST. ELIZABETH HOSPITAL (354)							
04/22 EL.FVMPD	Invoi	APRIL BLOOD DRAWS	157.56	Open	Med	05/22	207-52120-204
Total ST. ELIZABETH HOSPITAL (354):			157.56				
STAPLES ADVANTAGE (3472)							
3507431018	Invoi	OFFICE SUPPLIES	73.62	Open	Non	05/22	207-52120-206
3507431018	Invoi	EVIDENCE SUPPLIES	61.14	Open	Non	05/22	207-52120-218
3507876089	Invoi	LATEX GLOVES	276.63	Open	Non	05/22	207-52120-213

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Total STAPLES ADVANTAGE (3472):			411.39				
TIME WARNER CABLE (89)							
05/22 83897	Invoi	MAY/JUNE SERVICE	60.86	Open	Non	05/22	101-52200-203
05/22 96253	Invoi	MAY/JUNE SERVICE	144.34	Open	Non	05/22	207-52120-203
Total TIME WARNER CABLE (89):			205.20				
US AUTO FORCE (3672)							
4092166	Invoi	TIRES FOR LEAFVAC TRAILER	90.00	Open	Non	05/22	101-53330-221
Total US AUTO FORCE (3672):			90.00				
VERIZON WIRELESS (3606)							
9906483028	Invoi	APRIL/MAY SERVICE	74.18	Open	Non	05/22	620-53924-203
Total VERIZON WIRELESS (3606):			74.18				
Grand Totals:			23,236.45				

## Report GL Period Summary

Vendor number hash: 99419  
Vendor number hash - split: 175928  
Total number of invoices: 32  
Total number of transactions: 49

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	23,236.45	23,236.45
Grand Totals:	23,236.45	23,236.45

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
LAPPEN SECURITY PRODUCTS INC (735)							
LSPQ47151	Invoi	PVC ULTRA CARD	30.00	Open	Non	06/22	101-51650-206
Total LAPPEN SECURITY PRODUCTS INC (735):			30.00				
MAGAZINE SUBSCRIPTIONS (5282)							
060622	Invoi	MAGAZINE SUBSCRIPTION	20.00	Open	Non	06/22	206-55110-207
060722	Invoi	MAGAZINE SUBSCRIPTION	26.00	Open	Non	06/22	206-55110-207
060822	Invoi	MAGAZINE SUBSCRIPTION	9.99	Open	Non	06/22	206-55110-207
Total MAGAZINE SUBSCRIPTIONS (5282):			55.99				
TIME WARNER CABLE (89)							
06/22 86460	Invoi	JUNE/JULY SERVICE	215.16	Open	Non	06/22	101-51650-203
Total TIME WARNER CABLE (89):			215.16				
TRI CITY GLASS & DOOR (365)							
I03084193	Invoi	BACKER ROD FOR POOL FLOOR RECAULKING	80.82	Open	Non	06/22	204-55420-242
Total TRI CITY GLASS & DOOR (365):			80.82				
Grand Totals:			381.97				

## Report GL Period Summary

Vendor number hash: 17035  
Vendor number hash - split: 17035  
Total number of invoices: 6  
Total number of transactions: 6

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	381.97	381.97
Grand Totals:	381.97	381.97

**VILLAGE OF LITTLE CHUTE**

**RESOLUTION NO. 17, SERIES OF 2022**

**A RESOLUTION APPROVING A CSM TO DIVIDE A PARCEL FOR KATHY MCKEE**

**WHEREAS**, Kathy McKee as owner of Parcel #260290400 also known as 2019 Ceil street and 411 Peter Lane, have presented a Certified Survey Map to the Village of Little Chute Board of Trustees as prepared by David Hebert a registered land surveyor; and

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

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

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

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

Date introduced, approved and adopted: June 15, 2022

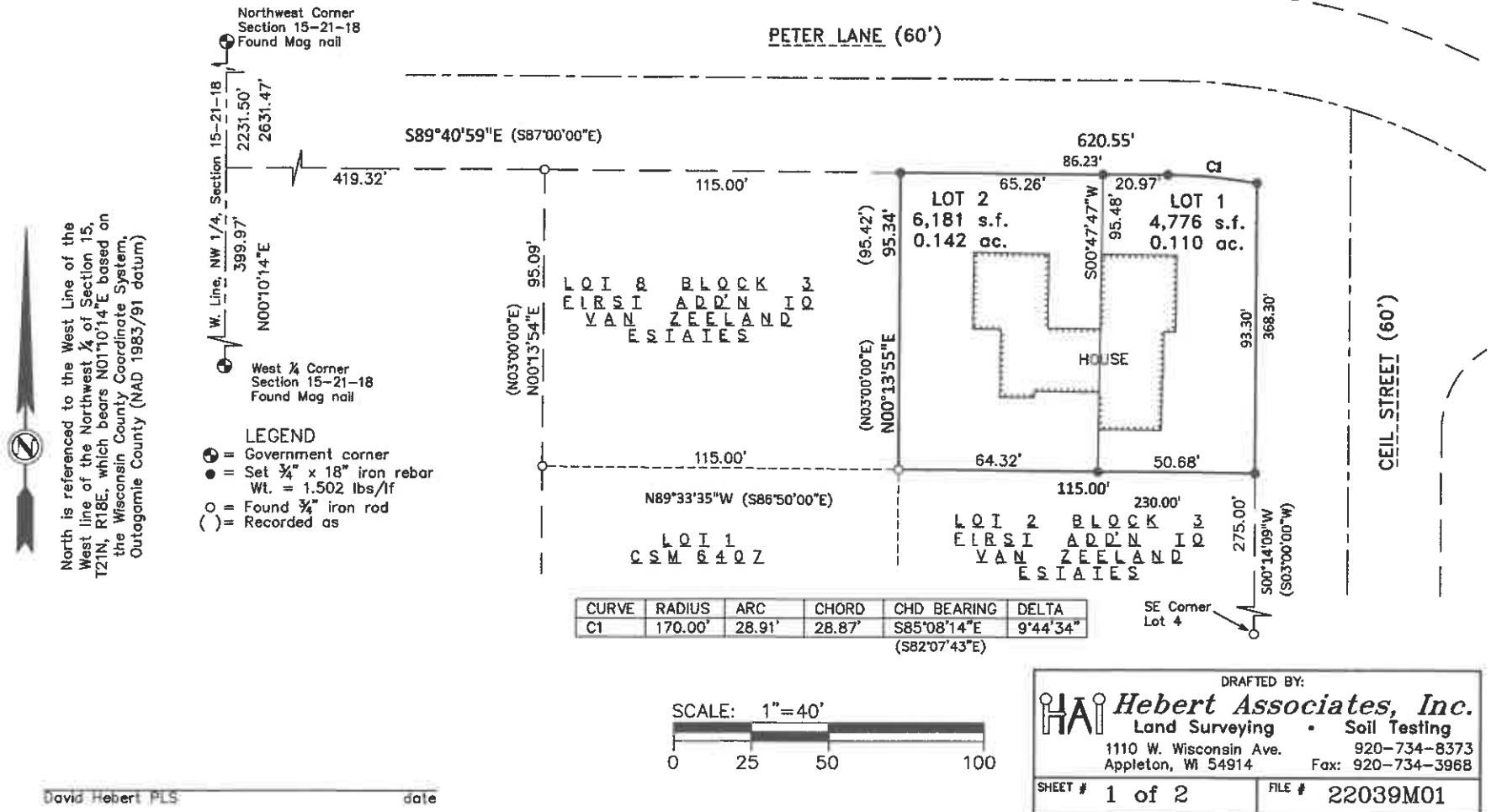
**VILLAGE OF LITTLE CHUTE:**

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

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

# Certified Survey Map

Lot 1 of Block 3, First Addition to Van Zeeland Estates,  
Village of Little Chute, Outagamie County, Wisconsin





## CERTIFIED SURVEY MAP

Lot 1 of Block 3, First Addition to Van Zeeland Estates, Village of Little Chute, Outagamie County, Wisconsin

### SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN)  
OUTAGAMIE COUNTY)<sup>SS</sup>

I, David Hebert, Professional Wisconsin Land Surveyor, do hereby certify that I have surveyed, divided and mapped all of Lot 1 of Block 3, First Addition to Van Zeeland Estates, Village of Little Chute, Outagamie County, Wisconsin.

I further certify that the map hereon is a correct representation of all of the exterior boundaries of the land surveyed and the division of that land; that I have made said division by order and under direction of the owners of said lands; and that I have fully complied with the code of ordinances of the Village of Little Chute, Wisconsin and with Chapter 236.34 of the Wisconsin statutes in surveying, dividing and mapping the same.

David Hebert PLS

Date

### OWNER'S CERTIFICATE

I (We), as owner(s), do hereby certify that I (we) caused the lands described on this Certified Survey Map to be surveyed, divided, and mapped as represented on this map. I (we) also certify that this Certified Survey Map is required by s.236.34 to be submitted to the Village of Little Chute for approval or objection.

Kathy McKee (owner)

date

STATE OF WISCONSIN)  
OUTAGAMIE COUNTY)<sup>SS</sup>

Personally came before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above named owner(s) is (are) known to be the person(s) who executed the foregoing instrument and acknowledge the same.

Notary Public, State of Wisconsin

My commission expires

STATE OF WISCONSIN)  
COUNTY)<sup>SS</sup>

Personally came before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above named person(s) is (are) known to be the person(s) who executed the foregoing instrument and acknowledge the same.

Notary Public, State of Wisconsin

My commission expires

### VILLAGE BOARD APPROVAL

Approved by the Village Board of the Village of Little Chute, Outagamie County, Wisconsin on this \_\_\_\_\_ day  
of \_\_\_\_\_, 20\_\_\_\_.

Village President

Village Clerk

### VILLAGE TREASURER'S CERTIFICATE

State of Wisconsin)  
Outagamie County)<sup>SS</sup>

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

Date

Treasurer

### COUNTY TREASURER'S CERTIFICATE

State of Wisconsin)  
Outagamie County)<sup>SS</sup>

I, \_\_\_\_\_ being the duly elected, qualified and acting County treasurer do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or special assessments as of \_\_\_\_\_ affecting the lands included in this Certified Survey Map.

Date

Treasurer

**VILLAGE OF LITTLE CHUTE  
OUTAGAMIE COUNTY**

**Legal Notice**

**NOTICE IS HEREBY GIVEN** that the following Liquor License Renewal applications are on file in the office of the Village Clerk for the licensing year July 1, 2022 to June 30, 2023. Said applications will be presented to the Board of Trustees for approval at their Regular Board meeting June 15, 2022.

**CLASS "B" FERMENTED MALT BEVERAGE & "CLASS B" LIQUOR LICENSE**

Down the Hill Bar, LLC  
W2074 Vans Ct, Freedom  
Agent: Lisa Manteuffel

**Down The Hill**  
221 Mill Street, Little Chute

Antonio Sandoval, Individual  
1821 E. Main St., Little Chute  
Agent: Antonio Sandoval

**El Jaripeo Mexican Restaurant**  
1821 E. Main Street, Little Chute

Antonio Sandoval, Individual  
1727 Freedom Road, Little Chute  
Agent: Antonio Sandoval

**El Jaripeo Mexican Restaurant 2**  
1727 Freedom Road, Little Chute

Gentleman Jacks, 2LLC  
431 Grand Ave, Little Chute  
Agent: Lori Aniol

**Gentleman Jacks Pub & Grill**  
431 Grand Ave., Little Chute

2 E, LLC  
1621 West Main St., Little Chute  
Agent: Michael Verkulen

**Hawk's Nest**  
1621 West Main Street, Little Chute

The Heiting Place, Inc.  
1101 North Ave., Little Chute  
Agent: Daniel Heiting

**Heiting Place**  
1101 North Avenue, Little Chute

Willies Cedar Lounge, Inc.  
1820 E. Main Street, Little Chute  
Agent: Gerard Verbruggen

**Hollanders**  
1820 E. Main Street, Little Chute

GNH Enterprises, LLC  
517 Pine Street, Little Chute  
Agent: Greg Weigman

**Pine Street Bar**  
517 Pine Street, Little Chute

Trish's Pop In Again, Inc.  
1420 E. Main St. Little Chute  
Agent: Patricia Van Lith

**Pop In Again**  
1420 E. Main Street, Little Chute

Rose Hill Tavern, LLC  
2206 E. Main St., Kaukauna  
Agent: Kurt J. Coenen

**Rose Hill Bar**  
2206 E. Main Street, Kaukauna

Up The Hill, Inc.  
231 Mill St., Little Chute  
Agent: Julie Verhagen

**Up The Hill**  
529 Grand Avenue, Little Chute

Agropur, Inc.  
3500 E. Destination Dr., Appleton  
Agent: Jean-Philippe Asselin

Stone Arch Brewpub, Inc  
137C W. Main St., Little Chute  
Agent: Steven Lonsway

Hartjes Enterprise, Inc. LLP  
603 W. Mc Kinley Ave. Little Chute  
Agent: Jane Hartjes

Weenies Still, LLC  
515 Grand Ave., Little Chute  
Agent: Shane Jentz

TTGB Investments  
130 E. Main St., Little Chute  
Agent: Travis Bast

Seth's Coffee, LLC  
121 E. Spring Street, Appleton  
Agent: Seth Lenz

The Corner Hive  
132 E. Main St., Little Chute  
Agent: Michelle Mills

**Simon's Specialty Cheese**  
2735 Freedom Road, Little Chute

**Stone Arch Tied House**  
137C W. Main Street, Little Chute

**Village Limits Supper Club**  
1721 East Main St., Little Chute

**Weenie's Still**  
515 Grand Ave., Little Chute

**Ladder House on Main**  
130 E. Main St., Little Chute

**Seth's Coffee**  
106 E. Main St., Little Chute

**The Corner Hive**  
132 E. Main St., Little Chute

#### **CLASS "A" FERMENTED MALT BEVERAGE AND "CLASS A" LIQUOR LICENSE**

FKG Oil Company  
721 W. Main St., Belleville, IL  
Agent: Kara Goss

Stoneridge Little Chute, LLC  
1901 E. Main Street, Little Chute  
Agent: Mark Hudson

Moasis Travel Plaza, Inc  
300 Moasis Dr., Little Chute  
Agent: Amarjit Dhindsa

Van Zeeland Oil Co., Inc.  
PO Box 7777, Appleton  
Agent: Ryan P. Van Zeeland

Valley Liquor Mart, Inc.  
306 E. Main St., Little Chute  
Agent: Raymond Pethan

**Little Chute Motomart**  
303 W. Main Street, Little Chute

**Piggly Wiggly**  
1901 E. Main Street, Little Chute

**Moasis Truck Stop**  
300 Moasis Drive, Little Chute

**"00" Citgo Gas Station**  
309 E North St., Little Chute

**Valley Liquor Mart**  
306 E Main St., Little Chute

Walgreen Co.  
PO Box 901, Deerfield, IL  
Agent: Timothy Selle

**Walgreens**  
219 W. Main St., Little Chute

Kwik Trip, Inc.  
P. O. Box 2107, La Crosse, WI  
Agent: Debra Dalton

**Kwik Trip**  
1650 Freedom Rd., Little Chute

Nepal, LLC  
2051 E Main Street, Little Chute  
Agent: Puspa Subedi

**Little Chute BP**  
2051 E. Main St, Little Chute

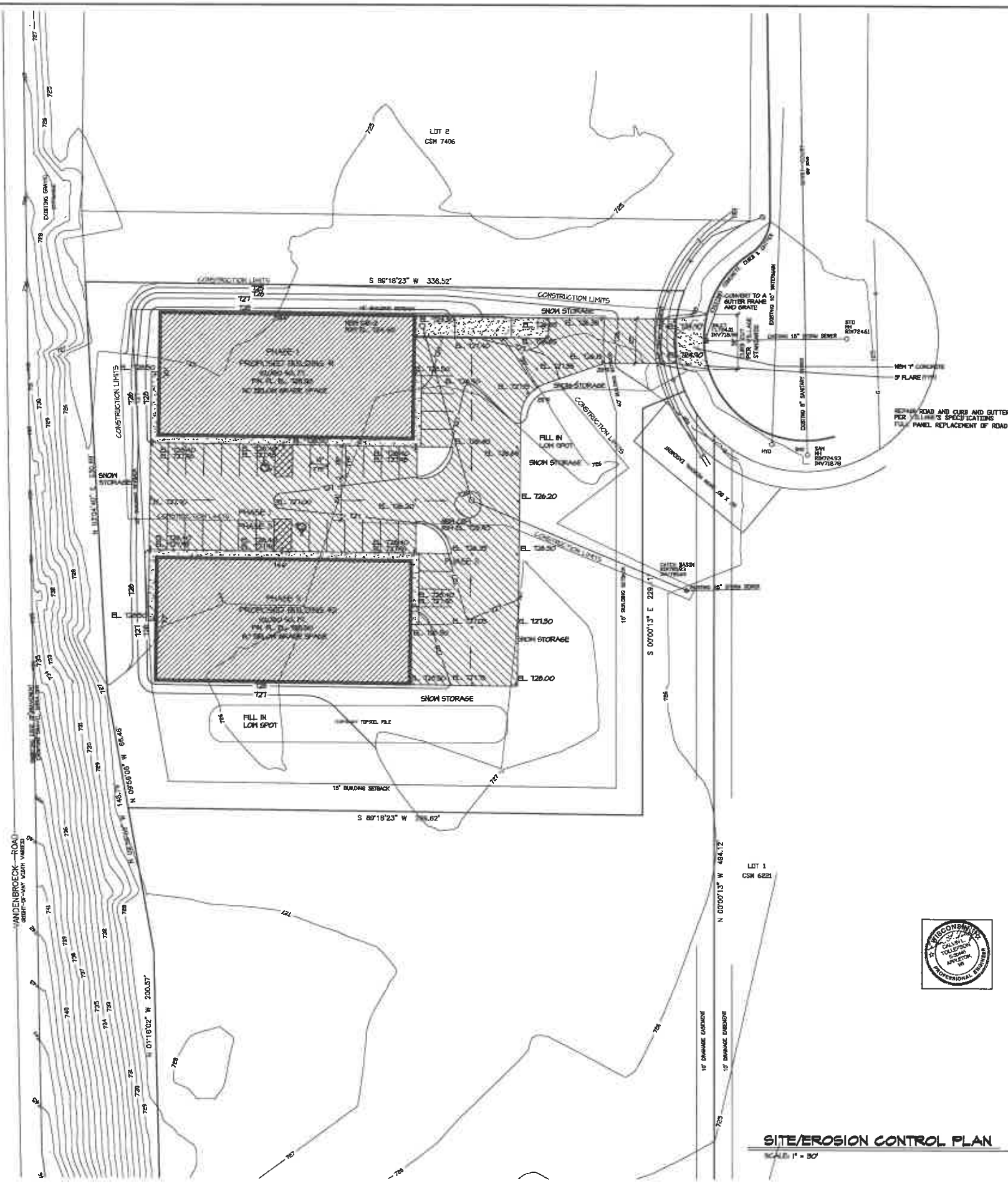
Little Chute Gas, Inc  
2221 Freedom Rd, Little Chute Agent:  
Gurvinder Singh

**Super Shell 41**  
2221 Freedom Rd., Little Chute

Dutch Girlz Little Chute, LLC  
13012 Rosecrans Road, Maribel WI  
Agent: Nicole Lemens

**Cobblestone of Little Chute**  
208 W Main St., Little Chute

Publish: June 8, 2022



- LEGEND**
- SOIL BORING
  - BENCH MARK
  - 3/4\"/>

OWNER: SPARTAN HOLDINGS  
AGENT: FOX STRUCTURES, INC.  
2201 EASTLINE ROAD  
KAUKAUNA, WI 54130  
920-756-2305  
mforner@foxstructures.com

PLAN PREPARED BY: HARRIS & ASSOCIATES, INC.  
2718 N. HEADE STREET  
APPLETON, WI 54911  
920-733-8377  
ctolafson@harrisinc.net

**LEGAL DESCRIPTION:**  
LOT 1 OF CERTIFIED SURVEY MAP NO. 8307,  
LOCATED IN THE NORTHWEST 1/4 OF THE NORTHEAST 1/4,  
SECTION 16, T21N, R16E,  
VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN

**TAX PARCEL NO.:** 260400511  
**SITE ADDRESS:** SPIRIT COURT  
**ZONING:** COMMERCIAL HIGHWAY DISTRICT  
**LAND USE - EXISTING:** VACANT  
**PROPOSED:** SMALL BUSINESS USAGE  
**OCCUPANCY CLASSIFICATION:** S-1, SMALL BUSINESS

**LOT AREA:** 91,243 SQ. FT.  
**EXISTING IMPERVIOUS:** 0 SQ. FT.  
**PROPOSED TOTAL IMPERVIOUS:** 45,567 SQ. FT. = 50.0%  
**PROPOSED TOTAL GREEN SPACE:** 45,676 SQ. FT. = 50.0%  
**DISTURBED AREA:** 38,233 SQ. FT. = 0.88 ACRES - PHASE I  
**DISTURBED AREA:** 27,000 SQ. FT. = 0.62 ACRES - PHASE II

**NO PRODUCTS WILL BE MANUFACTURED OR SOLD ON SITE.**  
**NO HAZARDOUS MATERIALS WILL BE STORED ON SITE.**  
**NO FOOD OR BEVERAGES, SWIMMING POOL OR WHIRLPOOL, OR OVERNIGHT LODGING AT THIS LOCATION.**  
**PARKING REQUIRED:** SUFFICIENT PARKING SUCH THAT NO PUBLIC STREET SHALL BE USED FOR PARKING.  
**PARKING SHOWN:** 38 STALLS INCLUDING 2 HANDICAP STALLS  
**EACH TENANT IS RESPONSIBLE FOR THEIR RECYCLABLE MATERIALS AND TRASH.**

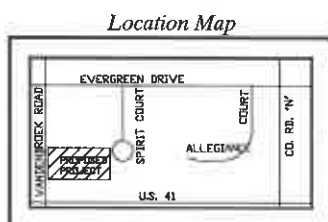
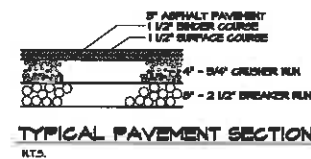
**SETBACKS:** FRONT 40 FEET  
SIDE 15 FEET  
REAR 25 FEET

**CAN LIGHTS UNDER THE OVERHANGS WILL BE THE EXTERIOR LIGHTING.**  
**NO SIGNAGE IS PLANNED WITH THIS PROJECT.**  
**SOIL TYPE:** WISCONSIN SILTY CLAY LOAM  
**ANY EXISTING SIDEWALK DAMAGED DURING CONSTRUCTION SHALL BE REPLACED AS A PART OF THIS PROJECT.**

CONTRACTOR IS REQUIRED TO OBTAIN A PERMIT FOR THE DRIVEWAY AND A PERMIT TO EXCAVATE IN THE RIGHT OF WAY FOR UTILITY INSTALLATION.

ANY CHANGES DURING CONSTRUCTION WILL BE APPROVED BY THE VILLAGE PRIOR TO INSTALLATION.

CONTRACTOR TO NOTIFY VILLAGE 48 HOURS PRIOR TO CONNECTION TO THE PUBLIC UTILITIES.



**SITE/EROSION CONTROL PLAN**  
SCALE: 1\"/>

**HARRIS & ASSOCIATES, INC.**  
CONSULTING ENGINEERS  
AND LAND SURVEYORS

2718 NORTH HEADE ST.  
APPLETON, WI 54911  
TEL: (920) 733-8377  
FAX: (920) 733-4731

REV. NO.	DESCRIPTION	DATE	BY
1			

**PROJECT:** FOX STRUCTURES  
SPARTAN HOLDINGS

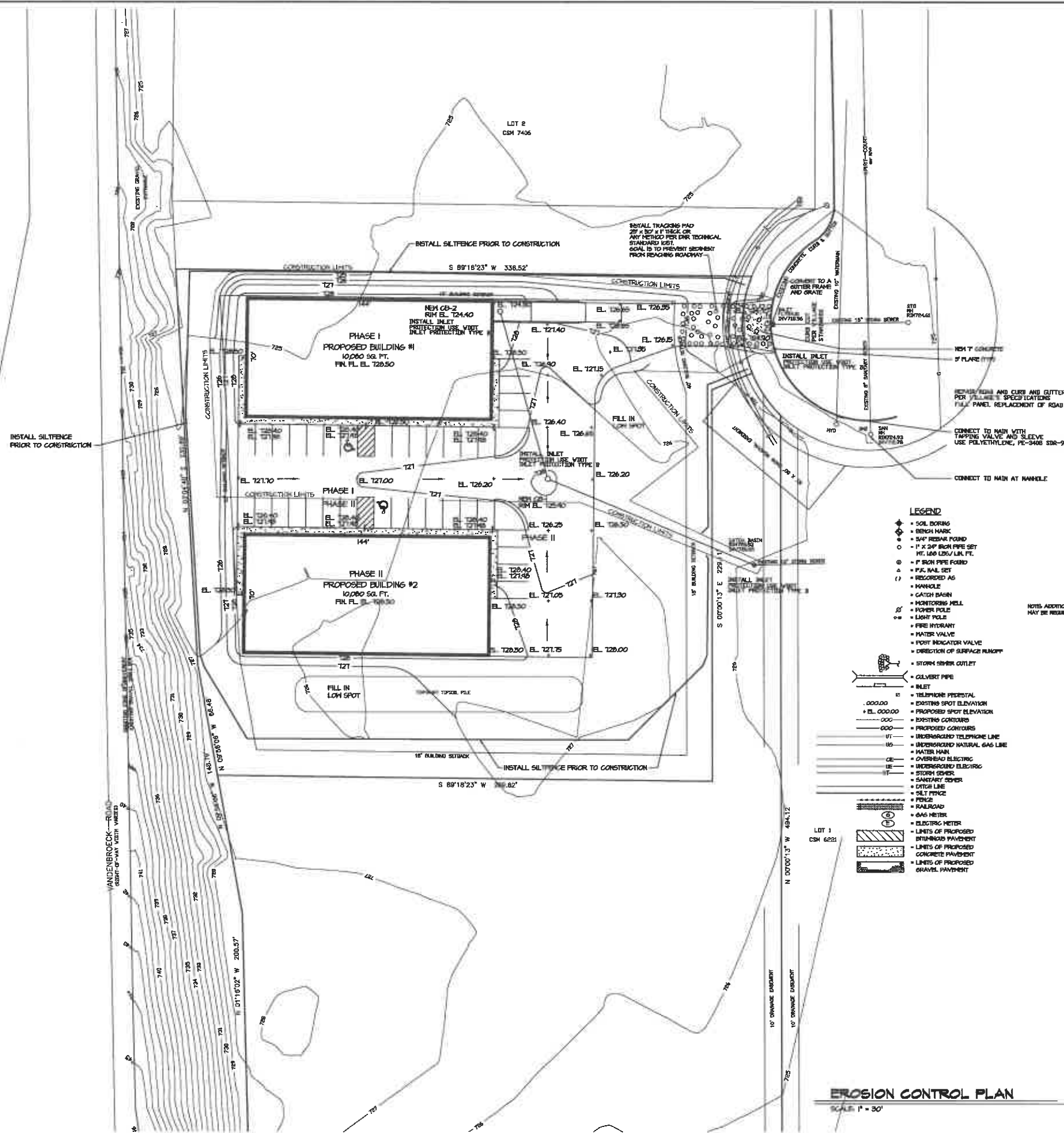
**LOCATION:** SPIRIT COURT  
LITTLE CHUTE, WISCONSIN

**DESCRIPTION:** SITE/EROSION CONTROL PLAN

DRAWN BY: CLT  
CHECKED BY:

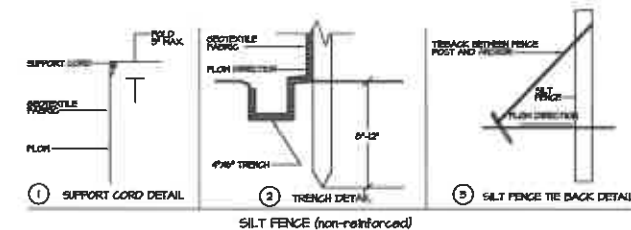
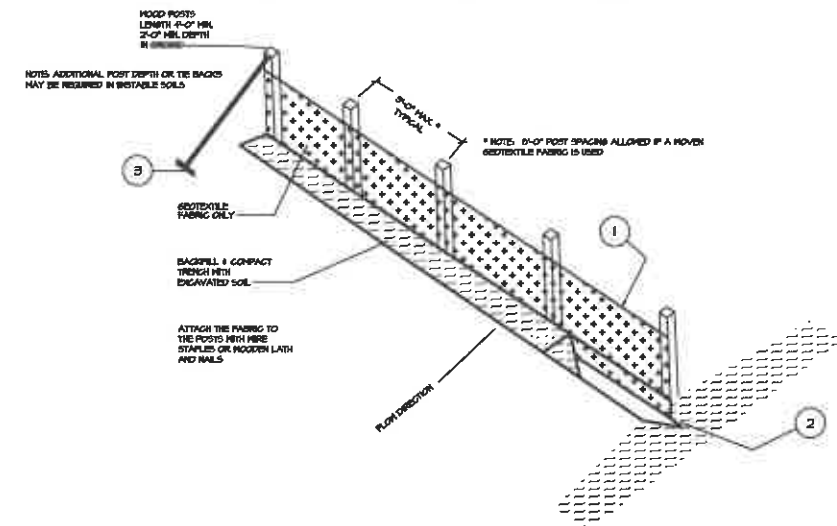
DATE: 4-22-22  
SHEET

**C.I.O.**  
PROJECT NUMBER  
7803



- EROSION CONTROL NOTES**
- All site contractors should obtain the Wisconsin Department of Natural Resources Technical Standards.
  - All erosion and sediment control measures shall be constructed, inspected and maintained in accordance with the Erosion Control Plan, WDNR Technical Standards and the NPDES General Permit for the site. Inspection reports shall be maintained.
  - All sediment control measures shall be adjusted to meet field conditions at the time of construction and installed prior to any grading or disturbance of existing surface material. BMPs shall be installed around all soil stockpiles. Stockpiles left in place greater than 7 days shall be properly stabilized.
  - Weekly inspection and maintenance of all sediment control structures shall be provided to ensure intended purpose is accomplished. Sediment control measures are to be in working condition at the end of each working day.
  - Within 24 hours of a rainfall of 0.3 inches or more, sediment control structures shall be inspected for integrity. Any damaged structures shall be corrected immediately.
  - Sediment control measures shall not be removed until the areas served have established vegetative cover.
  - Gravel mats shall be installed at all construction site exits to prevent tracking of soil. The gravel mat shall consist of 3'-6" clear stone placed 12" deep, for a minimum of 50'.
  - Tracked soil shall be collected daily from paved roads located near the construction site.
  - Decontaminating shall conform to DNR Technical Standard 1061.
  - Woven geotextile filter fabric shall be used to protect storm water catch basins per MDOT inlet protection types B or D. A minimum of 10 inches of fabric shall extend beyond the grating to provide a handhold when removing. Fabric shall be Type FT. Inlets shall remain protected until the entire drainage area of the inlet is restored. Alternative protection shall be utilized around the catch basin if flooding may cause damage to adjacent buildings or properties. The catch basin shall be inspected after each rainfall event and cleaned as needed to maintain flow. If fabric is ripped or cut to prevent ponding.
  - Overland flow shall be prevented from leaving the work site by installing straw bale or filter fabric fencing parallel to the contours located downhill from the work area.
  - Sediment control for pipeline construction:
    - Excavated trench material shall be placed on the uphill side of the trench.
    - Immediately following pipe installation, the trench shall be backfilled, compacted and stabilized at the end of each working day.
  - All disturbed ground outside of the everyday construction area at a minimum be temporarily seeded/mulched with oats or rye if the area is left inactive for more than 7 days.
  - The existing grass street terrace shall be maintained as a buffer during construction. It shall be restored with temporary seed and mulch at a minimum 7 days after the completion of all lateral installations and other construction activity. If the terrace is not to be restored during final landscaping, a permanent seed mix shall be utilized.
  - All erosion control practices damaged due to winter weather shall be repaired/replaced immediately.
  - The NPDES Permit, Erosion Control Plan and Stormwater Management Plan shall be kept on site at all times.
  - An Inspection Log shall be maintained and kept on-site.
  - Minimize offsite airborne dust by watering disturbed areas when overly dry.
  - All waste generated at the construction site will be properly disposed of and not be allowed to run into the storm sewer system.
  - No excess concrete washout will be deposited in or near the ditch areas. Once hardened the concrete shall be disposed of as construction waste.
  - Off-site deposits occurring as a result of a storm event shall be cleaned up by the end of the next work day. Off-site deposits occurring as a result of land disturbance shall be cleaned up by the end of the work day.
  - Erosion Control and Construction sequence:
    - Install silt fence at the toe of slopes of the disturbed areas. (May 2, 2022)
    - Remove and stockpile topsoil. (May 3-15, 2022)
    - Install catch basin and storm sewer. (May 16-20, 2022)
    - Grade, fill and place gravel. (May 17-June 10, 2022)
    - Construct Building. (May 17-October, 2022)
    - Install asphalt pavement. (September, 2022)
    - Seed and mulch all disturbed areas. (September 6-16, 2022)
    - Remove erosion control measures after stabilization of the disturbed areas. (Nov. 16, 2022)

SOIL TYPE: WINNECONNE, WHB, SILTY CLAY LOAM



**SILT FENCE DETAIL**  
SCALE: N/A

**EROSION CONTROL PLAN**  
SCALE: 1" = 30'

2718 NORTH MEADE ST.  
APPLETON, WI 54911  
TEL: (920) 733-8377  
FAX: (920) 733-4731

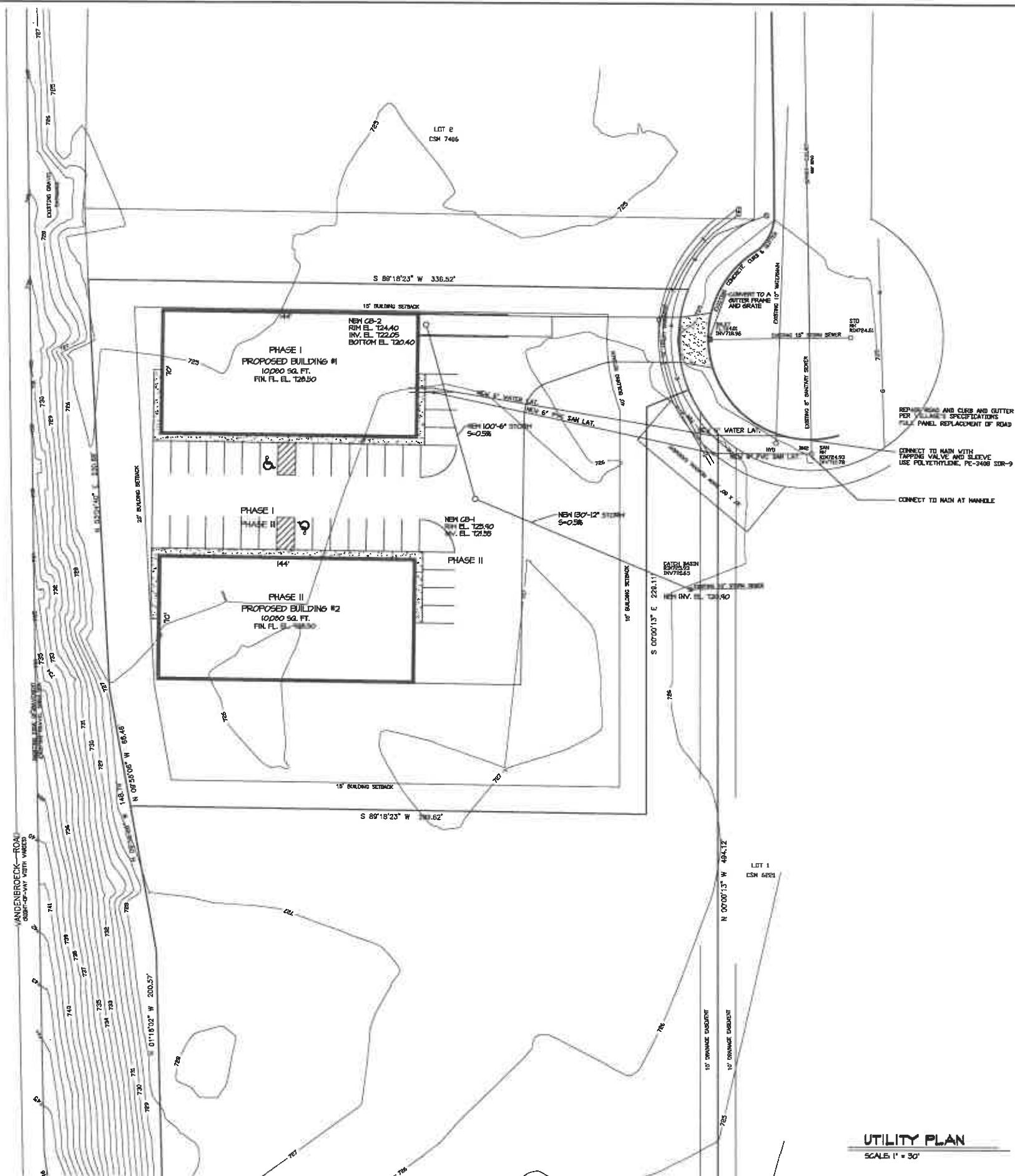
**HARRIS & ASSOCIATES, INC.**  
CONSULTING ENGINEERS  
AND LAND SURVEYORS



REV. NO.	DESCRIPTION	DATE	BY
1			

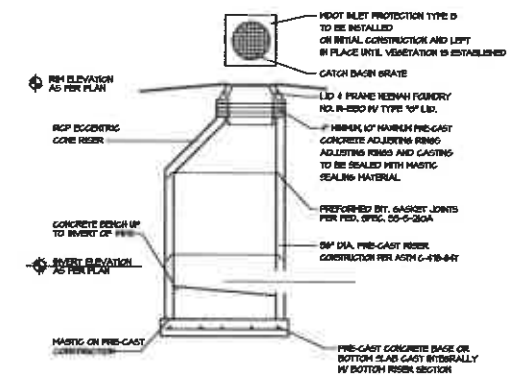
**PROJECT:** FOX STRUCTURES  
SPARTAN HOLDINGS  
**LOCATION:** SPIRIT COURT  
LITTLE CHUTE, WISCONSIN  
**DESCRIPTION:** EROSION CONTROL PLAN

**DRAWN BY:** CLT  
**CHECKED BY:**  
**DATE:** 4-22-22  
**SHEET:** C2.0  
**PROJECT-NUMBER:** 7803



### LEGEND

	= 60# BORING
	= BENCH MARK
	= 34\" RESBAR FOUND
	= 8\" X 24\" IRON PIPE SET WT. LAB. LESS LK. PT.
	= 1\" IRON PIPE FOUND
	= P.C. NAIL SET
( )	= RECORDED AS
	= MANHOLE
	= GATCH BASIN
	= MONITORING WELL
	= POWER POLE
	= LIGHT POLE
	= FIRE HYDRANT
	= WATER VALVE
	= POST INDICATOR VALVE
	= DIRECTION OF SURFACE RUNOFF
	= STORM SEWER OUTLET
	= CULVERT PIPE
	= BLIST
	= TELEPHONE PEDIMENT
	= EXISTING SPOT ELEVATION
	= PROPOSED SPOT ELEVATION
	= EXISTING CONTOURS
	= PROPOSED CONTOUR
	= UNDERGROUND TELEPHONE LINE
	= UNDERGROUND NATURAL GAS LINE
	= WATER MAIN
	= OVERHEAD ELECTRIC
	= UNDERGROUND ELECTRIC
	= STORM SEWER
	= SANITARY CENTER
	= DITCH LINE
	= SILT FENCE
	= FENCE
	= RAILROAD
	= GAS METER
	= ELECTRIC METER
	= LIMITS OF PROPOSED BITUMINOUS PAVEMENT
	= LIMITS OF PROPOSED CONCRETE PAVEMENT
	= LIMITS OF PROPOSED GRAVEL PAVEMENT



**UTILITY PLAN**  
SCALE 1" = 30'



**HARRIS**  
**& ASSOCIATES, INC.**  
CONSULTING ENGINEERS  
AND LAND SURVEYORS

2718 NORTH MEADE ST.  
APPLETON, WI 54911  
TEL: (920) 733-8377  
FAX: (920) 733-4731

PROJECT:	REV. NO.	DESCRIPTION	DATE	BY	REV. NO.	DESCRIPTION	DATE	BY
FOX STRUCTURES SPARTAN HOLDINGS	1		1	1				
LOCATION: SPIRIT COURT LITTLE CHUTE, WISCONSIN								
DESCRIPTION: UTILITY PLAN								

DRAWN BY:  
CHECKED BY:

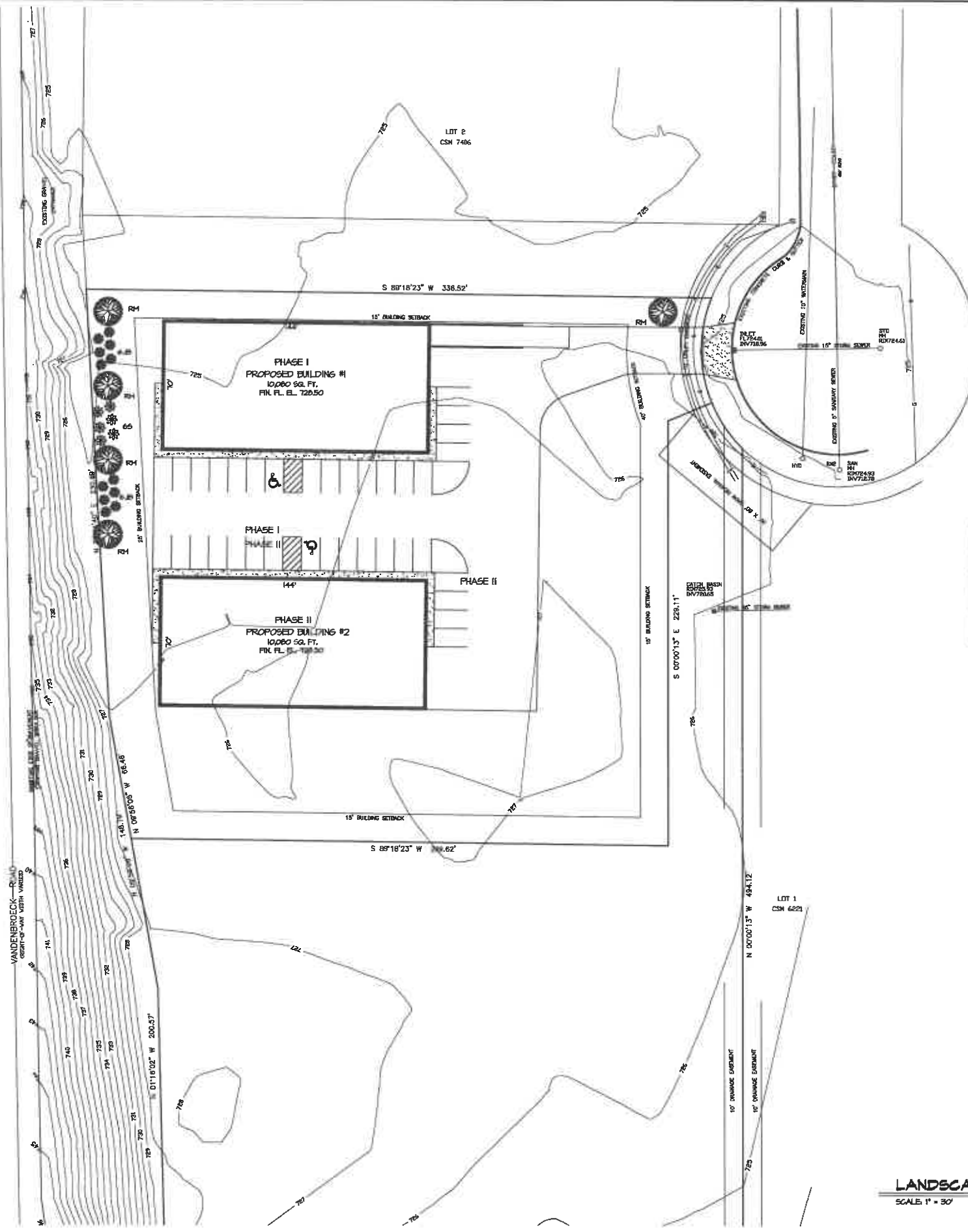
DATE:  
4-22-22

SHEET  
**C3.0**

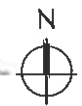
PROJECT-NUMBER:  
7803



SPACE TREES 40' APART



LANDSCAPE PLAN  
SCALE: 1" = 30'



- LEGEND**
- SOIL BORING
  - BENCH MARK
  - 3/4" REBAR FOUND
  - 1" X 24" IRON PIPE SET  
WT. 150 LBS/LIN. FT.
  - 1" IRON PIPE FOUND
  - P.C. NAIL SET
  - RECORDED AS
  - MANHOLE
  - CATCH BASIN
  - MONITORING WELL
  - POWER POLE
  - LIGHT POLE
  - FIRE HYDRANT
  - WATER VALVE
  - POST INDICATOR VALVE
  - DIRECTION OF SURFACE RUNOFF
  - STORM SEWER OUTLET
  - CULVERT PIPE
  - INLET
  - TELEPHONE PEDestal
  - EXISTING SPOT ELEVATION
  - PROPOSED SPOT ELEVATION
  - EXISTING CONTOURS
  - PROPOSED CONTOURS
  - UNDERGROUND TELEPHONE LINE
  - UNDERGROUND NATURAL GAS LINE
  - WATER MAIN
  - OVERHEAD ELECTRIC
  - UNDERGROUND ELECTRIC
  - STORM SEWER
  - SANITARY SEWER
  - SLOTTED LINE
  - SALT PILE
  - FENCE
  - RAILROAD
  - GAS METER
  - ELECTRIC METER
  - LIMITS OF PROPOSED  
BITUMINOUS PAVEMENT
  - LIMITS OF PROPOSED  
CONCRETE PAVEMENT
  - LIMITS OF PROPOSED  
GRAVEL PAVEMENT

LANDSCAPE TREE/ SHRUB SCHEDULE						
SYM.	COMMON NAME	LATIN NAME	QTY.	COND.	SIZE	REMARKS
●	RED MAPLE	ACER RUBRUM	5	B&B	2 1/2"	ALL PLANT MATERIAL SHALL CONFORM TO 'AMERICAN STANDARDS FOR NURSERY STOCK'
●	JAPANESE BARBERRY	BERBERIS THUNBERGII 'CRIMSON PYGMY'	12	2 GAL	2'-3'	
●	SPIREA	SPIREA x BUNALDA 'GOLDFLAME'	6	2 GAL	2'-3'	

2716 NORTH MEADE ST.  
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FAX: (920) 733-4731

**HARRIS & ASSOCIATES, INC.**  
CONSULTING ENGINEERS  
AND LAND SURVEYORS

PROJECT: FOX STRUCTURES  
SPARTAN HOLDINGS

LOCATION: SPIRIT COURT  
LITTLE CHUTE, WISCONSIN

DESCRIPTION: LANDSCAPE PLAN

DRAWN BY:  
CLT

CHECKED BY:

DATE:  
4-22-22

SHEET  
**C4.0**

PROJECT-NUMBER  
7803

REV. NO. 1

DATE

DESCRIPTION

BY

DATE

DESCRIPTION

BY

DATE

DESCRIPTION

BY





## Item For Consideration

**For Board Review On:** June 15<sup>th</sup>, 2022

**Prepared On:** June 9<sup>th</sup>, 2022

**Agenda Item Topic:** Fire Space Needs Study – GIS Work   **Prepared By:** Admin. Bernhoft

**Report:** SEH and our Fire team continue to work on the final draft of the Space Needs Study. We are nearing a point where we need to identify how much land will be required for an ideal layout of a new station. The Village is limited on available lots that would meet ideal identified criteria. A GIS study will take into consideration where calls for service have been requested in the last ten years along with future needs to further assist in identifying optimal parcels. SEH originally offered a GIS/Site Analysis option in their proposal for \$5,500 which we did not opt into in March when the proposal was approved \$12,466. The add on is proving to be necessary to finalize the study. The original budget was \$25,000.

At the previous Board meeting, there was discussion on a previous Organizational Review completed by Public Administration Associates (PAA). Included in the study was GIS mapping that utilized data from 2017 & 2018 to identify response time and service area. While this is beneficial, we may want to consider a larger intake of call data over a decade to identify an ideal location for a potential large investment.

**Fiscal Impact:** No action is necessary since within original budget constraints.

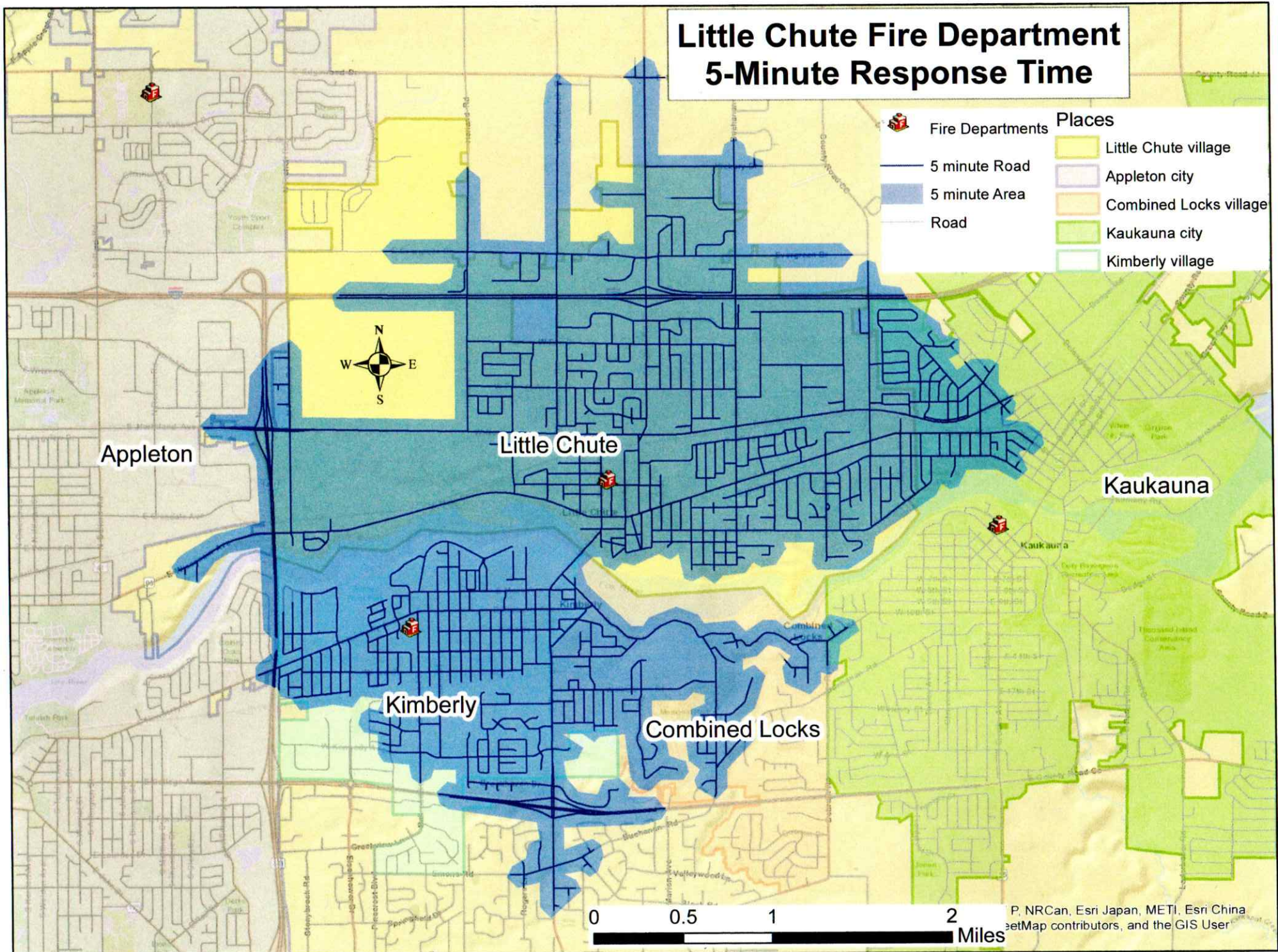
**Recommendation/Board Action:** Staff recommends approving the additional GIS/Site Analysis add on for \$5,500 to complete a comprehensive Fire Station Space Needs Study.

**Respectfully Submitted,**

Beau Bernhoft, Village Administrator



# Little Chute Fire Department 5-Minute Response Time





# Little Chute Fire Department 1.5 miles Service Area

-  Fire Departments
-  1.5 miles road
-  1.5 miles area
-  Road
- Places**
-  Little Chute village
-  Appleton city
-  Combined Locks village
-  Kaukauna city
-  Kimberly village

Appleton



Little Chute

Kaukauna

Combined Locks

Kimberly

Total length of city roads network 74.43 mi  
**Total length of service area roads 43.09 mi**  
Percentage of service area roads **57.9 %**

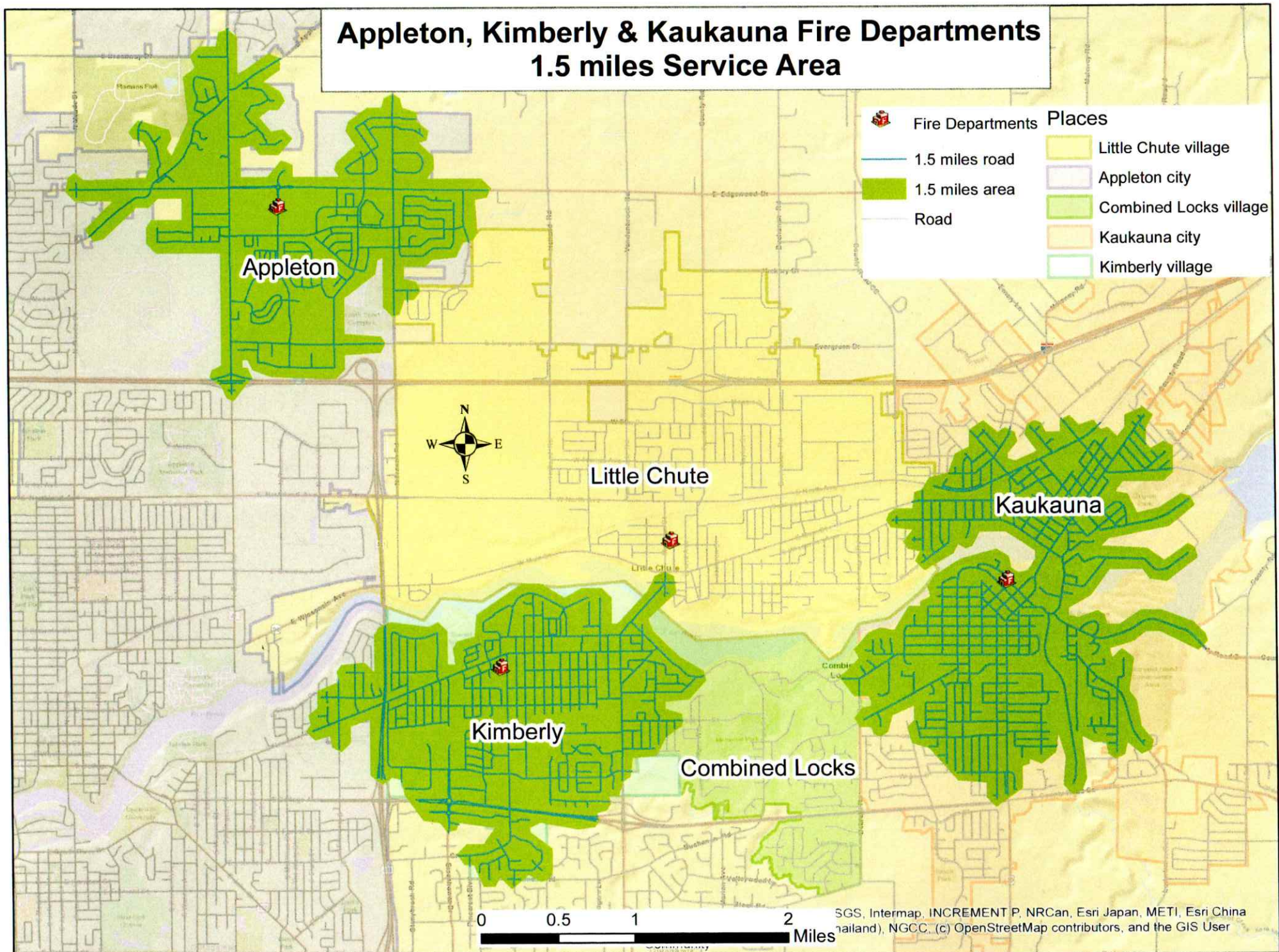
0 0.25 0.5 1 Miles







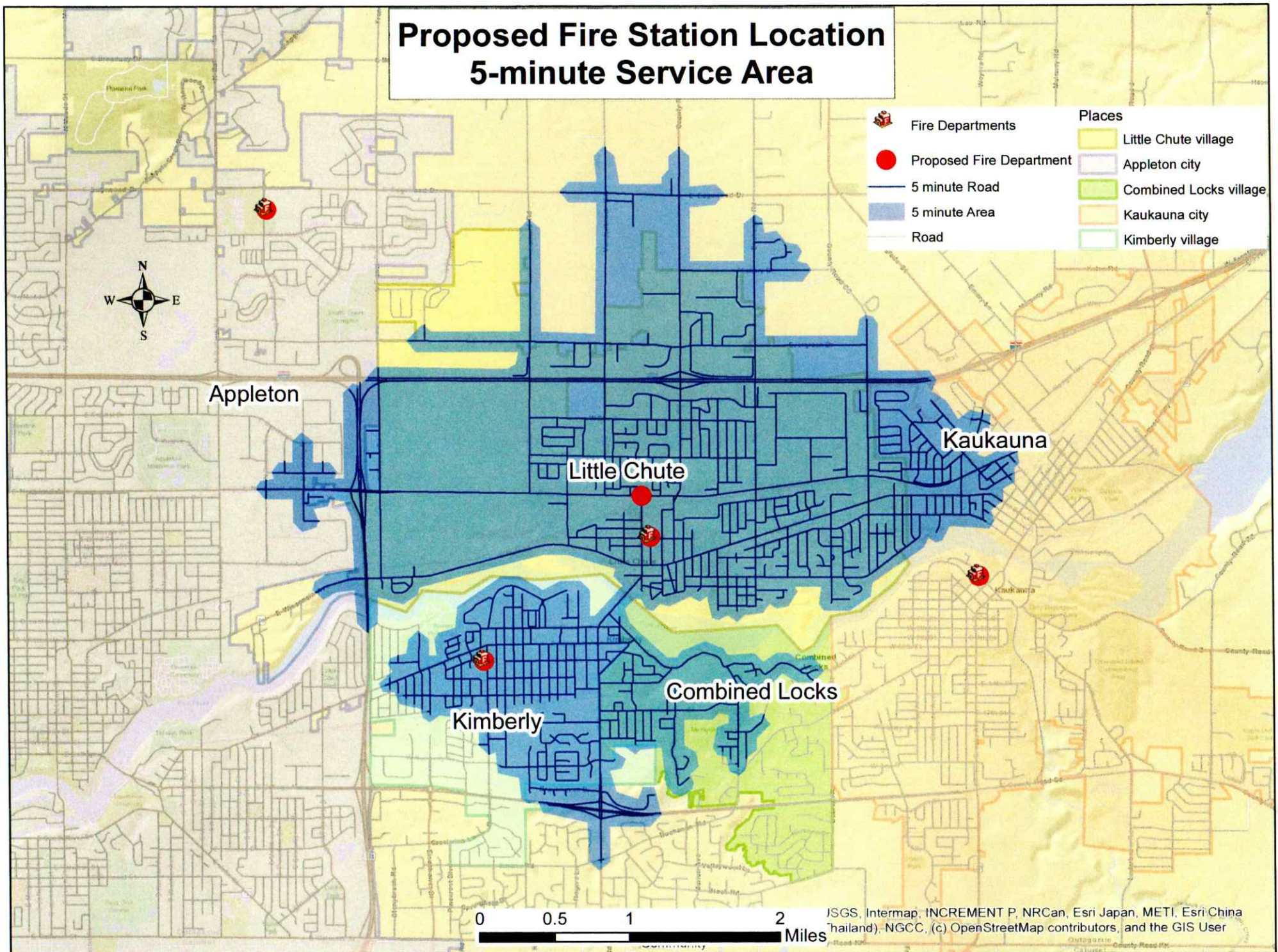
# Appleton, Kimberly & Kaukauna Fire Departments 1.5 miles Service Area



"PERFECT DISTRIBUTION"



# Proposed Fire Station Location 5-minute Service Area









## Item For Consideration

**For Board Review On:** June 15th, 2022

**Prepared On:** June 10th, 2022

**Agenda Item Topic:** Buchanan Road Street Improvement **Prepared By:** Admin. Bernhoft

**Report:** Following our first meeting in June, our legal counsel made revisions to the draft Intergovernmental Agreement (IGA) from the Town of Vandenbroek (the Town) to limit the Village exposure for cost overrun. The Town reviewed the revised IGA and made a decision to not approve the proposed changes. The Town has still not received updated estimates from the County, therefore we are still working with the estimates provided in early 2022. The Town plans to proceed with their portion of Buchanan up to the bridge even if the Village does not wish to participate in the project.

There are water valve box adjustments and sanitary manhole adjustments on the Village portion of Buchanan (Don DeGroot Drive to Evergreen Drive) that will need to be addressed. The cost is estimated at \$7,068 by Hietpas Construction who can perform the work.

### **Fiscal Impact:**

#### Construction Fund

Buchanan Street Improvement (Original Estimate + Private Work) (Expense)	+ \$34,372
Net Position (Equity)	- \$34,372

### **Recommendation/Board Action:**

Option 1: Do not proceed with our portion of repaving for Buchanan Road

Option 2: Revisit the IGA to accept and prepare for updated costs for the repaving

Option 3: Table decision until the County can provide not to exceed estimates to the Board. Recent discussions project start date at June 20<sup>th</sup>.

**Respectfully Submitted,**  
**Beau Bernhoft, Village Administrator**



[illegible]

**From:** [Beau Bernhoft](#)  
**To:** [Joseph.Zellmer@outagamie.org](mailto:Joseph.Zellmer@outagamie.org)  
**Cc:** [Chris Murawski](#); [Jason Wegand](#)  
**Subject:** Buchanan Road Repaving Estimates  
**Date:** Friday, June 10, 2022 10:59:00 AM  
**Importance:** High

---

Good morning Joe,

The Village and the Town are looking for a cost on Buchanan Road so we can have an IGA in place before work begins. Is there any updated information we can provide to our Board?

Thank you,  
Beau

**Beau Bernhoft | Village Administrator**

Village of Little Chute | 108 W Main Street | Little Chute, Wisconsin 54140

 (920) 423-3850 |  [beau@littlechutewi.org](mailto:beau@littlechutewi.org) | [Web](#) | [Facebook](#)

**VERSION REVIEWED ON 6/01 BOARD MEETING**  
**INTERGOVERNMENTAL AGREEMENT**  
**RELATING TO THE SHARING OF COSTS OF REPAVING BUCHANAN**  
**ROAD**

Between the Town of Vandebroek and Village of Little Chute

---

THIS AGREEMENT, is between the Town of Vandebroek, a Wisconsin municipal corporation (hereinafter referred to as "**the Town**"), and the Village of Little Chute, a Wisconsin municipal corporation (hereinafter referred to as "**the Village**"), effective as of the date by which all parties have signed hereunder.

WITNESSETH:

WHEREAS, the Town and Village each own a portion of Buchanan Road between Don DeGroot Dr and Evergreen Dr, of which is to be repaved in 2022 (the Project); and,

WHEREAS, the Town and Village find it to be cost effective to complete the Project jointly in order to obtain a lower price; and,

WHEREAS, the Project is to be funded by cost sharing by each of the Parties based on each party's respective portion of roadway; and,

WHEREAS, the parties have agreed to share the cost of the Project and wish to formalize their agreement pursuant to Section 66.0301 Wis. Stats.

NOW, THEREFORE, incorporating the recitals above and in consideration of the mutual covenants contained in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged, the parties hereby agree as follows:

1. Project. The Project shall consist of pulverizing, shaping and repaving of approximately 0 .98 miles of full width roadway with, approximately 0.755 miles of full roadway owned and operated by the Town, and approximately .0225 miles of full roadway owned and operated by the Village.

2. Lead Agency. The Town shall be the lead agency for the Project and shall bid, contract, oversee and pay the costs incurred in completing the project. The Village shall be kept aware of the construction plans and schedule and shall be consulted with regard to the placement of asphalt overlay and drainage of the existing bridge. The Village shall provide a plan for the proposed asphalt and transition zones. The Village shall be responsible for any additional costs incurred by the plan if any and the estimated Project Costs provided in the paragraph 3, Cost Sharing, shall be amended to reflect any additional cost.

3. Cost Sharing. Each party shall be responsible for the cost of the Project based on the portion of roadway within its jurisdiction. The parties agree the costs of the Project as estimated at this time, are proportionally divided as follows:

Town of Vandebroek

\$191,793.00 1

4. Invoice. The Town shall invoice the Village for its share of the Project costs upon receipt of invoice from the contractors performing the Project. The Village shall reimburse the Town within thirty (30) days after receipt of the invoice.

5. Costs for Village Default/Delay of Payment. The Village shall pay all invoices for the Project in a timely manner. If the Village is required to pursue legal remedies for default of any payment, the Village shall be responsible for and reimburse the Town for all costs, charges, and expenses (including reasonable attorney fees) incurred by the Town as a result of the Village failing to pay such invoices in a timely manner.

6. Liability. Each party shall be responsible for its own acts, errors, or omissions and for the acts, errors or omissions of its employees, officers, officials, agents, boards, committees, and commissions, and shall be responsible for any losses, claims, and liabilities that are attributable to such acts, errors, or omissions including providing its own defense, arising out of this Agreement. In situations involving joint liability, each party shall only be responsible for such losses, claims, and liabilities that are attributable to its own acts, errors, or omissions and the acts, errors or omissions of its employees, officers, officials, agents, boards, committees, and commissions. Neither party waives, limits or otherwise modifies the protections and limitations of liability found in Wis. Stat. 893.80 or any other protections available to the parties by law. This paragraph shall survive the termination or expiration of this agreement. Notwithstanding the forgoing, the Town shall require the contractor to add the Village as an additional insured on the contractor's general liability coverage.

7. Notice. Any notice or offer or demand required to be sent hereunder shall be personally delivered or sent by United States mail at the Parties' respective addresses set forth below. Each notice shall be deemed to have been received on the date of postmark, if sent by certified mail, postage prepaid, and addressed to:

	<u>Address</u>
Town of Vandebroek	Town of Vandebroek W2030 County Road JJ Kaukauna, WI 54130
Village of Little Chute	Village Administrator 108 W Main St Little Chute, WI 54140

8. Final Agreement. This Agreement constitutes the entire agreement of the Parties with respect to the subject matter hereof, and may only be modified or supplemented by an additional writing between the Parties. This Agreement shall be governed by, construed, interpreted, and enforced in accordance with the laws of the State of Wisconsin.

9. Severability. The invalidity of any provision of this Agreement shall not impair or affect in any manner the validity, enforceability or effect of the rest of this Agreement.

10. Construction. The Parties acknowledge that this Agreement is the product of negotiations between the Parties and that, prior to the execution hereof, each Party has had full and adequate opportunity to have this Agreement reviewed by, and to obtain the advice of, its own legal counsel with respect hereto. Nothing in this Agreement shall be construed more strictly for or against, any Party because that Party's attorney drafted this Agreement or any part hereof.

11. Miscellaneous.

a. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, and all of which taken together shall constitute one and the same Agreement.

b. All addenda and exhibits attached to this Agreement shall be considered part of this Agreement and the terms and conditions in such addenda and exhibits shall be binding upon all parties.

c. This Agreement is intended to benefit the parties hereto and their respective officials and shall not be construed to create any right or benefit on behalf of any person, firm, corporation or other entity not a party hereto.

d. Each party warrants for itself that it has complied with all applicable statutes, rules, orders, ordinances, regulations and requirements to execute this Agreement and that the person executing this Agreement on its behalf is authorized to do so.

e. The parties agree to comply with all applicable state and federal laws in performing under this agreement, including but not limited to any applicable wage laws and public bidding laws.

d. No member of either governing body or other official of either Party shall have any financial interest, direct or indirect, in this Agreement, or any contract, agreement, or other transaction contemplated to occur or be undertaken thereunder or with respect thereto, nor shall any such member of the governing body or other such official participate in any decision relating to this Agreement which affects his/her personal interest or the interests of any corporation, partnership, or association in which he/she is directly or indirectly interested. No member, official, or employee of either Party shall be personally liable in the event of any default or breach on any obligation of a Party under this Agreement.

. This Agreement shall be construed in accordance with the internal laws of the State of Wisconsin.

IN WITNESS WHEREOF, the parties have executed this AGREEMENT effective as of the last date of signature below.

TOWN OF VANDENBROEK

By:

Jason Wegand, Chairman

Date

ATTEST:

Cory Swedberg, Clerk

Date

VILLAGE OF LITTLE CHUTE

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

Date

ATTEST:

Laurie Decker, Clerk

Date



## Item For Consideration

**For Board Review On:** June 15<sup>th</sup>, 2022

**Prepared On:** May 25<sup>th</sup>, 2022

**Agenda Item Topic:** Pheasant Run Storm Project Update **Prepared By:** Admin. Bernhoft

**Report:** Our Engineering Department has applied to the Wisconsin Department of Natural Resources (WDNR) for the Pheasant Run storm project. Our proposal was to replace a gabion lined channel with a storm sewer pipe (enclose the system). WDNR concluded that the system is to remain an open channel. WDNR recommended to proceed with a stream restoration project with a natural bank. WDNR informed staff that if we proceed with the application attached it would be denied with no return of our application fee.

Staff has reviewed their alternative option. A natural stream restoration is extremely difficult due to the proximity of single-family homes. Any restoration would require the Village to secure easements abutting right up to the homes. Any natural restoration would also require a specialist consultant to design. Staff recommends not proceeding with a natural stream restoration project currently for our community considering the cost and benefits. The area will be monitored for future consideration.

**Fiscal Impact:** Remove the 2022 Budget since this project will not move forward.

Stormwater Utility

Construction (Expense) - \$275,385

Net Position (Equity) + \$275,385

**Recommendation/Board Action:** Staff recommends withdrawing our application from the WDNR (application fee will be refunded) and approve a budget amendment to remove the construction funds from our 2022 Budget.

**Respectfully Submitted,**

Beau Bernhoft, Village Administrator



## Item For Consideration

**For Board Review On:** June 15, 2022

**Agenda Item Topic:** 2023 – 2027 CIP Adoption

**Prepared On:** June 9, 2022

**Prepared By:** Finance

### **Report:**

Staff is presenting the final 2023-2027 Capital Improvement Plan (CIP) for approval by the Village Board. The CIP contains projects that are planned to be implemented within the next five years. The plan is updated annually ahead of the budget process. On June 1, 2022, staff presented the Board of Trustees with the first draft of the CIP. The following changes were made from the initial draft:

- Increased construction estimates for the proposed Fire Station based on information the Administrator received from SEH (\$5 million to \$7 million in Year 2025).
- Increased cost estimate for the Water Tower based on recent construction costs from a surrounding community (\$1.6 million to \$1.8 million in Year 2026).
- Reduced the anticipated 2022 General Obligation issue by \$750,000. The tentative plan is to combine the 2022 and 2023 debt issue saving administrative costs. Two items adjusted the 2022 expected borrowing needs: 1) Cherryvale Avenue bids came in under budget 2) Funds available in Tax Incremental District 4 based on final 2021 tax rate that determined 2022 tax increment. The 2022 Budget included conservative full debt funding of Cherryvale Avenue due to these items being unknown in fall of 2021.

With the above changes, we are still in compliance with established policies (see page 12).

**Fiscal Impact:** The CIP Plan considers all prioritized capital needs, assesses fiscal capacity, plans for debt issuance, and promotes understanding of the impact on reserves and operating budgets. The plan does not bind the Village Board.

**Recommendation/Board Action:** Please adopt the 2023-2027 Capital Improvement Plan.

Respectfully Submitted,

Lisa Remiker-DeWall, Finance Director





## Item For Consideration

For Board Review On: June 15<sup>th</sup>, 2022

Prepared On: June 6, 2022

Agenda Item Topic: 2021 Compliance Maintenance Annual Report (CMAR)

Prepared By: Public Works

Report: Chapter NR 208, Wis. Adm. Code, is more commonly known as the Compliance Maintenance Annual Report (CMAR) rule for publicly and privately owned domestic wastewater treatment works. The CMAR is a self-evaluation tool that promotes the owner's awareness and the responsibility for wastewater collection and treatment needs, measures the performance of a wastewater treatment works during a calendar year, and assesses its level of compliance with permit requirements. CMAR requirements have been in existence since 1987.

The Village of Little Chute is required to complete a CMAR and pass a resolution charting the course of action which the Village will take to correct any deficiencies.

The Village of Little Chute Department of Public Works has completed the CMAR for 2021 (see attached form). The Village received an A (4.0 GPA) for its sanitary collection system which places it in the voluntary range. Included with your information is a resolution for Village Board consideration. A resolution is required verifying the Board's review, statement of corrective actions, if necessary, and authorization of submittal of the CMAR.

Recommendation/Board Action: Staff is recommending the Village Board review and approve the attached Compliance Maintenance Annual Report (CMAR) and adopt the provided resolution. After the resolution has been adopted, the CMAR will be electronically submitted to the Wisconsin Department of Natural Resources by the Village of Little Chute Department of Public Works.

Respectfully Submitted,

Kent Taylor, Department of Public Works

# Compliance Maintenance Annual Report

Little Chute Sewage Collection System

Last Updated: Reporting For:  
6/8/2022 2021

## Financial Management

### 1. Provider of Financial Information

Name:

Lisa Remiker-Dewall

Telephone:

920-423-3855

(XXX) XXX-XXXX

E-Mail Address  
(optional):

lisa@littlechutewi.org

### 2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

- ☒ Yes (0 points) ☐  
☐ No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?  
Year:

2021

0

- ☒ 0-2 years ago (0 points) ☐  
☐ 3 or more years ago (20 points) ☐  
☐ N/A (private facility)

2.3 Did you have a special account (e.g., CWP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

- ☒ Yes (0 points)  
☐ No (40 points)

### REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

### 3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year:

2021

- ☒ 1-2 years ago (0 points) ☐  
☐ 3 or more years ago (20 points) ☐  
☐ N/A

If N/A, please explain:

### 3.2 Equipment Replacement Fund Activity

#### 3.2.1 Ending Balance Reported on Last Year's CMAR

\$ 77,150.00

3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)

\$ 0.00

#### 3.2.3 Adjusted January 1st Beginning Balance

\$ 77,150.00

3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)

+

\$ 0.00

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below\*) -

\$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 77,150.00

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

The Village has limited equipment in the sanitary collection system. Additional funds to \$100K for equipment/material replacement are available as needed in working cash reserves.

3.3 What amount should be in your Replacement Fund? \$ 50,000.00

Please note: If you had a CWWP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

☒ Yes

☐ No

If No, please explain.

0

## 4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

☒ Yes - If Yes, please provide major project information, if not already listed below. ☐ ☐

☐ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Buchanan St (CTH OO to Main St) Sanitary Sewer Replacement	300000	2023
2	CTH "OO" Lamers Drive to Bohm Drive, Sanitary Sewer Main replacement	226000	2022
3	Randolph Drive (East Segment) sanitary sewer main replacement.	231000	2023
4	Randolph Drive (West Segment) sanitary sewer main replacement	186000	2023
5	Arthur Street (McKinley Ave to Main Street) sanitary sewer main replacement	61000	2026
6	Miami Circle (Florida Ave to Vandenbroek Road) sanitary sewer main replacement	386000	2026
7	Adams Way (McKinley Street to Pierce Avenue) sanitary main replacement	218000	2027
8	Biscayne Drive (Miami Circle to W Florida Ave) sanitary sewer main replacement	282000	2027
9	Bittersweet Ct sanitary sewer main replacement	61000	2027
10	Florida Avenue (Maplewood Drive to Vandenbroek Rd) sanitary sewer main replacement	201000	2027
11	Franklin Street (Greenfield Dr. to W Florida Ave.) sanitary sewer main replacement	183000	2027
12	Grant Street (Greenfield Dr. to W Florida Ave.) sanitary sewer main replacement	106000	2028
13	Hoover Ave. (Roosevelt St. to Buchanan St.) sanitary sewer main replacement	67000	2028
14	Jefferson St (Main St. to terminus) sanitary sewer main replacement	529000	2028
15	E Lincoln St (Sue St. to Sanitorium Rd.) sanitary sewer main replacement	304000	2029
16	E Lincoln St. (Buchanan St to Sue St.) sanitary sewer main replacement.	239000	2030
17	Orchard La, (W Florida Ave. to Florida Ave.) sanitary sewer main replacement.	352000	2030
18	Roosevelt Street (E Florida Ave. to E Elm St.) sanitary sewer main replacement	293000	2030
19	Tampa Way (Miami Cr. to terminus) sanitary sewer main replacement	116000	2031

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20	Taylor St. (Moasis Dr. to E Florida Ave) sanitary sewer main replacement	293000	2031
21	E. Wisconsin Avenue (Sue St. to Sanitorium Rd.) sanitary sewer main replacement	297000	2032
22	E. Wisconsin Ave (Buchanan St to Sue St) sanitary sewer main replacement	234000	2032

### 5. Financial Management General Comments

N/A

### ENERGY EFFICIENCY AND USE

### 6. Collection System

#### 6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

#### COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	0	
February	0	
March	0	
April	0	
May	0	
June	0	
July	0	
August	0	
September	0	
October	0	
November	0	
December	0	
Total	0	0
Average	0	0

#### 6.1.2 Comments:

The Village does not have any sanitary sewer lift stations.

### 6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☐ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☐ SCADA System
- ☐ Self-Priming Pumps
- ☐ Submersible Pumps
- ☐ Variable Speed Drives
- ☐ Other:

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6.2.2 Comments:

N/A

6.3 Has an Energy Study been performed for your pump/lift stations?

☒ No

☐ Yes

Year:

By Whom:

Describe and Comment:

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

N/A

<b>Total Points Generated</b>	<b>0</b>
<b>Score (100 - Total Points Generated)</b>	<b>100</b>
<b>Section Grade</b>	<b>A</b>

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## Sanitary Sewer Collection Systems

### 1. Capacity, Management, Operation, and Maintenance (CMOM) Program

#### 1.1 Do you have a CMOM program that is being implemented?

- ☒ Yes
- ☐ No

If No, explain:

#### 1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- ☒ Yes
- ☐ No (30 points)
- ☐ N/A

If No or N/A, explain:

#### 1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

##### ☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Per the Village CMAR - No sanitary overflows. No basement backups. No infrastructure failure due to lack of maintenance. Maintain capacity for community and industry growth within the community. Reduce infiltration and inflow.

Did you accomplish them?

- ☒ Yes
- ☐ No

If No, explain:

##### ☒ Organization [NR 210.23 (4) (b)] ☐

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)
- ☒ Internal and external lines of communication responsibilities
- ☒ Person(s) responsible for reporting overflow events to the department and the public

##### ☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Sewer use ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2018-06-15

Does your sewer use ordinance or other legally binding document address the following:

- ☒ Private property inflow and infiltration
  - ☒ New sewer and building sewer design, construction, installation, testing and inspection
  - ☒ Rehabilitated sewer and lift station installation, testing and inspection
  - ☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary
  - ☒ Fat, oil and grease control
  - ☒ Enforcement procedures for sewer use non-compliance
- ##### ☒ Operation and Maintenance [NR 210.23 (4) (d)]
- Does your operation and maintenance program and equipment include the following:
- ☐ Equipment and replacement part inventories
  - ☒ Up-to-date sewer system map

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2021

<p><input checked="" type="checkbox"/> A management system (computer database and/or file system) for collection system information for O&amp;M activities, investigation and rehabilitation</p> <p><input checked="" type="checkbox"/> A description of routine operation and maintenance activities (see question 2 below)</p> <p><input checked="" type="checkbox"/> Capacity assessment program</p> <p><input checked="" type="checkbox"/> Basement back assessment and correction</p> <p><input checked="" type="checkbox"/> Regular O&amp;M training</p> <p><input checked="" type="checkbox"/> Design and Performance Provisions [NR 210.23 (4) (e)] <input type="checkbox"/> <input type="checkbox"/></p> <p>What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?</p> <p><input checked="" type="checkbox"/> State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements</p> <p><input checked="" type="checkbox"/> Construction, Inspection, and Testing</p> <p><input type="checkbox"/> Others:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p><input checked="" type="checkbox"/> Overflow Emergency Response Plan [NR 210.23 (4) (f)] <input type="checkbox"/> <input type="checkbox"/></p> <p>Does your emergency response capability include:</p> <p><input checked="" type="checkbox"/> Responsible personnel communication procedures</p> <p><input checked="" type="checkbox"/> Response order, timing and clean-up</p> <p><input checked="" type="checkbox"/> Public notification protocols</p> <p><input checked="" type="checkbox"/> Training</p> <p><input checked="" type="checkbox"/> Emergency operation protocols and implementation procedures</p> <p><input checked="" type="checkbox"/> Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] <input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> Special Studies Last Year (check only those that apply):</p> <p><input type="checkbox"/> Infiltration/Inflow (I/I) Analysis</p> <p><input type="checkbox"/> Sewer System Evaluation Survey (SSES)</p> <p><input type="checkbox"/> Sewer Evaluation and Capacity Management Plan (SECAP)</p> <p><input type="checkbox"/> Lift Station Evaluation Report</p> <p><input type="checkbox"/> Others:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	0
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2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	2.5	% of system/year
Root removal	0	% of system/year
Flow monitoring	100	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	1	% of system/year
Manhole inspections	21	% of system/year
Lift station O&M	0	# per L.S./year
Manhole rehabilitation	1	% of manholes rehabbed
Mainline rehabilitation	1	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year

# Compliance Maintenance Annual Report

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Private sewer I/I removal  % of private services

River or water crossings  % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

N/A

### 3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

18.30	Total actual amount of precipitation last year in inches
31.05	Annual average precipitation (for your location)
59.14	Miles of sanitary sewer
0	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
0	Number of basement backup occurrences
0	Number of complaints
2.01	Average daily flow in MGD (if available)
2.96	Peak monthly flow in MGD (if available)
9.95	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.00	Basement backups (number/sewer mile)
0.00	Complaints (number/sewer mile)
1.5	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
5.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

### 4. Overflows

#### LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED \*\*

Date	Location	Cause	Estimated Volume
None reported			

\*\* If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

### 5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

☒ Yes

☐ No

If Yes, please describe:

During wet weather events the sanitary collection system experiences infiltration.

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

☐ Yes



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- No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

The Village has made an effort to identify I&I by checking manholes during both dry and wet weather conditions. When defects are found they are corrected. The Village purchased a new sewer camera and trailer.

5.4 What is being done to address infiltration/inflow in your collection system?

Manholes are inspected, sanitary sewer mains are being televised, repairs are being made when found. Smoke testing will be used going forward.

<b>Total Points Generated</b>	<b>0</b>
<b>Score (100 - Total Points Generated)</b>	<b>100</b>
<b>Section Grade</b>	<b>A</b>

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## Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
<b>TOTALS</b>			<b>4</b>	<b>16</b>
<b>GRADE POINT AVERAGE (GPA) = 4.00</b>				

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

# Compliance Maintenance Annual Report

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## Resolution or Owner's Statement

Name of Governing  
Body or Owner:

Village of Little Chute, WI

Date of Resolution or  
Action Taken:

2022-06-15

Resolution Number:

18

Date of Submittal:

### ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

### ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

**G.P.A. = 4.00**

**VILLAGE OF LITTLE CHUTE**

**RESOLUTION NO. 18, SERIES OF 2022**

**WISCONSIN DEPARTMENT OF NATURAL RESOURCES  
NR 208 – COMPLIANCE MAINTENANCE RESOLUTION**

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file a Compliance Maintenance Annual Report (CMAR) for its (wastewater collection system) under Wisconsin Administrative Code NR 208;

WHEREAS, it is necessary to acknowledge that the governing body has reviewed the Compliance Maintenance Annual Report (CMAR);

WHEREAS, actions be set forth by the governing body relating to the overall grade point average and any general comments (Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

BE IT THEREFORE RESOLVED by the Village Board of the Village of Little Chute that the following recommendations or actions will be taken to address or correct problems/deficiencies of the wastewater collection system as identified in the Compliance Maintenance Annual Report (CMAR):

- (1) The Village received a grade of A (4.0) which is in the voluntary range.
- (2) The Village will endeavor to reduce I/I in its collection system.
- (3) The Village will continue the rehabilitation and repair of the sanitary collection to provide reliable service to its residents.

Date Introduced: June 15, 2022

Date Approved and Adopted: June 15, 2022

Village of Little Chute

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

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