



AMENDED AGENDA

REGULAR BOARD MEETING

PLACE: Little Chute Village Hall
DATE: Wednesday, January 18th, 2023
TIME: 6:00 p.m.

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

Join Zoom Meeting:

<https://us06web.zoom.us/j/83319428246?pwd=ZEtVdnhuOTBFNXlvNDdQSmRONDlkdz09>

Meeting ID: 833 1942 8246

Passcode: 431116

Dial by your location: +1 312 626 6799 US (Chicago)

REGULAR ORDER OF BUSINESS

- A. Invocation
- B. Pledge of Allegiance to the Flag
- C. Roll call of Trustees
- D. Roll call of Officers and Department Heads
- E. Public Appearance for Items Not on the Agenda
- F. Other Informational Items: 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 January 4, 2023
 - 2. Disbursement List
 - 3. Approve Liquor License for Budda LLC, Little Chute BP
- H. Public Hearing—Ordinance Amendment 44-391 Public Sharing Exchange
- I. Action—Adopt Ordinance 01, Series 2023 – Amending 44-391, Public Sharing Exchange
- J. Public Hearing—Ordinance Amendment 44-391, Greenhouses in Village
- K. Action—Adopt Ordinance 02, Series 2023 – Amending 44-391 and 44-5, Greenhouses in Village
- L. Discussion/Action—MOU Fire Department – Foam Bank Shared Cost Agreement

- M. Discussion/Action—2022 and 2023 Budget Amendments
- N. Discussion/Action—Adopt Resolution No. 03, Series 2023 Preliminary Assessment Resolution
- O. Department and Officers Progress Reports
- P. Call for Unfinished Business
- Q. Items for Future Agenda
- R. 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 Item*
 - b.) 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. *Sale of Village Property*
 - c.) 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. *Review of Legal Matter, Outagamie County Landfill*
 - d.) 19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Personnel Review*
- S. Return to Open Session
- T. 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: January 13, 2023

VILLAGE OF LITTLE CHUTE MONTHLY REPORT



Little Chute

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

DECEMBER
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 – DECEMBER 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.

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

VILLAGE ADMINISTRATOR

Administration Updates

- Assisted Payroll with end of year items such as vacation carryover and payroll change notices.
- Assisted Department Heads in project planning and execution for 2023 projects. Aiming to get bids out quick and timelines in place for project completion.
- Attended the Leadership Fox Cities (LFC) for December session. We had a health and wellness month, where we focused on balancing work with our lives. We saw the impact stressors can have and best practices for managing stress.
- Working collaboratively with neighbors on the I-41 bridge aesthetics. Will need to present our latest updates to the Board in February.
- Attended various local and regional meetings to stay informed on neighboring projects.

Current Work List and Progress Update

- Working with the fire department on rescue squad plans for the 2024 CIP item.
- Working with the fire department on the Space Needs Study. Internal reviews/feedback is in before we present it to the Board.
- Reaching out to consultants and vendors to make sure our bills and goods are received for year 2022.
- Assisted in holiday party planning and donated prizes for our employees.
- Attended the sleigh ride event in downtown Little Chute. This event was well received. Thank you to Elite Smiles and Seth's Coffee for bringing this to the Village!

Items for January

- Continued project progress on various items tasked by the Village Board.
- Finalize Development Agreements for Board review to continue progress with several projects in the Village.
- Implement background check protocol changes.
- Meet with Department Heads to assist with setting timelines for various projects in 2023. My main focus is on the Personnel Handbook changes that are needed.



VILLAGE CLERK

The Clerk's Office really got into the Holiday Spirit this December. We started off with a Holiday Luncheon for all staff on December 5th. It was great to get everyone together for lunch and special prizes. We also organized the first annual Office Decorating Competition. We had a lot of fun seeing the different departments "Deck the Village Halls" in a, mostly, friendly competition.

Looking back, it was a very busy and productive year. We held four Elections, published four Newsletters, produced a Popular Annual Financial Report, participated in the Wage and Compensation Study, updated the web site, countless Social Media Posts, while still producing agendas and minutes for board meetings and committees. We are looking forward to 2023 and implementing Electronic Poll Books which will improve the efficiency of elections and improve Voter experience.


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


- Plan and organize Holiday Luncheon, Dec 5
- Organize Office Decorating Competition
- Prepare Nomination paperwork and packets for open Village Trustee positions
- 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
- Started Badger Book training, webinars and printed materials.
- Finalize the December Village Newsletter mail to all residents before end of year


Goals for January:

- 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
- Attend local Grand Opening Events and promote new businesses on Social Media
- Process Operator License Renewals
- Attend training for Badger Books
- Collect and submit Nomination Paperwork for Village Trustees
- Planning for February 21 Primary Election
- Process Absentee Requests, mail out applications for February Primary
- Contact Poll workers for February Primary
- Attend Bid Openings

2022 Social Media Metrics October November December 2022 Totals

	Facebook Posts				
	People Reached	15,319	28,401	52,497	344,585
	Engagement	9,606	5,603	17,886	133,938
	Link Clicks	43	120	179	4,172
	Comments	247	247	493	4,186
	Shares	153	184	217	2,230
	Reactions	1,506	1,739	2,333	21,925
	Photo Views	2,050	1,841		28,212
	Most popular post	Trick or Treat	Finance Update	Heesakker Closed	
	New Followers	63	60	79	831
	Net Followers	53	55	76	751
	Total Followers	6,045	6,094	6,166	6,094
	Facebook Videos				
	Minutes Viewed	1,757	1,143	4,318	18,748
	1-Minute Video Views	400	189	706	2,892
	3-Second Video Views	3,642	2,764	7,810	47,755
	Video Engagement	153	219	223	2,134
	Most popular Video	Pickelball	Parks and Rec	Legion Ice Rink	

	Instagram				
	Instagram Posts	11	8	6	146
	Likes	35	26	46	606
	Video Views	0	200	22	1,167
	Reach	230	356	259	3,631
	Followers	894	894	892	868
	Popular Post	TbThur	Veteran's Day	TbThur	

	LinkedIn				
	Search Apperances	44	30	21	545
	Unique Visitors	7	20	5	191
	Post Impressions	13	36	6	1,851
	Custom clicks		0	0	4
	followers	261	263	265	263

FINANCE DEPARTMENT

HIGHLIGHTS

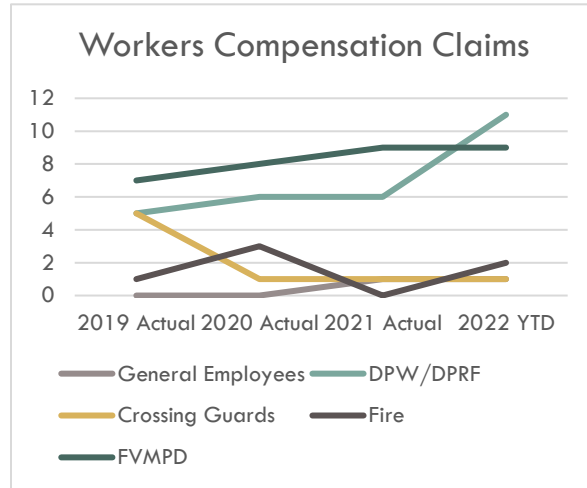
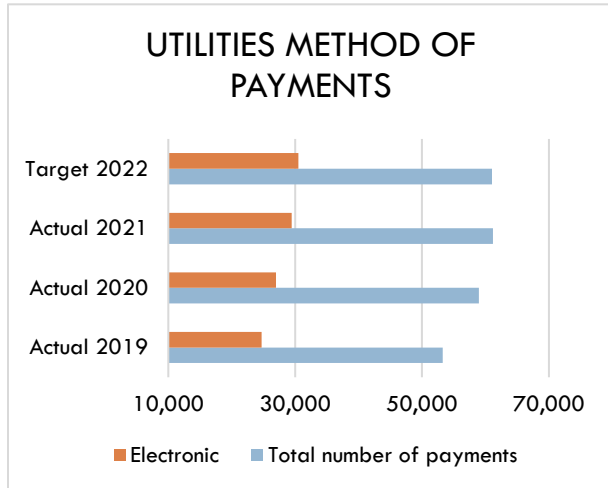
- Filed Tax Levy Limit Worksheet and Statement of Taxes with the State.
- Completed 2022 preliminary audit fieldwork on December 14.
- Deputy Finance Director/Human Resource Manager updated Policy Manual Appendix with current forms/documents and posted on Village website for access by employees.
- The Utility Billing Clerk and Deputy Finance Director/Human Resource Manager are working together with the Deputy Clerk to refresh the utility web pages for our citizens to better locate the information they need.
- Payroll & Benefits Specialist updated payroll system with 2023 dental, vision, life, disability, Wisconsin Retirement System rates (WRS) and insurance elective opt out incentive changes.
- Tax collection and dog license renewal are in full swing (over \$9 million collected in December).
- All remaining compensatory time for non-Wisconsin Professional Police Association (WPPA) employees was paid out on the first payroll in December.
- Staff participated in year-end training refresher for our general ledger software, WRS reporting, IRS/State required filings and continuing professional licensure education requirements.

TOP PRIORITIES FOR JANUARY

- Complete January Tax Settlement with taxing entities for collections in December.
- 2022 audit preparation including issuance of 2022 special assessment bills.
- The Payroll & Benefits Specialist will update payrates for 1/1/23 and issue 2022 W-2's while the Accounts Payable Clerk will complete 1099's.
- Compensatory time for WPPA employees per contract will be paid out with the first pay period in January.
- Establish best practice procedure in 2023 for Volunteer Firefighter reimbursement of expenses and initiate a formal action to be taken by the Fire Commission and Village Board for officer compensation.
- Hosting joint in-person presentation by our Wisconsin Deferred Compensation plan advisor for Village of Little Chute and Kimberly employees. This is an opportunity to learn more about the benefit and meet with our advisor to address retirement questions.
- Cross-training on special assessment cash receipts and responsibilities along with Mobile Home Park billing due to trained back-up retirement.
- Deputy Finance Director/Human Resource Manager will work in partnership with the Administrator to standardize background check process for new hires
- Final review of financial information in the third draft of Transportation Study report

CONTINUOUS IMPROVEMENT EFFORTS

- The Utility Billing Clerk made improvements to the industrial strength billing invoice format to improve user ease of comprehension and provide a clear link to the applicable laboratory tests for the strength components calculation.
- Created 2023 timesheet templates and distributed to employees to standardize format and streamline our payroll entry process.



PERFORMANCE MEASUREMENTS

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>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%	(.528)% vs (.555)%	(2.77)% vs (2.14)%
% of customers paying online	42%	53%	55%	55%
Continuous improvement initiatives	25	37	32	26
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	904
Annual tax certification letters	540	774	673	647
General obligation bond rating	Aa3	Aa3	Aa3	Aa3
# of auditor's compliance issues	2	1	0	0
% of time monthly financials closed within 15 days	58%	100%	100%	100%

% of staff adequately trained/cross trained	70%	90%	90%	100%
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FINANCIAL LEARNING OPPORTUNITY FOR THE MONTH

American Rescue Act -State and Local Fiscal Recovery Fund Act Nationwide Reporting

The Village of Little Chute is a Tier 5 recipient (population less than 250,000 residents and allocated less than \$10 million in funding). 75% of Tier 5 recipients are spending the funds on the revenue replacement category allowed by the final Treasury Rule that has less meticulous reporting requirements. Nationwide, \$224 billion in funds were distributed to 27,388 recipients with only \$69 billion of those funds spent to date. Across Wisconsin, \$2.4 billion in funds were allocated to 1,837 recipients with only \$827 million spent to date.

What have we learned? Rule changes and interpretations are still evolving. Best practices include allocating funds as part of annual budget process (especially if electing the standard allowance for revenue loss) and setting up a Special Revenue Fund with a segregated bank account to monitor and provide clear audit trails.

				Over (Under) Budget	
	DECEMBER	YTD 2022	BUDGET 2022	VARIANCE	% OF BUDGET
GENERAL FUND					
Taxes	(329.30)	1,098,289.03	1,116,418.00	(18,128.97)	98.38%
Total Licenses and Permits	(1,561.00)	158,790.45	131,005.00	27,785.45	121.21%
Intergovernmental Aid	-	2,474,461.46	2,474,678.00	(216.54)	99.99%
Public Charges for Service	12,054.22	148,359.48	130,892.00	17,467.48	113.34%
Fines and Forfeitures	6,830.63	86,767.63	95,000.00	(8,232.37)	91.33%
Total Interest	26,423.13	33,795.40	88,052.00	(54,256.60)	38.38%
Miscellaneous Revenue	7,544.00	147,991.67	136,754.00	11,237.67	108.22%
Other Financing Sources	20,681.67	225,226.02	219,000.00	6,226.02	102.84%
Total General Fund Revenue	71,643.35	4,373,681.14	4,391,799.00	(18,117.86)	99.59%
Village Board	8,654.78	83,178.49	99,646.00	(16,467.51)	83.47%
Administration	17,125.88	101,266.21	123,932.00	(22,665.79)	81.71%
Engineering & GIS	4,738.12	33,288.68	95,410.00	(62,121.32)	34.89%
Finance	24,001.52	239,177.67	289,214.00	(50,036.33)	82.70%
Clerk	20,268.47	208,603.04	212,487.00	(3,883.96)	98.17%
Community Development - Assessing	8,311.61	71,190.96	81,973.00	(10,782.04)	86.85%
Village Hall	8,719.96	94,430.57	131,735.00	(37,304.43)	71.68%
Municipal Court	6,327.52	63,376.48	66,301.00	(2,924.52)	95.59%
Unallocated	525.93	43,723.68	208,425.00	(164,701.32)	20.98%
Insurance	6,053.40	215,513.40	226,869.00	(11,355.60)	94.99%
Village Promotion and Goodwill	4,975.39	38,620.61	33,546.00	5,074.61	115.13%
Inspections	10,904.72	126,070.63	151,080.00	(25,009.37)	83.45%
Fire Operations	52,061.30	335,241.94	368,767.00	(33,525.06)	90.91%
Fire Allocated	28,077.16	363,044.56	364,961.00	(1,916.44)	99.47%
Crossing Guards	10,317.70	71,540.98	84,716.00	(13,175.02)	84.45%
Public Works Administration	1,646.01	15,744.95	34,393.00	(18,648.05)	45.78%
Street Repair and Maintenance	73,676.71	566,621.30	744,384.00	(177,762.70)	76.12%
Public Works Support Services	8,484.18	63,514.24	75,790.00	(12,275.76)	83.80%
Public Works Vehicle Maintenance	13,994.15	135,617.95	144,502.00	(8,884.05)	93.85%
Snow and Ice Control	50,197.62	151,430.28	205,037.00	(53,606.72)	73.86%
Weed Control	507.51	7,034.09	19,848.00	(12,813.91)	35.44%
Recycling	5,139.52	42,326.64	47,922.00	(5,595.36)	88.32%
Park	42,073.68	465,255.05	499,810.00	(34,554.95)	93.09%
Recreation	14,019.20	188,625.23	210,131.00	(21,505.77)	89.77%
Forestry	13,782.25	174,687.51	172,342.00	2,345.51	101.36%
Youth Football	727.47	49,891.67	50,197.00	(305.33)	99.39%
Community Band	1,671.20	8,970.68	9,951.00	(980.32)	90.15%
Economic Development	4,662.75	101,164.54	124,633.00	(23,468.46)	81.17%
Transfers	-	638,000.00	638,000.00	-	100.00%
Total General Fund Expenses	441,645.71	4,697,152.03	5,516,002.00	(818,849.97)	85.16%
GENERAL FUND NET REVENUES (EXPENSES)	(370,002.36)	(323,470.89)	(1,124,203.00)		
SANITATION					
Sanitation Revenues	49,378.41	595,729.36	576,440.00	19,289.36	103.35%
Sanitation Expenses	58,039.71	516,883.26	515,885.00	998.26	100.19%
SANITATION NET REVENUES (EXPENSES)	(8,661.30)	78,846.10	60,555.00		
FIRE EQUIPMENT DONATION					
Fire Equipment Donation Revenues	1,469.45	102,888.83	91,150.00	11,738.83	112.88%
Flag Pole Memorial Expenses	-	1,951.00	2,100.00	(149.00)	92.90%
FIRE EQUIPMENT DONATION NET REVENUES (EXPENSES)	1,469.45	100,937.83	89,050.00		
AQUATICS					
Aquatics Revenue	178.13	189,658.75	186,966.00	2,692.75	101.44%
Aquatics Expenses	1,816.01	184,401.07	217,466.00	(33,064.93)	84.80%
AQUATICS NET REVENUES (EXPENSES)	(1,637.88)	5,257.68	(30,500.00)		

	DECEMBER	YTD 2022	BUDGET 2022	Over (Under) Budget VARIANCE	% OF BUDGET
LIBRARY/CIVIC CENTER					
Library/Civic Center Revenues	2,310.22	624,863.37	606,879.00	17,984.37	102.96%
Library/Civic Center	53,646.83	602,361.43	621,879.00	(19,517.57)	96.86%
LIBRARY/CIVIC CENTER NET REVENUES (EXPENSES)	(51,336.61)	22,501.94	(15,000.00)		
CONSOLIDATED POLICE SERVICES					
Consolidated Police Services Revenue	67,417.25	3,968,937.94	3,959,733.00	9,204.94	100.23%
Police Services Consolidated	416,477.31	3,854,494.52	4,001,803.00	(147,308.48)	96.32%
CONSOLIDATED POLICE SERVICES NET REVENUES (EXPENSES)	(349,060.06)	114,443.42	(42,070.00)		
VAN LIESHOUT RECREATION CENTER					
Van Lieshout Rec Center Revenues	1,806.07	27,847.57	14,500.00	13,347.57	192.05%
Van Lieshout Rec Center Expenses	2,993.20	35,519.92	33,321.00	2,198.92	106.60%
VAN LIESHOUT NET REVENUES (EXPENSES)	(1,187.13)	(7,672.35)	(18,821.00)		
PROMOTIONAL FUND					
Promotional Fund Revenues	460.52	45,699.69	52,400.00	(6,700.31)	87.21%
Promotional Fund Expenses	-	21,086.37	40,996.00	(19,909.63)	51.44%
PROMOTIONAL NET REVENUES (EXPENSES)	460.52	24,613.32	11,404.00		
AMERICAN RESCUE FUND					
American Rescue Fund Revenues	2,164.36	20,272.61	636,280.00	(634,358.61)	3.19%
American Rescue Fund Expenses	621.48	10,233.98	634,780.00	(624,546.02)	1.61%
AMERICAN RESCUE PROMOTIONAL NET REVENUES (EXPENSES)	1,542.88	10,038.63	1,500.00		
TRANSPORTATION SPECIAL REVENUE FUND					
Transportation Special Revenue Fund Revenues	43.45	168.80	-	168.80	#DIV/0!
Transportation Special Revenue Fund Expenses	-	1,580.00	16,010.00	(14,430.00)	9.87%
TRANSPORTATION SR FUND NET REVENUES (EXPENSES)	43.45	(1,411.20)	(16,010.00)		
SMALL BUSINESS MICRO LOAN FUND					
Small Business Micro Loan Fund Revenues	577.82	1,972.63	600.00	1,372.63	328.77%
Small Business Micro Loan Fund Expenses	-	-	500.00	(500.00)	0.00%
SMALL MICRO LOAN FUND NET REVENUES (EXPENSES)	577.82	1,972.63	100.00		
FAÇADE RENOVATION GRANT FUND					
Façade Renovation Grant Fund Revenues	634.30	102,299.47	100,250.00	2,049.47	102.04%
Façade Renovation Grant Fund Expenses	-	1,498.50	500.00	998.50	299.70%
COMMUNITY DEVELOPMENT GRANT NET REVENUES (EXPENSES)	634.30	100,800.97	99,750.00		
NELSON CROSSING MAINTENANCE					
Nelson Crossing Maintenance Revenues	4.34	3,481.70	3,453.00	28.70	100.83%
Nelson Crossing Maintenance Expenses	1,120.42	1,572.62	3,432.00	(1,859.38)	45.82%
NELSON CROSSING MAINTENANCE NET REVENUES (EXPENSES)	(1,116.08)	1,909.08	21.00		
SPECIAL ASSESSMENTS					
Special Assessment Revenue	15,954.97	178,364.37	187,200.00	(8,835.63)	95.28%
Special Assessment Expense	168.52	642,017.83	642,300.00	(282.17)	99.96%
SPECIAL ASSESSMENTS NET REVENUES (EXPENSES)	15,786.45	(463,653.46)	(455,100.00)		

	DECEMBER	YTD 2022	BUDGET 2022	Over (Under) Budget VARIANCE	% OF BUDGET
EQUIPMENT REVOLVING FUND					
Equipment Revolving Revenue	4,876.20	201,886.59	185,200.00	16,686.59	109.01%
Equipment Revolving Expenses	-	73,895.40	385,000.00	(311,104.60)	19.19%
EQUIPMENT NET REVENUES (EXPENSES)	4,876.20	127,991.19	(199,800.00)		
FACILITY AND TECHNOLOGY FUND					
Facility and Technology Fund Revenues	173.78	75,855.62	75,200.00	655.62	100.87%
Facility and Technology Fund Expenditures	13,261.58	85,939.94	90,000.00	(4,060.06)	95.49%
FACILITY AND TECHNOLOGY NET REVENUES (EXPENSES)	(13,087.80)	(10,084.32)	(14,800.00)		
TAX INCREMENT DISTRICT 4					
Tax Increment District 4 Revenues	573.48	1,327,286.60	1,918,650.00	(591,363.40)	69.18%
Tax Increment District 4 Expenses	3,496.18	2,038,819.73	2,608,832.00	(570,012.27)	78.15%
TAX INCREMENTAL DISTRICT 4 NET REVENUES (EXPENSES)	(2,922.70)	(711,533.13)	(690,182.00)		
TAX INCREMENT DISTRICT 5					
Tax Increment District 5 Revenues	404.04	428,201.57	476,897.00	(48,695.43)	89.79%
Tax Increment District 5 Expenses	2,836.15	312,068.53	314,910.00	(2,841.47)	99.10%
TAX INCREMENTAL DISTRICT 5 NET REVENUES OVER EXPENSES	(2,432.11)	116,133.04	161,987.00		
TAX INCREMENT DISTRICT 6					
Tax Increment District 6 Revenues	6,108.43	1,226,463.86	1,138,153.00	88,310.86	107.76%
Tax Increment District 6 Expenses	21,539.59	1,102,432.52	1,465,337.00	(362,904.48)	75.23%
TAX INCREMENTAL DISTRICT 6 NET REVENUES (EXPENSES)	(15,431.16)	124,031.34	(327,184.00)		
TAX INCREMENT DISTRICT 7					
Tax Increment District 7 Revenues	1,520.59	668,552.77	737,000.00	(68,447.23)	90.71%
Tax Increment District 7 Expenses	3,513.39	276,077.76	410,440.00	(134,362.24)	67.26%
TAX INCREMENTAL DISTRICT 7 NET REVENUES (EXPENSES)	(1,992.80)	392,475.01	326,560.00		
TAX INCREMENT DISTRICT 8					
Tax Increment District 8 Revenues	2,519.83	261,615.42	363,787.00	(102,171.58)	71.91%
Tax Increment District 8 Expenses	4,783.11	554,695.70	1,991,218.00	(1,436,522.30)	27.86%
TAX INCREMENTAL DISTRICT 8 NET REVENUES (EXPENSES)	(2,263.28)	(293,080.28)	(1,627,431.00)		
PARK IMPROVEMENT					
Park Improvement Revenue	1,546.66	561,301.33	551,614.00	9,687.33	101.76%
Park Improvement Expenses	184.17	63,344.72	561,033.00	(497,688.28)	11.29%
PARK IMPROVEMENTS NET REVENUES (EXPENSES)	1,362.49	497,956.61	(9,419.00)		
CAPITAL PROJECTS					
Capital Projects Revenue	(1,501.11)	230,709.98	235,210.00	(4,500.02)	98.09%
Construction Projects	32,974.83	382,577.46	657,794.00	(275,216.54)	58.16%
Administration Capital Projects	32,923.59	280,076.86	202,835.00	77,241.86	138.08%
TOTAL CONSTRUCTION EXPENSES	65,898.42	662,654.32	860,629.00	(197,974.68)	77.00%
CAPITAL PROJECTS NET REVENUES (EXPENSES)	(67,399.53)	(431,944.34)	(625,419.00)		

	DECEMBER	YTD 2022	BUDGET 2022	Over (Under) Budget VARIANCE	% OF BUDGET
SEWER					
Sewer Revenues	221,388.52	3,202,848.10	2,934,909.00	267,939.10	109.13%
Sewer Capital	3,264.98	157,505.60	240,753.00	(83,247.40)	65.42%
Sewer Financing	20,286.00	250,020.91	250,784.00	(763.09)	99.70%
Sewer Treatment	223,589.65	2,480,770.40	2,381,600.00	99,170.40	104.16%
Sewer Collection	20,065.94	253,308.29	257,412.00	(4,103.71)	98.41%
Sewer Customer A/R	14,176.00	154,687.39	144,707.00	9,980.39	106.90%
Sewer Admin and General	14,046.91	185,064.85	184,507.00	557.85	100.30%
TOTAL SEWER EXPENSES	295,429.48	3,481,357.44	3,459,763.00	21,594.44	100.62%
SEWER NET REVENUES (EXPENSES)	(74,040.96)	(278,509.34)	(524,854.00)		
WATER UTILITY					
Water Utility Revenues	200,724.82	2,381,870.55	2,324,576.00	57,294.55	102.46%
Water Capital Projects	1,876.58	172,543.35	212,814.00	(40,270.65)	81.08%
Water Financing	59,135.50	751,395.91	753,841.00	(2,445.09)	99.68%
Water Source	1,272.68	13,330.01	16,500.00	(3,169.99)	80.79%
Pumping	25,941.24	241,922.51	271,987.00	(30,064.49)	88.95%
Water Treatment	51,554.61	403,300.76	475,030.00	(71,729.24)	84.90%
Water Distribution	12,282.95	618,750.52	655,726.00	(36,975.48)	94.36%
Customer A/R	7,947.59	69,337.07	61,307.00	8,030.07	113.10%
Admin and General	14,713.01	140,892.80	204,858.00	(63,965.20)	68.78%
TOTAL WATER EXPENSES	174,724.16	2,411,472.93	2,652,063.00	(240,590.07)	90.93%
WATER NET REVENUES (EXPENSES)	26,000.66	(29,602.38)	(327,487.00)		
STORMWATER UTILITY					
Stormwater Revenue	248,852.51	1,312,680.70	1,242,220.00	70,460.70	105.67%
Stormwater Capital Projects	2,046.99	501,351.82	637,083.00	(135,731.18)	78.69%
Storm Financing	39,000.00	523,950.56	537,964.00	(14,013.44)	97.40%
Storm Pond Maintenance	4,185.52	58,478.47	146,281.00	(87,802.53)	39.98%
Storm Collection	23,592.02	243,588.92	456,498.00	(212,909.08)	53.36%
Storm Customer A/R	5,842.02	66,542.98	56,685.00	9,857.98	117.39%
Storm Admin and General	21,133.46	234,630.21	230,924.00	3,706.21	101.60%
TOTAL STORM EXPENSES	95,800.01	1,628,542.96	2,065,435.00	(436,892.04)	78.85%
STORMWATER NET REVENUES (EXPENSES)	153,052.50	(315,862.26)	(823,215.00)		

Final tax settlement occurred in August. Refund issued to Nestle per WI Dept of Revenue Ruling and Form PC 201 Request for chargeback to local taxing entities filed by deadline with the State to recoup from other jurisdictions.

Continue to see interest and investment income impacted as result of market changes due to COVID-19. The unrealized losses that exist now will **not** be recognized if the assets are held until maturity. The Village invests in varying maturities to match cash flow needs. An unrealized loss exists when a longer term asset the Village owns price has declined in the market place due to varying interest rates. Each month end, Generally Accepted Accounting Principles require that we record an unrealized loss (or gain) to recognize market impacts. The year to date unrealized loss totals \$125,487 across all funds compared to \$142,355 month prior.

Landfill revenue for Sewer Utility is billed on a quarterly billing. The first through third quarter have been invoiced only to date as waiting for information to bill. Strength invoices for Nestle (Nov, Dec), Bel Brands (Nov, Dec) Oh Snap (Dec) have also not been issued as need information to complete billing not available yet.

Outagamie County managed construction projects have a credit balance due to accruing retainage and work completed but not billed on public construction contracts for the **2021** audit (these transactions were reversed in 2022 creating a negative expense amount so that when actual bill comes in and is paid, the expense that hits 2022 is for work that completed in 2022 only. We are still waiting on the Outagamie County to issue these invoices.

There are a few pending 2022 year-end budget adjustments that must be finalized yet.

Capital assets are shown as expense in utilities for monitoring until capitalized as part of year end audit preparation.

Little Chute Fire Department

**LCFD Incident Report
December 2022
Number of responses: 17
Last years: 15
YTD: 189**

12/01/2022	22:19 #22LC00173 Lift assist for Gold Cross@ 507 Johnson Ct Assist with person needing help to exiting house to stretcher Car 3632, Engine 3621
12/05/2022	11:08 #22LC00174 Alarm sounding @ Terreva - 1919 Holland Road Pull station alarm testing with fire inspector Car 3632, Engine 3621
12/05/2022	19:20 #22LC00175 Natural gas smell @ LC Health Services - 1201 Garfield Investigate, nothing found Car 3632, Engine 3621, Pickup 3631
12/06/2022	08:33 #22LC00176 2 vehicle accident @ HWY 41 NB & Freedom Cleanup and help victim to exit vehicle Car 3632, Engine 3621, Engine 3622
12/06/2022	19:15 #22LC00177 Lift assist requested @ LC Health Services - 1201 Garfield Cancelled per responding assistant chief Engine 3621, Pickup 3631
12/08/2022	03:59 #22LC00178 Alarm sounding @ Country Villa 1415 W Main Street Investigated, nothing found Car 3632, Engine 3621, Aerial 3641

12/14/2022	18:02 #22LC00179 Carbon monoxide detector @ 127 E Main Street Investigated, shut off faulty furnace/bad vent in garage, vented building Pickup 3631, Engine 3621, Squad 3671
12/18/2022	09:11 #22LC00180 Carbon monoxide detector @ 516 Taylor Street Owner dizzy in house, low levels of gas present, notify to contact heating company Car 3632, Engine 3621, Squad 3671
12/19/2022	16:59 #22LC00181 Accident @ Hwy 41 North Bound near Holland Road Clean up accident Car 3632, Engine 3621, Engine 3622
12/20/2022	16:05 #22LC00182 Trailer on fire @ 41 North Bound Off Ramp – Freedom Rd Tire/bearing went out causing tire and wood on trailer to burn, extinguished Car 3632, Engine 3621, Engine 3622, Aerial 3641, Pickup 3631
12/24/2022	06:05 #22LC00183 Sedan reported blocking road @ Highway 441 North Response cancelled, unneeded Car 3632, Engine 3621
12/24/2022	18:21 #22LC00184 Alarm sounding at apartments @ 830 E Elm Street Chief investigated – false alarm Car 3632, Engine 3621
12/26/2022	10:22 #22LC00185 Vehicle reported smoking @ Hwy 41 South Bound Investigate, car not found Car 3632, Engine 3621
12/28/2022	06:02 #22LC00186 Waterflow alarm @ 2210 Golden Gate Drive Investigate – Outside sprinkler head flowing, shut off system Car 3632, Engine 3621, Aerial 3641
12/29/2022	09:11 #22LC00187 Truck with smoke and flames @ Buchanan Street overpass of Hwy 41 Extinguish with water / foam – possible oil line break

Car 3632, Engine 3621, Engine 3622

12/30/2022

15:18 #22LC00188

Alarm sounding @ 1415 West Main – Country Villa

Investigate – nothing found

Car 3632, Engine 3621, Aerial 3641

12/31/2022

09:11 #22LC00189

Alarm sounding @ 1415 West Main – Country Villa

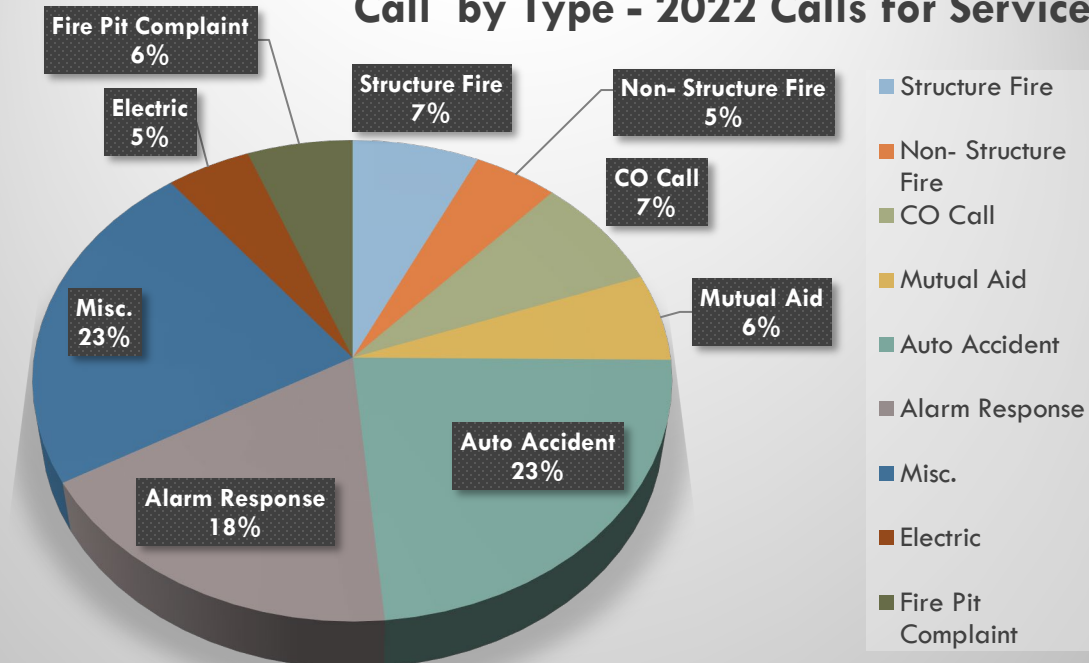
Investigate – nothing found

Car 3632, Engine 3621

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
2022 SUMMARY	12	8	13	10	40	31	39	8	10	188	181	152	202	165	172	155	132
January 2022 Calls	1	2	2	0	2	2	4	0	0	13							
February 2022 Calls	1	1	2	0	2	4	3	0	0	13							
March 2022 Calls	0	1	0	1	4	1	4	0	0	11							
April 2022 Calls	2	2	0	2	2	3	3	0	2	16							
May 2022 Calls	0	0	3	2	5	1	2	2	3	18							
June 2022 Calls	2	1	1	1	4	2	4	2	2	19							
July 2022 Calls	2	0	1	2	2	2	3	0	1	13							
August 2022 Calls	0	1	0	1	7	6	1	0	1	17							
September 2022 Calls	0	0	0	1	0	4	7	0	0	12							
October 2022 Calls	1	0	3	0	4	3	5	2	1	19							
November 2022 Calls	3	0	1	0	8	3	3	2	0	20							
December 2022 Calls	0	2	3	0	3	5	4	0	0	17							

Call by Type - 2022 Calls for Service





FOX VALLEY METRO POLICE DEPARTMENT

PERSONNEL

Erik Grenlie was hired in December and started with us on December 20th. He is filling the vacant patrol officer position. He is currently in the field training process with our FTO's (Field Training Officers).

Metro released a probationary officer from employment with the department on January 10th. He was in his 16th week of field training of what is normally a 12-week process.

ADMINISTRATION

ON JANUARY 10TH I ATTENDED A VIRTUAL MEETING WITH LEXIPOL. THE MEETING OUTLINED THE OVERALL PROCESS FOR OUR DEPARTMENT POLICY AND PROCEDURE CONVERSATION PROCESS. THIS PROCESS COULD TAKE SIX TO NINE MONTHS TO COMPLETE. OUR CURRENT POLICY MANUAL IS COMPRISED OF OVER 545 PAGES TO INCLUDE OVER 52 POLICIES, FIVE CHAPTERS OF GENERAL RULES AND REGULATIONS AND 20, STANDARD OPERATING PROCEDURES(SOP'S).

WITH THE NEW YEAR, WE ARE OPERATING UNDER A NEW LABOR AGREEMENT WITH THE SWORN OFFICER'S UNION. THE MOST SIGNIFICANT CHANGE IS THE WAGE INCREASES. THIS IS A THREE-YEAR CONTRACT.

K-9 PROGRAM

THE METRO POLICE K-9 FOUNDATION HAD A SUCCESSFUL YEAR IN 2022 – RAISING AROUND \$25,000 FOR THE DEPARTMENT'S K-9 PROGRAM.

ACTIVITY/ PERFORMANCE METRIC

2022 ACTIVITY

Metro finished 2022 with a total of 13,394 incidents (both villages) in which some type of investigation / report was done. This is an increase of 917 incidents or a 7.3% increase from 2021.

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



FOX VALLEY METRO POLICE DEPARTMENT

Year-to-Date CAD Call Detail

Year-To-Date CAD Received Calls

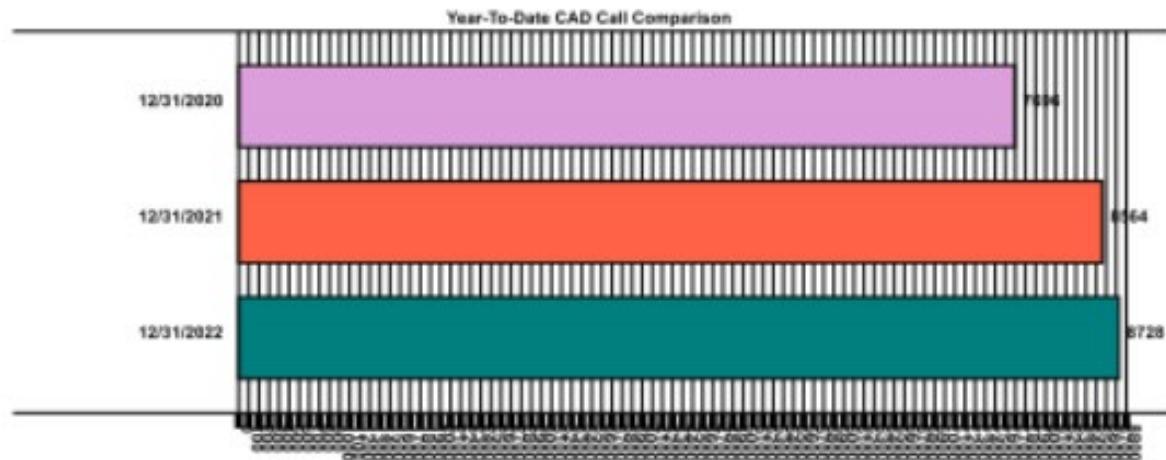
Call Nature	01/01/2022 to 12/31/2022:	01/01/2021 to 12/31/2021:	1 yr % change:	01/01/2020 to 12/31/2020:	2 yr % change:
911 Misdialed	634	889	-28.7%	758	-16.4%
Abandoned Vehicle	29	45	-35.6%	37	-21.6%
Abdominal A-Adam Response	6	5	20.0%	5	20.0%
Abdominal C-Charlie Response	8	2	300.0%	2	300.0%
Abdominal D-David Response	1	1	0.0%	0	N/A
Accident in a Parking Lot	55	49	12.2%	29	89.7%
Accident with Extrication	1	2	-50.0%	0	N/A
Accident with Injury	13	14	-7.1%	8	62.5%
Accident with Scene Safety	9	16	-43.8%	9	0.0%
Accident with Spill Cleanup	3	8	-62.5%	2	50.0%
Alcohol Violations	3	2	50.0%	6	-50.0%
Allergies A-Adam Response	1	1	0.0%	2	-50.0%
Allergies C-Charles Response	3	0	N/A	2	50.0%
Allergies D-David Response	2	1	100.0%	3	-33.3%
Animal Bite	20	32	-37.5%	19	5.3%
Animal Bites D-David Response	0	1	-100.0%	0	N/A
Animal Call	203	209	-2.9%	213	-4.7%
Assault D-David Response	1	0	N/A	0	N/A
Assist Citizen or Agency	533	507	5.1%	506	5.3%
Back Problem A-Adam Response	3	3	0.0%	2	50.0%
Back Problem C-Charles Response	1	1	0.0%	5	-80.0%
Battery	1	3	-66.7%	4	-75.0%
Bicycle Stop	3	6	-50.0%	3	0.0%
Bleeding A-Adam Response	2	1	100.0%	0	N/A
Bleeding B-Boy Response	9	4	125.0%	2	350.0%
Bleeding C-Charles Response	0	1	-100.0%	2	-100.0%
Bleeding D-David Response	9	7	28.6%	8	12.5%
Breathing Problem C-Charles	9	5	80.0%	8	12.5%
Breathing Problem D-David	48	54	-11.1%	48	0.0%
Breathing Problem E-Edward	2	1	100.0%	1	100.0%
Burglary	5	13	-61.5%	11	-54.5%

Burns A-Adam Response	0	0	N/A	1	-100.0%
Business Check	4	0	N/A	0	N/A
CO or Hazmat C-Charles	0	1	-100.0%	0	N/A
CO or Hazmat D-David	1	0	N/A	0	N/A
Carbon Monoxide Alarm	16	18	-11.1%	9	77.8%
Chest Complaint A-Adam	0	0	N/A	1	-100.0%
Chest Complaint C-Charles	7	7	0.0%	7	0.0%
Chest Complaint D-David	24	16	50.0%	18	33.3%
Choking A-Adam Response	0	0	N/A	2	-100.0%
Choking D-David Response	1	1	0.0%	1	0.0%
Choking E-Edward Response	0	3	-100.0%	0	N/A
Civil Matter Assist	13	16	-18.8%	19	-31.6%
Civil Process	93	92	1.1%	60	55.0%
Crime Prevention	490	409	19.8%	520	-5.8%
Damage to Property	67	71	-5.6%	72	-6.9%
Diabetic Issue A-Adam	3	2	50.0%	3	0.0%
Diabetic Issue C-Charles	10	6	66.7%	3	233.3%
Diabetic Issue D-David	4	5	-20.0%	3	33.3%
Disorderly Conduct	1	2	-50.0%	1	0.0%
Disturbance	147	191	-23.0%	160	-8.1%
Disturbance with a Weapon	4	3	33.3%	2	100.0%
Domestic Disturbance	48	37	29.7%	50	-4.0%
Domestic Disturbance w/Weapon	0	0	N/A	1	-100.0%
Drowning E-Edward Response	0	0	N/A	1	-100.0%
Drug Complaint	34	33	3.0%	43	-20.9%
Dumpster Fire	2	1	100.0%	1	100.0%
Emergency Committal	5	5	0.0%	4	25.0%
Exposure A-Adam Response	0	1	-100.0%	0	N/A
Eye Problem A-Adam	1	0	N/A	0	N/A
Fainting A-Adam	8	2	300.0%	6	33.3%
Fainting C-Charles	11	8	37.5%	7	57.1%
Falls A-Adam Response	17	26	-34.6%	24	-29.2%
Falls B-Boy Response	38	25	52.0%	15	153.3%
Falls D-David Response	15	7	114.3%	6	150.0%
Fingerprinting	0	0	N/A	1	-100.0%
Fire Alarm Commercial	34	34	0.0%	26	30.8%
Fire Alarm Residential	2	9	-77.8%	3	-33.3%
Fire Animal Rescue	0	1	-100.0%	0	N/A
Fire Dept Public Relations	1	4	-75.0%	1	0.0%
Fire Oversized/Commercial Veh	4	1	300.0%	1	300.0%
Fire Stuck Elevator Rescue	3	1	200.0%	0	N/A

Fire Unauthorized Burning	8	4	100.0%	12	-33.3%
Fire Vegetation or Grass	3	8	-62.5%	5	-40.0%
Fire Vehicle Small	9	2	350.0%	4	125.0%
Fireworks Complaint	16	17	-5.9%	30	-46.7%
Follow Up	258	271	-4.8%	226	14.2%
Fraud Complaint	57	73	-21.9%	77	-26.0%
Garbage or Rubbish Fire	1	1	0.0%	1	0.0%
Graffiti Complaint	5	10	-50.0%	5	0.0%
Harassment	75	91	-17.6%	77	-2.6%
Hazard in Roadway	173	167	3.6%	172	0.6%
Headache A-Adam Response	2	1	100.0%	0	N/A
Headache C-Charles Response	0	3	-100.0%	2	-100.0%
Heart Problem C-Charles	6	6	0.0%	3	100.0%
Heart Problem D-David	12	13	-7.7%	6	100.0%
Jail GPS Checks	111	384	-71.1%	216	-48.6%
Juvenile Complaint	79	85	-7.1%	75	5.3%
K9 Advisory Alarm	1	0	N/A	0	N/A
K9 Assist	2	0	N/A	3	-33.3%
Law Alarms - Burglary Panic	78	105	-25.7%	75	4.0%
Law Enforcement Medical	2	1	100.0%	2	0.0%
Lost or Found Valuables	100	86	16.3%	92	8.7%
Medical Assistance No Injury	43	31	38.7%	26	65.4%
Medical Pre-Alert	58	46	26.1%	34	70.6%
Medical Transport A-Adam	0	2	-100.0%	0	N/A
Medical Transport C-Charles	1	2	-50.0%	0	N/A
Missing Person	14	10	40.0%	5	180.0%
Motorist Assist	254	241	5.4%	236	7.6%
Natural Gas or Propane Leak	16	12	33.3%	7	128.6%
Noise Complaint	58	65	-10.8%	74	-21.6%
Ordinance Violation	132	105	25.7%	178	-25.8%
Overdose B-Boy	1	4	-75.0%	0	N/A
Overdose C-Charles	3	4	-25.0%	5	-40.0%
Overdose D-David	2	1	100.0%	0	N/A
PNB B-Boy Response	1	0	N/A	1	0.0%
PNB D-David Response	1	1	0.0%	1	0.0%
PNB E-Edward Response	17	15	13.3%	9	88.9%
Parking Enforcement	220	147	49.7%	88	150.0%
Parking Request	15	17	-11.8%	8	87.5%
Penetrating Trauma B-Boy	1	0	N/A	0	N/A
Pregnancy B-Boy	0	1	-100.0%	0	N/A
Pregnancy C-Charles	1	0	N/A	1	0.0%

Pregnancy D-David	1	0	N/A	2	-50.0%
Probation Violation	0	1	-100.0%	1	-100.0%
Reckless Driving Complaint	280	311	-10.0%	249	12.4%
Residence Lockout	5	8	-37.5%	9	-44.4%
Restraining Order Tracking	3	8	-62.5%	1	200.0%
Retail Theft	6	8	-25.0%	6	0.0%
Robbery	0	0	N/A	1	-100.0%
Runaway Juvenile	9	19	-52.6%	11	-18.2%
Scam	9	5	80.0%	10	-10.0%
School Safety	119	0	N/A	0	N/A
Seizure A-Adam Response	4	5	-20.0%	2	100.0%
Seizure B-Boy Response	1	1	0.0%	1	0.0%
Seizure C-Charles Response	6	8	-25.0%	4	50.0%
Seizure D-David Response	6	11	-45.5%	2	200.0%
Sex Offense	24	28	-14.3%	12	100.0%
Sick A-Adam	44	34	29.4%	31	41.9%
Sick B-Boy	2	0	N/A	0	N/A
Sick C-Charles	35	25	40.0%	35	0.0%
Sick D-David	10	10	0.0%	10	0.0%
Spill Cleanup	0	1	-100.0%	6	-100.0%
Stroke C-Charles	20	14	42.9%	16	25.0%
Structure Fire Smoke or Flame	10	15	-33.3%	16	-37.5%
Suicide A-Adam	3	3	0.0%	1	200.0%
Suicide B-Boy	5	2	150.0%	1	400.0%
Suicide D-David	0	1	-100.0%	1	-100.0%
Suspicious Incident	128	163	-21.5%	190	-32.6%
Suspicious Person	62	61	1.6%	61	1.6%
Suspicious Vehicle	99	104	-4.8%	103	-3.9%
Testing Only	14	13	7.7%	1	1,300.0%
Theft Complaint	110	104	5.8%	78	41.0%
Theft of Automobile Complaint	7	7	0.0%	8	-12.5%
Traffic Enforcement	91	109	-16.5%	76	19.7%
Traffic Stop	1,981	1,618	22.4%	1,338	48.1%
Transport	1	1	0.0%	2	-50.0%
Transport Accident A-Adam	0	1	-100.0%	1	-100.0%
Transport Accident B-Boy	7	2	250.0%	4	75.0%
Transport Accident D-David	2	3	-33.3%	3	-33.3%
Traumatic Injuries A-Adam	10	7	42.9%	6	66.7%
Traumatic Injuries B-Boy	2	2	0.0%	5	-60.0%
Traumatic Injuries D-David	1	2	-50.0%	2	-50.0%
Trespassing	21	29	-27.6%	23	-8.7%

Truancy	2	6	-66.7%	5	-60.0%
Unconscious D-David	33	24	37.5%	22	50.0%
Unconscious E-Edward	0	1	-100.0%	0	N/A
Unknown Odor Outdoors	2	1	100.0%	0	N/A
Unknown Odor in Structure	1	3	-66.7%	0	N/A
Unknown Problem B-Boy	0	3	-100.0%	1	-100.0%
Unknown Problem D-David	0	1	-100.0%	1	-100.0%
Unlocked or Standing Open Door	43	24	79.2%	65	-33.8%
Vacant House Check	18	9	100.0%	3	500.0%
Vehicle Accident	248	254	-2.4%	188	31.9%
Vehicle Lockout	90	85	5.9%	91	-1.1%
Vehicle Pursuit	0	4	-100.0%	4	-100.0%
Violation of Court Order	19	21	-9.5%	29	-34.5%
Wanted Person or Apprehension	22	27	-18.5%	37	-40.5%
Water Problem	2	1	100.0%	1	100.0%
Water Rescue	0	2	-100.0%	1	-100.0%
Weapon Violation	4	7	-42.9%	6	-33.3%
Welfare Check	537	385	39.5%	376	42.8%
Wire Down	8	9	-11.1%	14	-42.9%





Little Chute Public Library

Gerard H. Van Hoof Memorial

VILLAGE BOARD MONTHLY REPORT

Highlights

- New library hours for 2023
- Planning for Fox Cities Reads
- Continued social media posting
- Planning for continuing education for staff
- Hired a library substitute to help fill in for when staff is on vacation or sick
- New programing guide for Winter/Spring is available
- Library held well attended holiday events throughout December
- Library participated in sleigh ride event with Seth's Coffee and Village
- Cross library consortium planning for Summer Library Program Workshop
- IRS forms ordered for upcoming tax season
- Some outreach services paused for holidays
- Adding new programing for infants starting in 2023
- Adding off site adult programing in 2023
- Katherine participating in OWLS strategic planning committee
- Katherine and Michelle participating in damaged item committee
- Katherine's community outreach: Windmill Board Member, Miller at Windmill; LC Historical Society, Secretary; Winnefox Library System, President; Youth Services Liaison for Library System, Governing Council for Little Chute School District, Fox Cities Book Festival Board Member, Fox Cities Reads Board Member, Girls Rock, Wisconsin Library Association, Secretary

Top Priorities

- Compiling yearly statistics
- Evaluation of Programs
- Implementation of new library program

Upcoming Events

- Book Clubs
- To-go Crafts
- Storytimes
 - Baby ****New****
 - Toddler
 - Pre-K
- Craft Circle
- Comic Club
- Virtual Program via Facebook and Instagram
- Fox Cities Reads
- Cooks & Culture

- Friends of the Library Hot Chocolate Bar January 18th at 6pm
- Bricks & Brews @ Stone Arch
- Movie Showing



LC Programing Stats

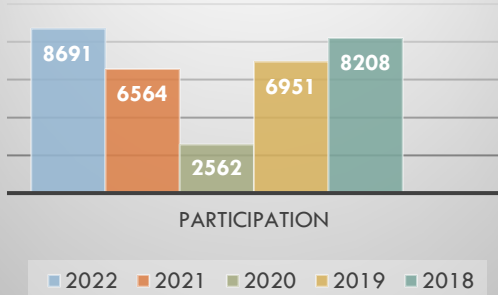
Date	Time	Local Event Name	Target Audience (Children (0-11); Teen (12-18); Adult, Family)	Format: In-person; Live, virtual; or Pre-recorded	Attendance for in person event	On- or off-site	Number of Viewers while live	Views of live event after end of live feed	Views of pre-recorded events	Self Directed/Passive Program
12/14/2022	10:00	Craft Circle	Adults	In person	3	On property				
12/13/2022	6:00	Pajama Storytime	Children (0-5)	In person	12	On property				
		Facebook Engagement	Adults	Pre-recorded						243
		Instagram Post Engagement	Young Adult	Pre-recorded						567
		Imaginary Play Promo Video	Adults	Pre-recorded						199
		Lounging Artist Tips	Young Adult	Pre-recorded					125	
		Cabbage Chronicles	Children (6-12)	Pre-recorded					185	
		Tik Tok Engagement	Young Adult	Pre-recorded					555	
12/20/2022	4:30	Gingerbread House Event	Children	In person	210	On property				
12/13/2022	6:00	Holiday Trivia	Adults	In person	35	off property				
12/6/2022	4:30	Ornament Making Event	Family	In person	150	On property				
12/9/2022	7:00	Nerf Wars	Family	In person	97	On property				
12/7/2022	10:00	Craft Circle	Adults	In person	8	On property				
12/7/2022	3:30	Comic Club	Children (6-12)	In person	21	On property				
ALL MONTH		Children's Craft area	Children (6-12)	In person						200
12/07/2022		Storytime: Mini Cloggers	Children (0-5)	In person	45	On property				
12/7/2022		Storytime: Little Windmills	Children (0-5)	In person	28	On property				
12/14/2022		Storytime: Mini Cloggers	Children (0-5)	In person	55	On property				
12/14/2022		Storytime: Little Windmills	Children (0-5)	In person	35	On property				
12/15/2022		Village Holiday Program: Snow Globes	Family	In person		On property				85
ALL MONTH		Imaginary Play: North Pole	Children	In person		On property				300

				Library Use Statistics									
	(APR 21)	MAY	(MAY 21)	AUG	(AUG21)	SEP	(SEP21)	OCT	(OCT21)	NOV	(NOV21)	DEC	(NOV21)
Physical Materials Circulation	3,209	9,768	2,072	10,258	7,744	8,558	7,893	8,018	7,893	8,218	7,172	6,792	6,137
Physical Renewals	1,213	3,838	1,120	2,719	2,053	2,481	1,859	2,555	1,859	2,539	2,309	2,469	2,141
Hoopla EBooks	97	148	104	159	160	137	136	123	136	163	144	125	148
Hoopla Audiobooks	163	227	194	288	229	281	226	312	226	300	196	262	189
Hoopla Binge Pass	NA	2	NA	2	NA	4	NA	1	NA	2	NA	1	NA
Hoopla Movies	18	12	10	0	14	2	21	15	21	29	15	23	23
Hoopla Comics	6	28	7	12	9	15	3	17	3	19	7	14	10
Hoopla Music	7	1	7	12	8	10	5	12	5	13	15	22	19
Hoopla TV	0	4	0	11	13	20	8	11	8	8	20	20	18
Overdrive E Book	601	681	600	680	614	632	679	594	679	614	636	627	623
Overdrive Audiobook	430	619	476	547	517	540	607	535	607	482	560	534	561
Overdrive Magazines	27	68	26	46	18	58	64	29	64	24	64	34	83
ILL Loaned	1,555	1,568	714	2,058	1,937	2,097	1,810	2,086	1,810	1,854	1,694	1,667	1,693
ILL Borrowed	2,173	4,298	2,014	3,345	1,878	3,265	2,319	3,094	2,319	3,481	2,104	3,220	2,151
Public Internet Use	0	348	24	533	287	314	398	316	398	200	374	207	198
Wireless Logins	750	1,029	662	1,154	798	1,073	847	1,131	847	1,081	810	914	892
Door Count	780	5,262	450	6,400	3,866	6,535	3,945	5,167	3,945	5,300	3,459	Not Available	4,057
Card Holders						4,805	4,943					4,884	5,048
Library Volunteer Hours		51		59		56		64		60		48	

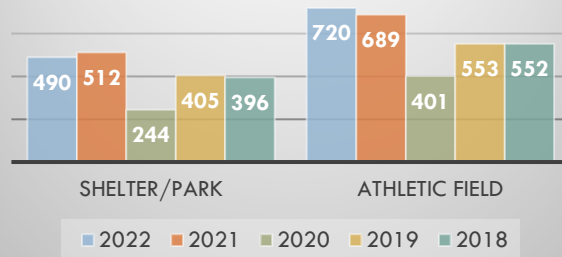
FORESTRY DEPARTMENT

2022 MEASURES AND COMPARISONS

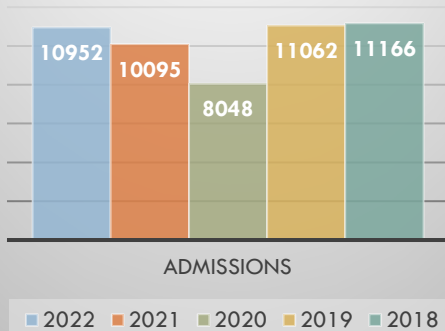
Program Participation



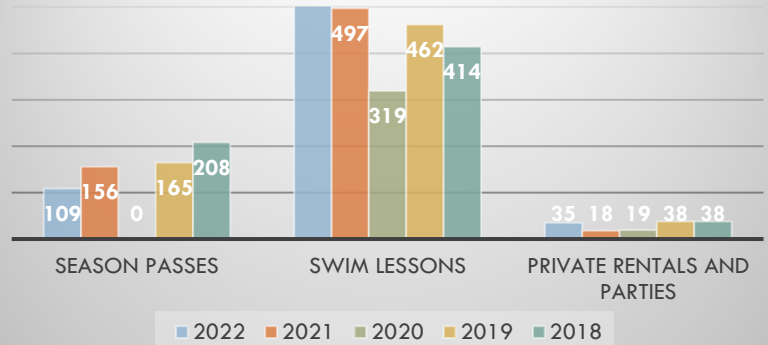
Shelter and Athletic Field Usage



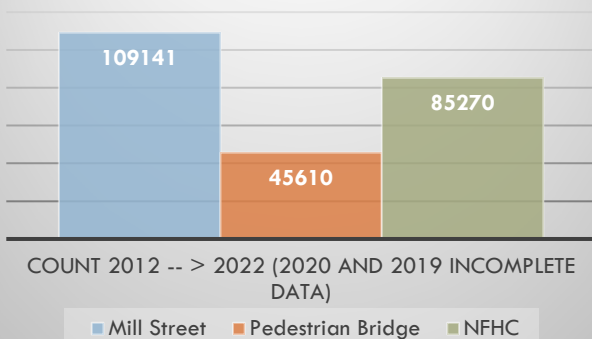
Doyle Pool Daily Attendance



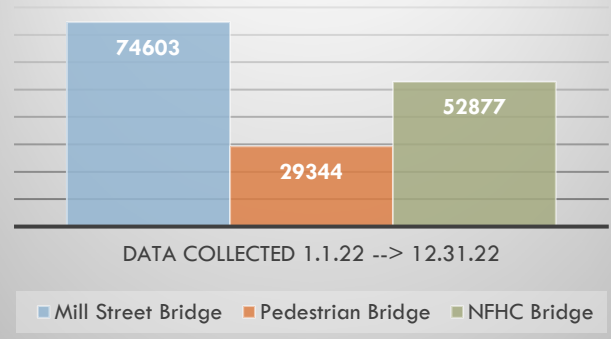
Doyle Pool Season Passes, Swim Lessons, and Parties



Lifespan Trail Use



2022 Yearly Trail Use



MEASURES AND COMPARISON NOTES

- In 2022, many of our programs and facilities saw pre-pandemic numbers.
- The department worked to combat general inflation, material shortages, wages, and shipping delays.
- Once again, the department stayed within our budget while still providing benefits to the village.
- Pool daily attendance numbers continued to work their way back to pre-pandemic numbers.
- In 2022, the Heritage Parkway Trail System and the Nelson Crossing saw increased bike and pedestrian traffic from a combination of local, state, and out of state users. Trails have been a very important aspect of our trail system in Little Chute for many years. It will be important for the village to continue to invest in these types of amenities that can be used by all ages and family types. On the other side of the coin, staff will start investing time in creating a long-range plan for preservation our urban woods in Heesakker Park.
- In 2022, the Kayak Launch was completed and closed out. A grand opening event was held to acknowledge staff, partnerships, and donors to this amenity.
- Staff will focus time and efforts in 2023 and subsequent years in the maintenance and upkeep of current amenities.

2022 LEAN INITIATIVES

- Continued to consolidated folders and files in the shared drive with our personal drives so we can better share documents within the department.
- Continued documentation of tree trimming in the field utilizing a tablet.
- Continued cross training labor staff in Parks & Forestry operations.
- Continued to update GIS Tree Inventory on tablet.
- Received aerial lift to aid in tree removals and other projects.
- Adjusted the Forestry Manual to recognize Tree Risk Evaluation Form.



DECEMBER 2022 HIGHLIGHTS

- Continued maintenance efforts at Doyle Pool.
- Updated inventory in Zone B for ash trees and worked to enter the data into Arch GIS.
- Began work on RFPs for our 2023 park and forestry projects.
- Chute-ing Stars Competitive Dance Team (5th thru 8th graders) competed at two competitions in December. At the Ashwaubenon Invite 12/3 they took 1st Kick, 2nd Pom, and 3rd Jazz. At the Little Chute Holiday Invite 12/10 they took 1st Kick, 1st Pom, 1st Jazz, and their pom routine won highest score of the day.
- Little Stars Dance Team (3rd thru 5th graders) competed at the Little Chute Holiday Invite 12/10 and took 3rd place for their pom routine.
- Tree City USA application was submitted online – spreadsheet detailing 2023 expenses, work plan, signed proclamation, arbor day event pictures, paid invoices, budget, etc.
- Held our Fall-Winter Youth Dance Program end of session Dance Revue on 12/11 at LCHS Auditorium.
- Held Senior Activities Program holiday party on 12/14 – meal & giftbag for all.
- Beginning work on planning for 2023 spring & summer programs.
- Held our Home Alone & Sitter Course on 12/28 at Van Lieshout Rec Center – all participants received completion certificate and student manual.



TOP PRIORITIES FOR JANUARY

- Install counter space at Van Lieshout Rec Center.
- Order new drum kit for Community Band
- Order Message Boards for park trail systems. Create lay out for DPRF & Community Development.
- Prepare RFPs for 2023 projects.
- Apply for Fox Cities Green Ways and Outagamie Greenways Funds grants.
- Donation and Grant preparation for Splash Pad in 2024.
- Applications for summer part-time jobs available starting 1/3 (application deadline 3/3) – promoting by social media, department e-newsletter, announcement at LCHS, and copies in lobby.
- Prep work for spring-winter youth dance classes (instructor & registration)
- Final prep for Jan/Feb session of Adult & Senior Yoga.
- Work on 2023 Spring & Summer Program Book offerings, fees, descriptions, and facility bookings; send information for book layout updates.
- Chute-ing Stars Competitive Dance Team (5th thru 8th graders) to compete at Freedom Dance Invite 1/7, Kaukauna Dance Invite 1/14, and at State JEM Competition 1/21.
- Continue updating GIS Tree Inventory
- Research and prepare for Capital Improvement Project submissions



Department of Public Works

Monthly Report – December 2022

Highlights

- Continued to permit and monitor TDS fiber service drops.
- Employees replaced batteries, maintained, and read laser meters in sanitary sewer system.
- Erosion control and storm water permits were monitored.
- Consultant work continued regarding the Geographical Information System.
- Salt barrels were maintained and filled throughout the Village.
- Closed the yard waste site the first week of December for the season.
- Jetted 8,479 feet of sanitary sewer main line.
- Leaf vacs were detailed and stored for the season.
- Pretreated with brine when conditions allowed. Full plow and salted five times and salted two times during the month.
- Installed additional railroad signage on Bohm Drive.
- Took delivery of materials for railroad spur work to be done in 2023.

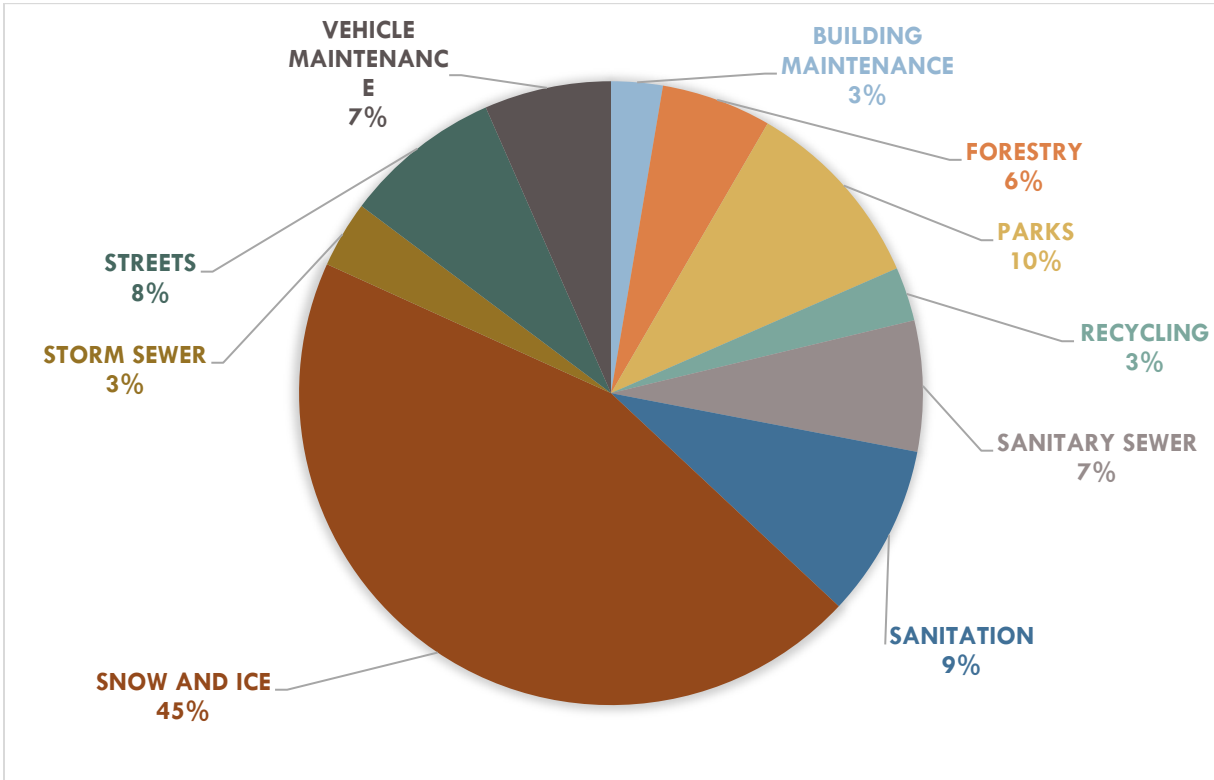
Top Priorities for January 2023

- Employees will continue to look for I&I in the sanitary collection system.
- Keep the Village roads safe due to ice and snow.
- Monitor erosion control and storm water permits throughout the winter.

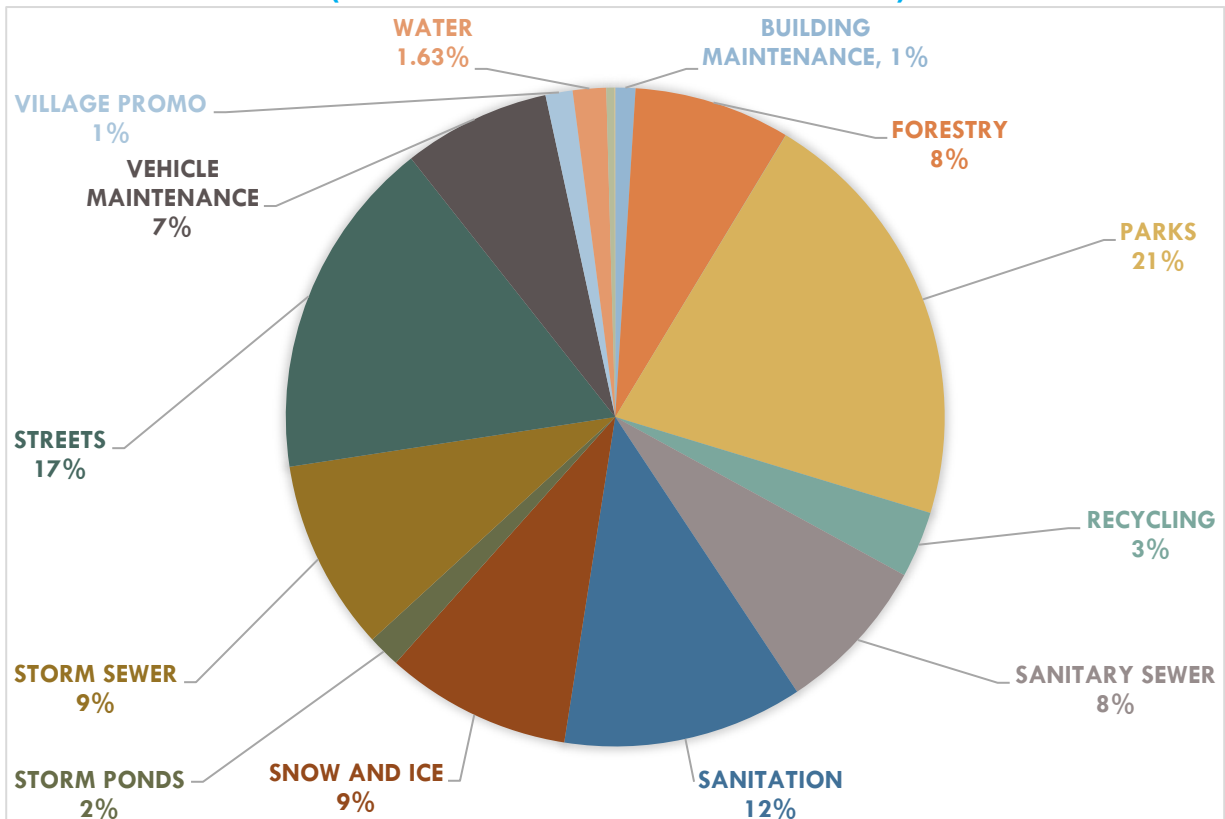
Year End Comparisons

	2021	2022
Tons of Refuse Collected	3,517.91	3,349.06
Times Village Streets Salted	18	16
Times Village Streets Plowed	16	13
Refuse/Recycling Polycarts Given to New Residents	61	28
Changed Size/Replaced Polycarts Due to Normal Wear	200	239
Number of Weed Concerns	52	59
Number of Snow Sidewalk Concerns	21	29
Street Sweeping Tonnage	193.19	169.03
Total Number of Waste Site Users	884	982
Number of New Businesses Who Requested Refuse Collection	5	11

December 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 – December 2022

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

Buchanan Street Concrete Paving & Utilities Project – Permitting continues for this project with final quantities and estimates underway. Meetings with property owners were also completed in December and replaces the need for an informational meeting for this project.

Randolph Drive Concrete Paving & Utilities Project – Work has begun to prepare final construction estimates and quantities associated with this project. The Project Manual is also in development for this contract.

Vandenbroek Pond Construction – The Final Report and grant reimbursement submittal has been approved and the Village has received a grant for construction from the Wisconsin Department of Natural Resources (WDNR) in the amount of \$117,800 for this project.

Top Priorities for January 2023

Buchanan Street Concrete Paving & Utilities Project – Engineering Staff have scheduled an Informational Meeting for this project on January 25th, with notices to be mailed by January 13th. The Project manual and Preliminary Engineer's Report are also scheduled work for the month of January. Utility permit submittals are intended to be sent to the WDNR in January for this project (water and sanitary).

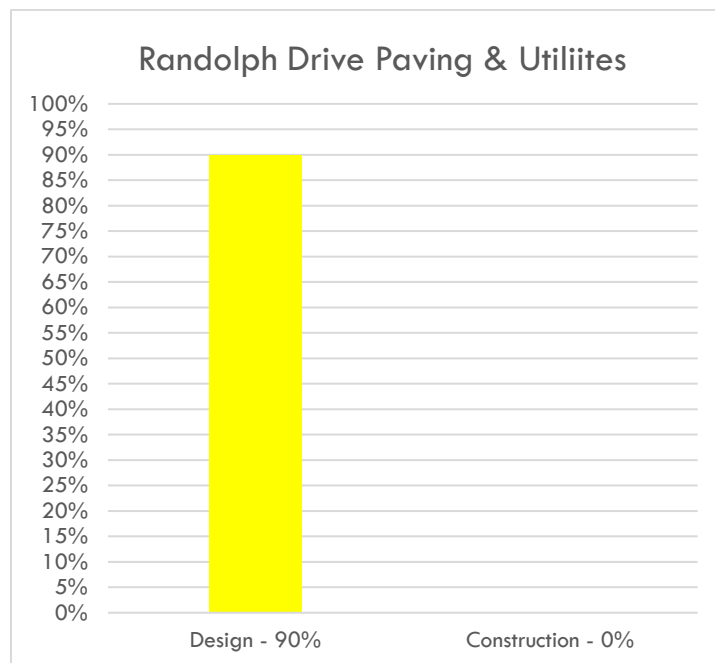
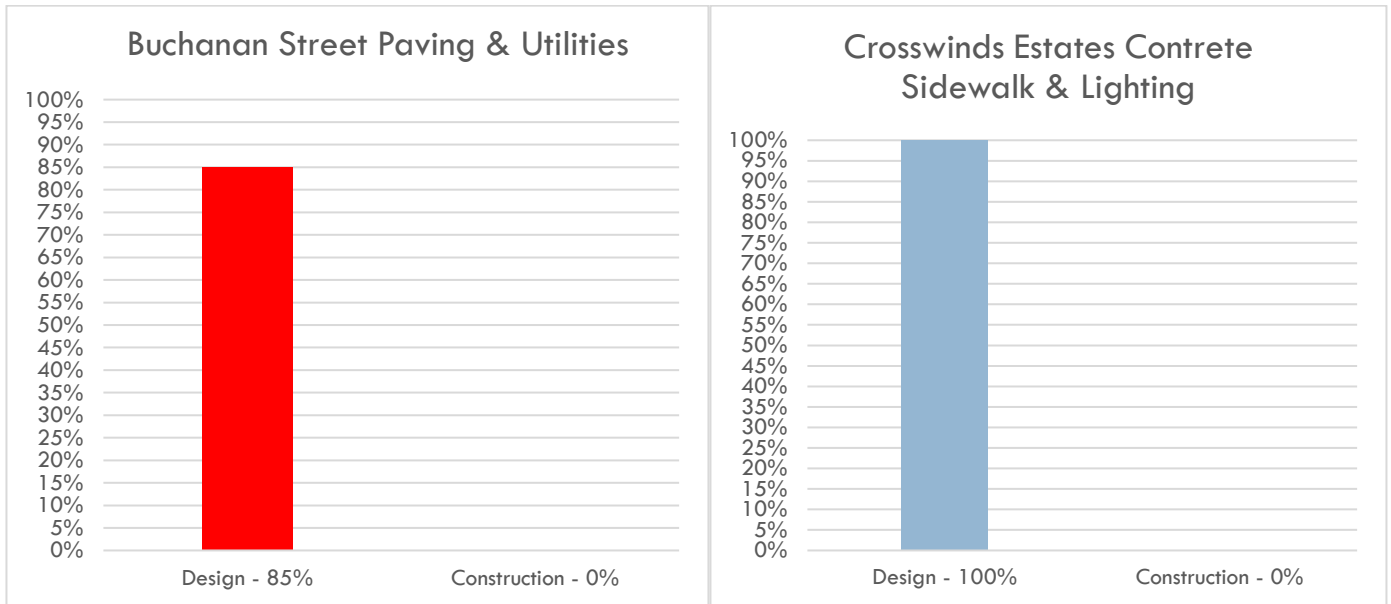
Randolph Drive Concrete Paving & Utilities Project – The Project manual and Preliminary Engineer's Report are scheduled work for the month of January. Utility submittals are intended to be sent to the WDNR in January for this project (water and sanitary).

Crosswinds Estates Sidewalk Installation – This project had some minor culvert and storm sewer work but previously came in extremely high when paired with the construction of the concrete sidewalk. The culvert extension was removed from this project with a local contractor providing a savings of approximately \$30,000 and will begin this work in January when the ground is frozen to prevent greater disturbance to landscaping. This will also reduce the assessment costs for the sidewalk to the property owners.

Project Closeout – The listed projects below are in the final phase of construction which includes measurement of installed facilities, final pay application review, punch list preparation with acceptance of work provided to the contractor after this work is completed. Engineering staff will also be creating record documents and providing quantities for facilities improvements and retirements to the Finance Department for their annual audit.

- CTH 00 Sanitary Sewer Lining (Lamers to Bohm)
- CTH 00 Water Main (Bohm to Joyce)

- Vandenbroek Pond Construction
- Main Street Turn Lanes
- Cherryvale Concrete
- Railroad Quiet Zone (crosswalk sidewalk restoration is still needed)



MINUTES OF THE REGULAR BOARD MEETING OF JANUARY 4, 2023

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

Roll call of Officers and Department Heads

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

Public Appearance for Items Not on the Agenda

None

Consent Agenda

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

1. Minutes of the Regular Board Meeting of December 21, 2022
2. Disbursement List
3. Adopt Resolution No. 01, Series 2023 a CSM for 1000 W Main Street
4. Adopt Resolution No. 02, Series 2023 Amending Resolution No. 1, Series 2001 Regarding Polling Sites for Elections Held in the Village of Little Chute

Moved by Trustee L. Van Lankvelt seconded by Trustee Elrick to approve the Consent Agenda as presented.

Ayes 7, Nays 0 – Motion Carried

Presentation – Retirement of Fire Chief Jansen

Department and Officer Reports

Department Heads and Officers provided progress reports to the Board.

Call for Unfinished Business

None

Items for Future Agenda

None

Adjournment

Moved by Trustee Van Deurzen, seconded by Trustee L. Van Lankveldt to Adjourn the Regular Board Meeting at 6:16 p.m.

Ayes 7, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE

By: _____
Michael R. Vanden Berg, Village President

Attest: _____
Laurie Decker, Village Clerk

Disbursement List - January 18, 2023

Payroll & Payroll Liabilities - January 5, 2023	\$259,155.26
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Prepaid Invoices - January 6, 2023	\$4,697,711.21
Prepaid Invoices - January 9, 2023	\$8,684.95
Prepaid Invoices - January 13, 2023	\$67,079.15

Utility Commission- January 17, 2023	\$295,670.54
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CURRENT ITEMS

Bills List - January 18, 2023	\$171,992.38
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Total Payroll, Prepaid & Invoices	\$5,500,293.49
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The above payments are recommended for approval:

Rejected: _____

Approved January 18, 2023

Michael R Vanden Berg, Village President

Laurie Decker, Clerk

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
2023 UTILITY REFUNDS (5398)							
170263005	Invoi	OVERPAYMENT-UTILITY ACCT# 1-702630-05	29.16	Open	Non	01/23	001-15000
Total 2023 UTILITY REFUNDS (5398):			29.16				
AIRGAS USA LLC (379)							
9993468179	Invoi	CYLINDER LEASE RENEWAL 01/01/23 - 12/31/23	189.79	Open	Non	01/23	101-53330-218
Total AIRGAS USA LLC (379):			189.79				
AMPLITEL TECHNOLOGIES (4637)							
20564	Invoi	AXON SSL CERT RENEWAL	142.99	Open	Non	01/23	207-52120-204
Total AMPLITEL TECHNOLOGIES (4637):			142.99				
APPLETON AREA SCHOOL DISTRICT (868)							
2022-TAXES	Invoi	JANUARY 2022 TAX SETTLEMENT	71,320.15	Open	Non	01/23	803-23150
Total APPLETON AREA SCHOOL DISTRICT (868):			71,320.15				
APPLETON TROPHY & ENGRAVING (1490)							
37679	Invoi	METAL NAMETAGS	24.00	Open	Non	12/22	207-52120-212
Total APPLETON TROPHY & ENGRAVING (1490):			24.00				
ARING EQUIPMENT CO INC (577)							
787981	Invoi	SENSOR #25	1,336.39	Open	Non	12/22	101-53330-225
Total ARING EQUIPMENT CO INC (577):			1,336.39				
ASCENSION HEALTH SYSTEM (5250)							
123122	Invoi	ADULT & SENIOR YOGA INSTRUCTOR NOV/DEC 2	800.00	Open	Non	12/22	208-52900-204
Total ASCENSION HEALTH SYSTEM (5250):			800.00				
BAKERS OUTLET (2537)							
122622	Invoi	SLICED BEEF & GRAVY	99.82	Open	Non	12/22	101-52200-211
Total BAKERS OUTLET (2537):			99.82				
BATTERIES PLUS LLC (652)							
P58473417	Invoi	SANITARY SEWER METER BATTERIES	99.30	Open	Non	12/22	610-53612-251
Total BATTERIES PLUS LLC (652):			99.30				
BERGSTROM FORD OF FOX VALLEY (3484)							
412245	Invoi	PTU REPLACEMENT-SQUAD #182	2,858.76	Open	Non	12/22	207-52120-247
658919	Invoi	BATTERY REPLACEMENT SQUAD #181	194.69	Open	Non	12/22	207-52120-247
Total BERGSTROM FORD OF FOX VALLEY (3484):			3,053.45				
BOND TRUST SERVICES CORP (4071)							
76783	Invoi	PAYING AGENT FEE-REF 76783 PA	314.00	Open	Non	01/23	101-51420-204
76783	Invoi	PAYING AGENT FEE-REF 76783 PA	15.00	Open	Non	01/23	416-57600-204
76783	Invoi	PAYING AGENT FEE-REF 76783 PA	70.00	Open	Non	01/23	418-57800-204
76783	Invoi	PAYING AGENT FEE-REF 76783 PA	1.00	Open	Non	01/23	620-53924-204

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Total BOND TRUST SERVICES CORP (4071):			400.00				
CELLCOM (4683)							
270198	Invoi	FVMPD CELL SERVICE - DECEMBER	1,263.02	Open	Non	12/22	207-52120-203
Total CELLCOM (4683):			1,263.02				
CIVICPLUS (3082)							
247655	Invoi	ANNUAL SUPPORT & WEB HOSTING FEE	13,544.81	Open	Non	01/23	101-51440-204
Total CIVICPLUS (3082):			13,544.81				
DOCUMENT SALES AND DISTRIBUTION (4706)							
23-000082	Invoi	BUILDING PERMIT SEALS	335.86	Open	Non	01/23	101-52050-206
Total DOCUMENT SALES AND DISTRIBUTION (4706):			335.86				
EAGLE GRAPHICS LLC (1861)							
244079	Invoi	CLERK UNIFORM EMBROIDERY WORK	75.00	Open	Non	12/22	207-52120-212
Total EAGLE GRAPHICS LLC (1861):			75.00				
EAST CENTRAL RPC (4993)							
010123	Invoi	SANITARY PERMIT REVIEW-'23 UTILITY & ST REC	75.00	Open	Non	01/23	610-51222-204
010223	Invoi	SANITARY PERMIT REVIEW-'23 UTILITY & ST REC	75.00	Open	Non	01/23	416-51217-204
Total EAST CENTRAL RPC (4993):			150.00				
FOX CITIES CHAMBER OF COMMERCE (191)							
63355	Invoi	CONNECT LEVEL MEMBERSHIP	210.00	Open	Non	01/23	101-51400-208
Total FOX CITIES CHAMBER OF COMMERCE (191):			210.00				
FOX VALLEY HUMANE ASSOCIATION (971)							
5473	Invoi	NOVEMBER HANDLE FEES	160.00	Open	Non	12/22	207-52120-204
Total FOX VALLEY HUMANE ASSOCIATION (971):			160.00				
FOX VALLEY TECHNICAL COLLEGE (1775)							
2022-TAXES	Invoi	JANUARY 2022 TAX ROLL SETTLEMENT	351,496.21	Open	Non	01/23	803-23150
Total FOX VALLEY TECHNICAL COLLEGE (1775):			351,496.21				
GANNETT WISCONSIN MEDIA (3451)							
PC0046461-2023	Invoi	2023 SUBSCRIPTION	244.76	Open	Non	01/23	101-51400-207
Total GANNETT WISCONSIN MEDIA (3451):			244.76				
HOME DEPOT CREDIT SERVICES (1545)							
4014954	Invoi	DRILL BITS	113.25	Open	Non	12/22	206-55110-242
6522733	Invoi	CORDLESS CHAINSAW	433.33	Open	Non	12/22	206-55110-221
7010603	Invoi	BATTERY PACK/WET/DRY VAC/HACKZALL	757.97	Open	Non	12/22	206-55110-221
8901591	Invoi	IMPACT WRENCH	165.67	Open	Non	12/22	206-55110-221
Total HOME DEPOT CREDIT SERVICES (1545):			1,470.22				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
INTOXIMETERS (2377)							
723147	Invoi	PBT EQUIPMENT	395.00	Open	Non	12/22	207-52120-218
Total INTOXIMETERS (2377):			395.00				
KAUKAUNA AREA SCHOOL DISTRICT (235)							
2022-TAXES	Invoi	JANUARY 2022 TAX SETTLEMENT	692,923.80	Open	Non	01/23	803-23150
Total KAUKAUNA AREA SCHOOL DISTRICT (235):			692,923.80				
KERBERROSE SC (2740)							
295289	Invoi	PROGRESS BILLING FOR AUDIT OF FINANCIAL S	757.00	Open	Non	12/22	101-51420-204
295289	Invoi	PROGRESS BILLING FOR AUDIT OF FINANCIAL S	95.00	Open	Non	12/22	414-57400-262
295289	Invoi	PROGRESS BILLING FOR AUDIT OF FINANCIAL S	26.00	Open	Non	12/22	415-57500-262
295289	Invoi	PROGRESS BILLING FOR AUDIT OF FINANCIAL S	188.00	Open	Non	12/22	416-57600-262
295289	Invoi	PROGRESS BILLING FOR AUDIT OF FINANCIAL S	36.00	Open	Non	12/22	417-57700-262
295289	Invoi	PROGRESS BILLING FOR AUDIT OF FINANCIAL S	82.00	Open	Non	12/22	418-57800-262
295289	Invoi	PROGRESS BILLING FOR AUDIT OF FINANCIAL S	33.00	Open	Non	12/22	206-55110-262
295289	Invoi	PROGRESS BILLING FOR AUDIT OF FINANCIAL S	123.00	Open	Non	12/22	207-52120-262
295289	Invoi	PROGRESS BILLING FOR AUDIT OF FINANCIAL S	872.00	Open	Non	12/22	610-53614-262
295289	Invoi	PROGRESS BILLING FOR AUDIT OF FINANCIAL S	805.00	Open	Non	12/22	620-53924-262
295289	Invoi	PROGRESS BILLING FOR AUDIT OF FINANCIAL S	1,483.00	Open	Non	12/22	630-53444-262
Total KERBERROSE SC (2740):			4,500.00				
KERRY'S VROOM SERVICE INC (2013)							
9952	Invoi	OIL & FILTER CHANGE - UNIT#94	48.21	Open	Non	12/22	207-52120-247
9958	Invoi	REMOVE & INSTALL NEW BATTERY - SQUAD 84	446.25	Open	Non	12/22	207-52120-247
9963	Invoi	OIL CHANGE AND INSTALL CONVERTER - SQUAD	691.93	Open	Non	12/22	207-52120-247
Total KERRY'S VROOM SERVICE INC (2013):			1,186.39				
KLINK HYDRAULICS LLC (5005)							
26882	Invoi	PLOW HOSES #25	217.86	Open	Non	12/22	101-53330-225
Total KLINK HYDRAULICS LLC (5005):			217.86				
LEADS ONLINE (1729)							
402551	Invoi	TOTAL/TRACK SERVICE PACKAGE RENEWAL	2,734.00	Open	Non	01/23	207-52120-204
Total LEADS ONLINE (1729):			2,734.00				
LEAGUE OF WI MUNICIPALITIES (653)							
10281-23	Invoi	2023 STANDARD DUES	4,192.98	Open	Non	01/23	101-51110-208
Total LEAGUE OF WI MUNICIPALITIES (653):			4,192.98				
LITTLE CHUTE AREA SCHOOL DIST (265)							
2022-TAXES	Invoi	JANUARY 2022 TAX ROLL SETTLEMENT	2,089,398.84	Open	Non	01/23	803-23150
4TH QTR 2022	Invoi	4TH QTR MOBILE HOME FEES	4,061.95	Open	Non	12/22	101-31140
Total LITTLE CHUTE AREA SCHOOL DIST (265):			2,093,460.79				
MCCLONE (4766)							
8124	Invoi	YEAR 2 OF 3 GROUP ACCIDENT POLICY	2,560.00	Open	Non	01/23	101-52200-220

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Total MCCLONE (4766):			2,560.00				
MICHELS ROAD & STONE INC (4868)							
14223748	Invoi	REMOVE,RESTORE, & SEAL SIDEWALK PANELS	1,766.60	Open	Non	12/22	101-53300-216
Total MICHELS ROAD & STONE INC (4868):			1,766.60				
MIDWEST TAPE (1847)							
503176492	Invoi	DIGITAL BOOKS	976.23	Open	Non	12/22	206-55110-208
Total MIDWEST TAPE (1847):			976.23				
NORTHEAST WI STORMWATER CONSORTIUM (4547)							
2023NEWSC41	Invoi	NEWSC MEMBERSHIP-2023	1,875.00	Open	Non	01/23	630-53444-225
Total NORTHEAST WI STORMWATER CONSORTIUM (4547):			1,875.00				
OUTAGAMIE COUNTY TREASURER (486)							
2022-TAXES	Invoi	JANUARY 2022 TAX ROLL SETTLEMENT	1,390,961.91	Open	Non	01/23	803-23150
2022-TAXES	Invoi	VANDENBROEK DRAINAGE	3,067.18	Open	Non	01/23	803-23150
Total OUTAGAMIE COUNTY TREASURER (486):			1,394,029.09				
PERSONNEL EVALUATION INC (981)							
46377	Invoi	NEW HIRE TESTING MATERIALS	261.65	Open	Non	12/22	207-52120-225
Total PERSONNEL EVALUATION INC (981):			261.65				
PRIMADATA LLC (4671)							
JANUARY 2023	Invoi	JANUARY POSTCARD POSTAGE	350.00	Open	Non	01/23	201-53620-226
JANUARY 2023	Invoi	JANUARY POSTCARD POSTAGE	350.00	Open	Non	01/23	610-53613-226
JANUARY 2023	Invoi	JANUARY POSTCARD POSTAGE	350.00	Open	Non	01/23	620-53904-226
JANUARY 2023	Invoi	JANUARY POSTCARD POSTAGE	350.00	Open	Non	01/23	630-53443-226
Total PRIMADATA LLC (4671):			1,400.00				
TANYA R CPR LLC (4924)							
429	Invoi	HOME ALONE BABYSITTING CPR COURSE	1,320.00	Open	Non	12/22	208-52900-204
Total TANYA R CPR LLC (4924):			1,320.00				
TIME WARNER CABLE (89)							
12/22 83897	Invoi	DECEMBER/JANUARY SERVICES	61.60	Open	Non	12/22	101-52200-203
12/22 96253	Invoi	DECEMBER/JANUARY SERVICES	143.96	Open	Non	12/22	207-52120-203
Total TIME WARNER CABLE (89):			205.56				
TITAN PUBLIC SAFETY SOLUTIONS, LLC (3107)							
5530	Invoi	2023 TIPPS ANNUAL SUPPORT FEE	5,660.00	Open	Non	01/23	101-51680-204
Total TITAN PUBLIC SAFETY SOLUTIONS, LLC (3107):			5,660.00				
T-MOBILE (5286)							
975459487	12/22 Invoi	INTERNET HOT SPOTS	88.20	Open	Non	12/22	206-55110-209

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Total T-MOBILE (5286):			88.20				
UNIFORM SHOPPE (434)							
321904	Invoi	OFFICER UNIFORMS	430.30	Open	Non	12/22	207-52120-212
321905	Invoi	OFFICER UNIFORMS	348.80	Open	Non	12/22	207-52120-212
321939	Invoi	OFFICER UNIFORMS	143.95	Open	Non	12/22	207-52120-212
322393	Invoi	OFFICER UNIFORMS	143.90	Open	Non	12/22	207-52120-212
323162	Invoi	OFFICER UNIFORMS	543.60	Open	Non	12/22	207-52120-212
323199	Invoi	OFFICER UNIFORMS	133.90	Open	Non	12/22	207-52120-212
324250	Invoi	OFFICER UNIFORMS	147.95	Open	Non	12/22	207-52120-212
324864	Invoi	OFFICER UNIFORMS	417.75	Open	Non	12/22	207-52120-212
325067	Invoi	OFFICER UNIFORMS	318.70	Open	Non	12/22	207-52120-212
326155	Invoi	OFFICER UNIFORMS	335.70	Open	Non	12/22	207-52120-212
326203	Invoi	OFFICER UNIFORMS	187.85	Open	Non	12/22	207-52120-212
326582	Invoi	OFFICER UNIFORMS	150.90	Open	Non	12/22	207-52120-212
326852	Invoi	OFFICER UNIFORMS	316.95	Open	Non	12/22	207-52120-212
326941	Invoi	OFFICER UNIFORMS	76.95	Open	Non	12/22	207-52120-212
327032	Invoi	OFFICER UNIFORMS	474.95	Open	Non	12/22	207-52120-212
327071	Invoi	OFFICER UNIFORMS	53.95	Open	Non	12/22	207-52120-212
327203	Invoi	OFFICER UNIFORMS	149.90	Open	Non	12/22	207-52120-212
327376	Invoi	OFFICER UNIFORMS	174.85	Open	Non	12/22	207-52120-212
327479	Invoi	BALLISTIC VESTS	7,599.95	Open	Non	12/22	207-52120-213
327851	Invoi	OFFICER BADGE	96.95	Open	Non	12/22	207-52120-212
328853	Invoi	UNIFORM	663.90	Open	Non	12/22	101-52200-218
329064	Invoi	OFFICER UNIFORMS	173.90	Open	Non	12/22	207-52120-212
329083	Invoi	UNIFORM	58.95	Open	Non	12/22	101-52200-212
329317	Invoi	OFFICER UNIFORMS	439.80	Open	Non	12/22	207-52120-212
Total UNIFORM SHOPPE (434):			13,584.30				
VFIS (2923)							
31009002	Invoi	2023 ADMINISTRATIVE FEE-LOSA	23,837.35	Open	Non	01/23	101-52200-104
Total VFIS (2923):			23,837.35				
VILLAGE OF COMBINED LOCKS (3145)							
JAN 2023	Invoi	PROPERTY STORAGE AREA MONTHLY LEASE-JA	494.16	Open	Non	01/23	207-52120-204
Total VILLAGE OF COMBINED LOCKS (3145):			494.16				
VILLAGE OF KIMBERLY (998)							
L2022-12-031-002	Invoi	CONTRACTED LEASE FOR COPIER WITH KIMBER	1,592.82	Open	Non	12/22	206-55110-209
Total VILLAGE OF KIMBERLY (998):			1,592.82				
VON BRIESEN & ROPER S.C. (4686)							
413032	Invoi	GENERAL LABOR	630.00	Open	Atto	12/22	101-51110-262
413059	Invoi	GENERAL LABOR	94.50	Open	Atto	12/22	101-51110-262
Total VON BRIESEN & ROPER S.C. (4686):			724.50				
WARRANT PAYMENTS (4565)							
M22013327	Invoi	WARRANT-BEDOLLA	200.00	Open	Non	12/22	207-21495
Total WARRANT PAYMENTS (4565):			200.00				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
WORKHORSE SOFTWARE SERVICES (3592)							
5110	Invoi	2023 SUPPORT FOR SPECIAL ASSESSMENTS	700.00	Open	Non	01/23	452-57331-204
Total WORKHORSE SOFTWARE SERVICES (3592):			700.00				
WSFCA (2744)							
010123	Invoi	2023 MEMBERSHIP DUES	380.00	Open	Non	01/23	101-52200-208
Total WSFCA (2744):			380.00				
Grand Totals:			4,697,711.21				

Report GL Period Summary

Vendor number hash:	162437
Vendor number hash - split:	216549
Total number of invoices:	81
Total number of transactions:	98

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	4,697,711.21	4,697,711.21
Grand Totals:	4,697,711.21	4,697,711.21

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
2022 TAX REFUNDS (5395)							
260051500	Invoi	2022 TAX REFUND	1,897.94	Open	Non	01/23	803-21215
260270200	Invoi	2022 TAX REFUND	86.78	Open	Non	01/23	803-21215
260330900	Invoi	2022 TAX REFUND	226.51	Open	Non	01/23	803-21215
260441126	Invoi	2022 TAX REFUND	5,391.08	Open	Non	01/23	803-21215
Total 2022 TAX REFUNDS (5395):			7,602.31				
OUTAGAMIE COUNTY TREASURER (486)							
010923	Invoi	JANUARY 2022 TAX ROLL SPECIALS SETTLEMEN	1,082.64	Open	Non	01/23	803-23150
Total OUTAGAMIE COUNTY TREASURER (486):			1,082.64				
Grand Totals:			8,684.95				

Report GL Period Summary

Vendor number hash:	22066
Vendor number hash - split:	22066
Total number of invoices:	5
Total number of transactions:	5

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	8,684.95	8,684.95
Grand Totals:	8,684.95	8,684.95

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
2022 TAX REFUNDS (5395)							
260127701	Invoi	2022 TAX REFUND	4,325.31	Open	Non	01/23	803-21215
260189400	Invoi	2022 TAX REFUND	69.69	Open	Non	01/23	803-21215
260256600	Invoi	2022 TAX REFUND	3,326.58	Open	Non	01/23	803-21215
260266400	Invoi	2022 TAX REFUND	238.30	Open	Non	01/23	803-21215
260451953	Invoi	2022 TAX REFUND	5,057.89	Open	Non	01/23	803-21215
Total 2022 TAX REFUNDS (5395):			13,017.77				
2022 VAN LIESHOUT REFUNDS (5317)							
123122	Invoi	SECURITY DEPOSIT REFUND	100.00	Open	Non	12/22	208-21235
Total 2022 VAN LIESHOUT REFUNDS (5317):			100.00				
BAKER & TAYLOR (5194)							
2036955745	Invoi	BOOKS	61.67	Open	Non	12/22	206-55110-206
2036955746	Invoi	BOOKS	305.06	Open	Non	12/22	206-55110-206
2036955747	Invoi	BOOKS	9.22	Open	Non	12/22	206-55110-206
2036972379	Invoi	BOOKS	75.82	Open	Non	12/22	206-55110-206
2036972380	Invoi	BOOKS	16.43	Open	Non	12/22	206-55110-206
2036972381	Invoi	BOOKS	172.59	Open	Non	12/22	206-55110-206
2036972382	Invoi	BOOKS	15.87	Open	Non	12/22	206-55110-206
2036972383	Invoi	BOOKS	18.43	Open	Non	12/22	206-55110-206
2036972384	Invoi	BOOKS	7.34	Open	Non	12/22	206-55110-206
2036972385	Invoi	BOOKS	65.15	Open	Non	12/22	206-55110-206
Total BAKER & TAYLOR (5194):			747.58				
CARR, JIM (5315)							
121422	Invoi	REIMBURSE FOR ANNUAL CHRISTMAS PIZZA LU	163.63	Open	Non	12/22	101-55480-211
Total CARR, JIM (5315):			163.63				
CINTAS (4918)							
4142023652	Invoi	TOWELS AND UNIFORMS	11.32	Open	Non	12/22	101-53330-213
4142023652	Invoi	MATS	28.79	Open	Non	12/22	101-53330-218
Total CINTAS (4918):			40.11				
EHLERS INVESTMENT PARTNERS LLC (1425)							
DECEMBER 2022	Invoi	DECEMBER INVESTMENT MANAGEMENT	224.69	Open	Non	12/22	610-53614-229
DECEMBER 2022	Invoi	DECEMBER INVESTMENT MANAGEMENT	112.35	Open	Non	12/22	620-53924-229
DECEMBER 2022	Invoi	DECEMBER INVESTMENT MANAGEMENT	404.44	Open	Non	12/22	630-53444-229
DECEMBER 2022	Invoi	DECEMBER INVESTMENT MANAGEMENT	168.52	Open	Non	12/22	300-57331-229
DECEMBER 2022	Invoi	DECEMBER INVESTMENT MANAGEMENT	213.43	Open	Non	12/22	101-51780-229
Total EHLERS INVESTMENT PARTNERS LLC (1425):			1,123.43				
GARROW OIL (4236)							
DECEMBER 2022	Invoi	OFF ROAD DIESEL	2.00	Open	Non	12/22	201-53620-247
DECEMBER 2022	Invoi	OFF ROAD DIESEL	99.26	Open	Non	12/22	101-55200-247
DECEMBER 2022	Invoi	OFF ROAD DIESEL	20.95	Open	Non	12/22	101-55440-247
DECEMBER 2022	Invoi	OFF ROAD DIESEL	7.23	Open	Non	12/22	610-53612-247
DECEMBER 2022	Invoi	OFF ROAD DIESEL	11.94	Open	Non	12/22	620-53644-247
DECEMBER 2022	Invoi	OFF ROAD DIESEL	49.51	Open	Non	12/22	101-53460-247
DECEMBER 2022	Invoi	OFF ROAD DIESEL	398.54	Open	Non	12/22	101-53330-217

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Total GARROW OIL (4236):			589.43				
HALLMAN LINDSAY (2165)							
M0124717	Invoi	PAINT	831.92	Open	Non	01/23	101-55200-242
Total HALLMAN LINDSAY (2165):			831.92				
LAPPEN SECURITY PRODUCTS INC (735)							
LSPQ48238	Invoi	REPAIR DATABASE	540.00	Open	Non	12/22	101-51650-242
Total LAPPEN SECURITY PRODUCTS INC (735):			540.00				
MENARDS - APPLETON EAST (319)							
31812	Invoi	CARPET RUNNERS FOR VAN LIESHOUT REC CEN	209.65	Open	Non	01/23	208-52900-218
Total MENARDS - APPLETON EAST (319):			209.65				
OUTAGAMIE COUNTY TREASURER (486)							
27820	Invoi	DECEMBER SANITATION FEES	14,558.94	Open	Non	12/22	201-53620-204
27820	Invoi	STREET SWEEPINGS	441.50	Open	Non	12/22	630-53442-204
27820	Invoi	SALT REMAINS	236.50	Open	Non	12/22	620-53634-255
DECEMBER 2022	Invoi	DECEMBER COURT FINES	327.28	Open	Non	12/22	101-35101
Total OUTAGAMIE COUNTY TREASURER (486):			15,564.22				
REGISTRATION FEE TRUST (189)							
AUT 317UJN-23	Invoi	LICENSE PLATE RENEWAL SQUAD 99	160.00	Open	Non	01/23	207-52120-247
Total REGISTRATION FEE TRUST (189):			160.00				
RIVERSIDE BY REYNEBEAU FLORAL (322)							
176139/1	Invoi	FLORAL ARRANGEMENT- PERPICH	75.25	Open	Non	12/22	101-51960-211
176318/1	Invoi	FLORAL ARRANGEMENT- PEERENBOOM	88.50	Open	Non	12/22	101-51960-211
Total RIVERSIDE BY REYNEBEAU FLORAL (322):			163.75				
STATE OF WI COURT FINES & (2374)							
DECEMBER 2022	Invoi	DECEMBER COURT FINES	1,373.64	Open	Non	12/22	101-35101
Total STATE OF WI COURT FINES & (2374):			1,373.64				
STONERIDGE LITTLE CHUTE LLC (4903)							
23032341329	Invoi	SENIOR PROGRAM ITEMS	11.97	Open	Non	12/22	101-55300-218
23045701401	Invoi	SENIOR PROGRAM ITEMS	31.82	Open	Non	12/22	101-55300-218
Total STONERIDGE LITTLE CHUTE LLC (4903):			43.79				
TAILORED LABEL PRODUCTS INC (5392)							
317620	Invoi	WEIGHTS AND MEASURES LABELS	356.67	Open	Non	01/23	101-51420-206
Total TAILORED LABEL PRODUCTS INC (5392):			356.67				
THE BLOWHARD COMPANY (5399)							
17056	Invoi	BATTERY PACK AND POWER SUPPLY ASSEMBLY	855.00	Open	Non	12/22	101-52200-218

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Total THE BLOWHARD COMPANY (5399):			855.00				
VFIS (2923)							
198307127	Invoi	2023 CONTRIBUTION LOSAP-#9931007903-22	18,803.00	Open	Non	01/23	101-52200-104
Total VFIS (2923):			18,803.00				
WARRANT PAYMENTS (4565)							
M23000267	Invoi	WARRANT-JAKUBEK	87.50	Open	Non	01/23	207-21495
Total WARRANT PAYMENTS (4565):			87.50				
WE ENERGIES (2788)							
4091132585 12/22	Invoi	PLANT #1 (100 WILSON ST)	504.54	Open	Non	12/22	620-53624-249
4091132585 12/22	Invoi	STREET LIGHTS	1,039.82	Open	Non	12/22	101-53300-249
4091132585 12/22	Invoi	200 E MCKINLEY ST-FVMPD	612.43	Open	Non	12/22	207-52120-249
4091132585 12/22	Invoi	200 E MCKINLEY ST-FIRE DEPT	408.29	Open	Non	12/22	101-52250-249
4091132585 12/22	Invoi	PUMP STATION @ EVERGREEN & FRENCH	76.34	Open	Non	12/22	620-53624-249
4091132585 12/22	Invoi	DOYLE POOL	25.74	Open	Non	12/22	204-55420-249
4091132585 12/22	Invoi	CROSSWINDS LED STREET LIGHTS	126.04	Open	Non	12/22	101-53300-249
4091132585 12/22	Invoi	1401 E ELM DR	4,665.16	Open	Non	12/22	101-53310-249
4091132585 12/22	Invoi	920 WASHINGTON ST	121.71	Open	Non	12/22	620-53624-249
4091132585 12/22	Invoi	CIVIC CENTER (630 MONROE ST)	1,820.91	Open	Non	12/22	206-55110-249
4091132585 12/22	Invoi	LC WELL #4 PUMPHOUSE (625 E EVERGREEN)	724.09	Open	Non	12/22	620-53624-249
4091132585 12/22	Invoi	PLANT #2 (1118 JEFFERSON ST)	334.99	Open	Non	12/22	620-53624-249
4091132585 12/22	Invoi	721 W ELM DR	334.21	Open	Non	12/22	208-52900-249
4091132585 12/22	Invoi	108 W MAIN ST	1,513.79	Open	Non	12/22	101-51650-249
Total WE ENERGIES (2788):			12,308.06				
Grand Totals:			67,079.15				

Report GL Period Summary

Vendor number hash: 138397
Vendor number hash - split: 211647
Total number of invoices: 36
Total number of transactions: 62

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	67,079.15	67,079.15
Grand Totals:	67,079.15	67,079.15

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
A.P. PLUMBING LLC				
8189	INSTALLATION OF NEW MAIN CONTROL VALVE	213.96	01/23	207-52120-242
Total A.P. PLUMBING LLC:		213.96		
ABBEY SPIERINGS				
2023-0102	2022 FIRE DEPARTMENT PHOTOS	750.00	12/22	101-52200-207
Total ABBEY SPIERINGS:		750.00		
AL HARDWARE COMPANY				
278044-325001	SQUEEZE CONNECTOR	2.39	12/22	101-51650-242
278045-325001	SNOW FENCE CABLE TIES	5.99	12/22	101-53350-218
278065-325001	BATTERIES	47.97	12/22	101-55200-218
278067-325001	BATTERIES & EXTENSION CORDS	90.72	12/22	101-51650-242
278140-325003	BATTERIES	11.99	12/22	620-53644-218
278155-325001	MAILBOX FLAG REPLACEMENT KIT	6.99	12/22	101-55440-225
278175-333011	BATTERIES	14.97	12/22	207-52120-218
278243-325001	SCRAP BLADES	46.96	12/22	101-51650-242
278263-325003	CONTAINER	2.17	12/22	620-53644-218
278279-325001	NOZZLE	14.99	12/22	101-53330-218
278286-312001	CAR WASH	8.99	12/22	101-52200-218
278301-325001	TOOLS FOR STREET SIGNS	17.58	12/22	101-53300-218
278317-325003	FASTENERS	4.28	12/22	620-53634-255
278324-325003	HARDWARE	2.99	12/22	620-53634-255
278327-325001	TSP CLEANER	10.99	12/22	101-55200-242
278348-325003	TOOLS	81.97	12/22	620-53634-255
278429-325003	CLEANING SUPPLIES	22.16	12/22	620-53644-218
278430-325003	DIFFUSER	3.99	12/22	620-53634-255
278445-325003	MOTOR OIL	14.58	12/22	620-53624-255
CM278158	RETURNED MERCHANDISE	6.99	12/22	101-55440-225
Total AL HARDWARE COMPANY:		405.68		
AMERICAN FIDELITY ASSURANCE				
D541221	JANUARY BILLING	2,081.00	01/23	101-21367
Total AMERICAN FIDELITY ASSURANCE:		2,081.00		
AMERICAN FIDELITY ASSURANCE (T00890)AWD				
2163015F	FLEX SPENDING JANUARY	1,655.72	01/23	101-21368
Total AMERICAN FIDELITY ASSURANCE (T00890)AWD:		1,655.72		
AMERICAN WATER WORKS ASSOC.				
SO5046	AWWA STANDARDS REVISIONS TERM 01/01/23 - 1	900.00	01/23	620-53924-208
Total AMERICAN WATER WORKS ASSOC.:		900.00		
AMPLITEL TECHNOLOGIES				
20846	MONTHLY MANAGED SERVICES-JAN	3,433.00	01/23	404-57190-204
20846	ANTIVIRUS, OFFICE 365, EXCHANGE ONLINE, DU	1,471.00	01/23	404-57190-208

Invoice	Description	Total Cost	Period	GL Account
Total AMPLITEL TECHNOLOGIES:		4,904.00		
APPLETON TROPHY & ENGRAVING				
37948	APEX GLASS AWARD-CHIEF JANSSEN	176.50	01/23	101-52200-219
Total APPLETON TROPHY & ENGRAVING:		176.50		
ASSOCIATED APPRAISAL CONSULTANTS				
166129	PROFESSIONAL SERVICES-JANUARY	2,025.00	01/23	101-51530-204
166129	SUBSCRIPTION TO POST ASSESSMENT DATA	76.43	01/23	101-51530-208
Total ASSOCIATED APPRAISAL CONSULTANTS:		2,101.43		
AT & T				
287294953059	01/2 NOV/DEC SERVICE	740.98	01/23	101-52200-203
Total AT & T:		740.98		
AT&T LONG DISTANCE				
01/23 845626857	NOV/DEC CHARGES	.74	01/23	101-51650-203
01/23 845626857	NOV/DEC CHARGES	2.11	01/23	206-55110-203
01/23 845626857	NOV/DEC CHARGES	4.67	01/23	207-52120-203
01/23 845626857	NOV/DEC CHARGES	2.38	01/23	620-53924-203
Total AT&T LONG DISTANCE:		9.90		
AUTOMOTIVE SUPPLY CO				
60953683	AIR FILTER #3632	8.80	01/23	101-53330-225
Total AUTOMOTIVE SUPPLY CO:		8.80		
BARBER, BETHANY L				
00002	CHILDREN'S BOOKS	60.00	01/23	206-55110-206
Total BARBER, BETHANY L:		60.00		
BECK'S MEATS INC				
010323	FOOD	518.72	01/23	101-52200-211
Total BECK'S MEATS INC:		518.72		
CHARTER COMMUNICATIONS				
01/23 86460	JANUARY/FEBRUARY SERVICE	214.16	01/23	101-51650-203
Total CHARTER COMMUNICATIONS:		214.16		
CINTAS				
4142665695	TOWELS AND UNIFORMS	11.32	01/23	101-53330-213
4142665695	MATS	28.79	01/23	101-53330-218
Total CINTAS:		40.11		
CITY OF APPLETON				
10749	JANUARY WEIGHTS & MEASURES	632.00	01/23	101-52050-204

Invoice	Description	Total Cost	Period	GL Account
Total CITY OF APPLETON:		632.00		
CIVIC SYSTEMS LLC				
CVC22787	SEMI ANNUAL SUPPORT FEES 1/1/23 - 6/30/23	1,527.00	01/23	101-51420-204
CVC22787	SEMI ANNUAL SUPPORT FEES 1/1/23 - 6/30/23	19.00	01/23	201-53620-208
CVC22787	SEMI ANNUAL SUPPORT FEES 1/1/23 - 6/30/23	155.00	01/23	207-52120-204
CVC22787	SEMI ANNUAL SUPPORT FEES 1/1/23 - 6/30/23	2,211.00	01/23	610-53614-208
CVC22787	SEMI ANNUAL SUPPORT FEES 1/1/23 - 6/30/23	2,041.00	01/23	620-53924-208
CVC22787	SEMI ANNUAL SUPPORT FEES 1/1/23 - 6/30/23	3,763.00	01/23	630-53444-208
CVC23012	MIPAY-SETUP	1,000.00	01/23	101-51420-204
Total CIVIC SYSTEMS LLC:		10,716.00		
COTTINGHAM & BUTLER INS SERVICES INC				
291734	APPEAL: RIGHT OF WAY SPECIALIST	200.00	01/23	101-51400-204
Total COTTINGHAM & BUTLER INS SERVICES INC:		200.00		
DISTRICT 2, INC.				
3735	WHITE TRADITIONAL HELMET	635.66	12/22	101-52200-218
3737	WHITE CHIEF TURNOUT COAT	1,728.00	12/22	101-52200-218
Total DISTRICT 2, INC.:		2,363.66		
FP FINANCE PROGRAM				
33213077	AGREEMENT 016-1584121 POSTBASE VISION-PO	140.00	01/23	101-51650-226
Total FP FINANCE PROGRAM:		140.00		
HEART OF THE VALLEY CHAMBER				
12940	GIFT CERTIFICATES FOR POSTER CONTEST	140.00	01/23	101-52200-225
Total HEART OF THE VALLEY CHAMBER:		140.00		
JX ENTERPRISES INC				
2489580P	SENSOR #29	271.99	01/23	101-53330-225
2489795P	LEAF SPRING #6	498.98	01/23	101-53330-225
Total JX ENTERPRISES INC:		770.97		
KLINK HYDRAULICS LLC				
26975	PRESSURE WASHER	61.03	01/23	101-53310-218
27002	HYDRAULIC HOSE #80	108.56	01/23	101-53330-225
27033	HYDRAULIC HOSE #11	68.00	01/23	101-53330-225
Total KLINK HYDRAULICS LLC:		237.59		
LAZER UTILITY LOCATING LLC				
1180	DECEMBER LOCATES	308.00	12/22	610-53612-209
1180	DECEMBER LOCATES	638.00	12/22	620-53644-209
1180	DECEMBER LOCATES	286.00	12/22	630-53442-209
1180	DECEMBER LOCATES	22.00	12/22	101-53300-209
Total LAZER UTILITY LOCATING LLC:		1,254.00		

Invoice	Description	Total Cost	Period	GL Account
LEXISNEXIS RISK DATA MANAGEMENT INC				
1686177-20221231	DECEMBER 2022 MINIMUM COMMITMENT	106.09	12/22	101-51680-204
Total LEXISNEXIS RISK DATA MANAGEMENT INC:		106.09		
LIBRARY JOURNAL				
LIBRARY JOURNA	MAGAZINE SUBSCRIPTION	129.99	01/23	206-55110-207
Total LIBRARY JOURNAL:		129.99		
LITTLE CHUTE AREA SCHOOL DIST				
370	LC CAN 2022-2023	3,234.82	13/22	404-57190-204
Total LITTLE CHUTE AREA SCHOOL DIST:		3,234.82		
LIVERMORE TECHNOLOGIES LLC				
17	FIBER-OPTIC CONSTRUCTION	621.48	12/22	211-50000-204
Total LIVERMORE TECHNOLOGIES LLC:		621.48		
MACQUEEN EQUIPMENT				
P10037	SELF CONTAINED BREATHING APPARATUS	12,655.93	12/22	101-52200-221
Total MACQUEEN EQUIPMENT:		12,655.93		
MADISON NATIONAL LIFE				
1537463	FEBRUARY LTD	922.76	01/23	101-21385
1537463	FEBRUARY LIFE & ADD	358.84	01/23	101-21391
Total MADISON NATIONAL LIFE:		1,281.60		
MARCO INC				
33147785	1ST FLOOR COPIER @ VH	551.85	01/23	101-51650-207
33147785	2ND FLOOR COPIER @ VH	298.35	01/23	101-51650-207
33147785	3RD FLOOR COPIER @ VH	142.10	01/23	101-51650-207
33147785	COPIER @ MSB BUILDING	86.57	01/23	101-53310-207
Total MARCO INC:		1,078.87		
MBM				
4156810	CONTRACT OVERAGE CHARGE/COLOR COPIES	91.12	13/22	206-55110-225
4156810	CONTRACT OVERAGE CHARGE/COLOR COPIES	92.33	01/23	206-55110-225
Total MBM:		183.45		
MCDONALD, JOHN				
12/22 REIMBURSE-	REIMBURSE FOR DECORATIONS	22.12	12/22	101-55300-218
Total MCDONALD, JOHN:		22.12		
MEMORIES ANTIQUE MALL AND AUCTION HOUSE				
118	MOVIES	119.20	01/23	206-55110-210
MOM22	MOVIES	175.00	01/23	206-55110-210
Total MEMORIES ANTIQUE MALL AND AUCTION HOUSE:		294.20		

Invoice	Description	Total Cost	Period	GL Account
MGD INDUSTRIAL CORP				
211284	PARTS FOR STREET SIGNS	9.90	12/22	101-53300-218
211284	MISC PARTS FOR #29, 6 & 39	139.24	12/22	101-53330-225
Total MGD INDUSTRIAL CORP:		149.14		
MUNICIPAL PROPERTY INS COMPANY				
010123	2023 PROPERTY & LIABILITY INSURANCE	18,755.00	01/23	101-51900-231
010123	2023 PROPERTY & LIABILITY INSURANCE	1,137.00	01/23	101-52250-231
010123	2023 PROPERTY & LIABILITY INSURANCE	3,978.00	01/23	207-52120-231
010123	2023 PROPERTY & LIABILITY INSURANCE	5,115.00	01/23	206-55110-231
010123	2023 PROPERTY & LIABILITY INSURANCE	2,273.00	01/23	204-55420-231
010123	2023 PROPERTY & LIABILITY INSURANCE	2,273.00	01/23	610-53614-231
010123	2023 PROPERTY & LIABILITY INSURANCE	18,754.00	01/23	620-53924-231
010123	2023 PROPERTY & LIABILITY INSURANCE	4,547.00	01/23	630-53444-231
Total MUNICIPAL PROPERTY INS COMPANY:		56,832.00		
NECHODOM, DUANE				
12/22 REIMBURSE	REIMBURSEMENT FOR SUPPLIES PURCHASED	167.00	12/22	101-52200-218
Total NECHODOM, DUANE:		167.00		
NEWS PUBLISHING CO INC				
BE116625	DEER CULLING AD	50.40	13/22	101-55200-227
BE116626	PUBLIC HEARING-1320 MAIN	31.20	13/22	101-51650-207
BE117982	PUBLIC HEARING-CROSSWINDS	107.35	13/22	101-51650-207
BE119458	SNOW REMOVAL AD	84.00	13/22	101-53350-227
BE119459	PUBLIC HEARING-CROSSWINDS	85.80	13/22	101-51650-207
BE120289	LIBRARY AD	50.00	12/22	206-55110-225
BE120344	PUBLIC HEARING	49.95	13/22	101-51650-207
Total NEWS PUBLISHING CO INC:		458.70		
O'REILLY AUTOMOTIVE INC				
2043-357901	OIL DRAIN PAN	10.99	12/22	101-53330-218
2043-358322	DEGREASER	64.99	12/22	101-53330-218
2043-358390	TIRE VALVE #42	3.99	12/22	101-53330-225
2043-358760	HEADLIGHT BULB #28	3.34	12/22	101-53330-225
2043-359439	BULB #39	7.17	12/22	101-53330-225
2043-359439	BULB STOCK	7.17	12/22	101-53330-218
2043-359610	LIFT SUPPORT #18	32.01	12/22	101-53330-225
2043-359610	CAPSULE	4.42	12/22	101-53330-218
2043-359781	FLOOR MATS	59.99	01/23	101-52200-218
2043-360688	SHOP TOOL	15.99	12/22	101-53330-218
Total O'REILLY AUTOMOTIVE INC:		210.06		
OUTAGAMIE COUNTY TREASURER				
011122	VANDEBROEK DRAINAGE DISTRICT SPECIAL A	3,228.87	01/23	630-53440-410
27174	OCTOBER SANITATION FEES	14,937.30	12/22	201-53620-204
27174	STREET SWEEPINGS	318.50	12/22	630-53442-204
Total OUTAGAMIE COUNTY TREASURER:		18,484.67		
PARAGON DEVELOPMENT SYSTEMS INC				
15150667	EPOLL BOOKS	12,336.00	13/22	101-51440-221

Invoice	Description	Total Cost	Period	GL Account
15150773	EPLL BOOKS	7,118.85	13/22	101-51440-221
Total PARAGON DEVELOPMENT SYSTEMS INC:		19,454.85		
PITTMAN, SABRINA				
127196109	OVERPAYMENT-UTILITY ACCT# 1-271961-09	1,274.52	01/23	001-15000
Total PITTMAN, SABRINA:		1,274.52		
PYNENBERG, SAM				
12/22 REIMBURSE	REIMBURSEMENT FOR K9 RX	82.00	12/22	207-52120-236
Total PYNENBERG, SAM:		82.00		
RV MAGAZINE				
RV 2023	MAGAZINE SUBSCRIPTION	19.97	01/23	206-55110-207
Total RV MAGAZINE:		19.97		
SHORT ELLIOTT HENDRICKSON INC				
439245	FIRE DEPT SPACE NEEDS ANALYSIS	1,049.22	13/22	101-52200-204
Total SHORT ELLIOTT HENDRICKSON INC:		1,049.22		
SPEEDY CLEAN DRAIN & SEWER				
78170	PUMPED THE GREASE TRAP	185.00	12/22	206-55110-243
Total SPEEDY CLEAN DRAIN & SEWER:		185.00		
SPLENDID CLEANING SERVICE LLC				
12937	MONTHLY CLEANING-METRO	950.00	01/23	207-52120-243
12937	MONTHLY CLEANING-LCFD	239.00	01/23	101-52250-243
12938	MONTHLY CLEANING-LIBRARY	1,425.00	01/23	206-55110-243
12939	MONTHLY CLEANING-MSB BUILDING	595.00	01/23	101-53310-243
12940	MONTHLY CLEANING-VILLAGE HALL	1,850.00	01/23	101-51650-243
Total SPLENDID CLEANING SERVICE LLC:		5,059.00		
STAPLES ADVANTAGE				
3526672308	COPY PAPER	124.47	12/22	101-51650-206
3527421169	BLACK INKJET PRINTER CARTRIDGE	180.89	01/23	101-51420-206
Total STAPLES ADVANTAGE:		305.36		
STONERIDGE LITTLE CHUTE LLC				
1044421545	FOOD	59.98	01/23	101-52200-211
22074861609	FOOD AND BEVERAGES	138.28	01/23	101-52200-211
22077001516	FOOD	40.36	01/23	101-52200-211
22077531750	FOOD	5.00	01/23	101-52200-211
23030411450	FOOD AND BEVERAGES	55.96	01/23	101-52200-211
23030501508	FOOD	8.94	01/23	101-52200-211
23042031624	FOOD AND BEVERAGES	46.33	01/23	101-52200-211
Total STONERIDGE LITTLE CHUTE LLC:		354.85		
TOWN COUNSEL LAW & LITIGATION LLC				
1552	LANDFILL SITING COMMITTEE	2,150.00	01/23	101-56710-262

Invoice	Description	Total Cost	Period	GL Account
Total TOWN COUNSEL LAW & LITIGATION LLC:		2,150.00		
TOWN OF VANDENBROEK				
1025	LANDFILL FIRE PROTECTION	3,000.00	01/23	101-51780-204
Total TOWN OF VANDENBROEK:		3,000.00		
VILLAGE OF COMBINED LOCKS				
FEB 2023	PROPERTY STORAGE AREA MONTHLY LEASE-FE	494.16	01/23	207-52120-204
Total VILLAGE OF COMBINED LOCKS:		494.16		
WCMA				
010123	FULL MEMBERSHIP WCMA-BERNHOFT	164.14	01/23	101-51400-208
Total WCMA:		164.14		
WI DEPT OF REVENUE				
010123	MANUFACTURING ASSESSMENT FEE	6,834.01	01/23	101-51530-204
Total WI DEPT OF REVENUE:		6,834.01		
WI MUNICIPAL COURT CLERKS ASSOCIATION				
2023	2023 DUES - GLOUDEMANS	45.00	01/23	101-51680-208
Total WI MUNICIPAL COURT CLERKS ASSOCIATION:		45.00		
WISCNET				
20304	WISCNET FEE FOR NETWORK ACCESS SERVICE	1,650.00	01/23	404-57190-204
20304	WISCNET FEE FOR NETWORK ACCESS SERVICE	1,650.00	01/23	207-52120-204
Total WISCNET:		3,300.00		
WOJCIK, JOSEPH				
7933-W	CN REVIEW FOR WATER MAIN BORING UNDER R	500.00	01/23	620-51222-204
Total WOJCIK, JOSEPH:		500.00		
ZARNOTH BRUSH WORKS INC				
192215	RUBBER SNOW BLADE	575.00	12/22	101-53330-225
Total ZARNOTH BRUSH WORKS INC:		575.00		
Grand Totals:		171,992.38		

Report GL Period Summary

Vendor number hash: 375506
Vendor number hash - split: 484945
Total number of invoices: 109
Total number of transactions: 141

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	171,992.38	171,992.38
Grand Totals:	171,992.38	171,992.38

Report Criteria:

Invoice Detail.Voided = {=} FALSE



Item For Consideration

For Board Review On: 1/18/2023
Agenda Item Topic: Liquor License

Prepared On: 1/11/2023
Prepared By: Village Clerk

Report: Little Chute BP is under a new ownership and agent under Budda LLC. All fees have been collected, background check is complete, and it has been noticed in the Times Villager. The current license will be surrendered before the new license is issued.

Fiscal Impact: None

Recommendation/Board Action: Approve liquor license for Little Chute BP located at 2051 E. Main St.

Respectfully Submitted,

Laurie Decker, WCMC

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 1/19/2023 ending: 6/30/2023
(mm dd/yyyy) (mm dd/yyyy)

To the Governing Body of the: ☐ Town of } LITTLE CHUTE
☒ Village of }
☐ City of }

County of OUTAGAMIE

Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☒ Limited Liability Company
☐ Partnership ☐ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number
456103121005004

FEIN Number
92-1329080

TYPE OF LICENSE REQUESTED	FEE
<input checked="" type="checkbox"/> Class A beer	\$ <u>pro-rated</u>
<input type="checkbox"/> Class B beer	\$ <u>pro-rated</u>
<input type="checkbox"/> Class C wine	\$ <u>pro-rated</u>
<input type="checkbox"/> Class A liquor	\$ <u>N/A</u>
<input type="checkbox"/> Class A liquor (cider only)	\$ <u>N/A</u>
<input checked="" type="checkbox"/> Class B liquor	\$ <u>pro-rated</u>
<input type="checkbox"/> Reserve Class B liquor	\$ <u>pro-rated</u>
<input type="checkbox"/> Class B (wine only) winery	\$ <u>pro-rated</u>
Publication fee	\$ <u>25.00</u>
TOTAL FEE	\$ <u>225.82</u>

Name (Individual / partners give last name, first, middle; corporations / limited liability companies give registered name)

BUDDHA LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>SHARMA CHAPAI</u>	<u>CHITRA</u>	<u>KALA</u>	<u>213 W CALUMET ST # 3, APPLETON. WI 54915</u>
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name LITTLE CHUTE BP Business Phone Number _____

2. Address of Premises 2051 E MAIN ST Post Office & Zip Code 54140

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

ALCOHOL BEVERAGES ARE STORED IN BEER COOLER AND SHELVES, AND ARE STORED
AT STORAGE AREA. THEY ARE SOLD OVER THE COUNTER AT 2051 E MAIN ST, LITTLE
CHUTE, WI 54140.


4. Legal description (omit if street address is given above): _____

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No

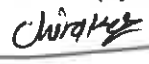
(b) If yes, under what name was license issued? KALA LLC

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? If yes, explain ☐ Yes ☒ No
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No
If yes, explain.
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? If yes, explain ☐ Yes ☒ No
9. (a) Corporate/limited liability company applicants only: Insert state WISCONSIN and date 12/13/22 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? If yes, explain ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? If yes, explain. ☐ Yes ☒ No
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) SHARMA CHAPAI, CHITRA, K	Title/Member MEMBER	Date 01/02/23
Signature 	Phone Number 9205406618	Email Address SHIVACHAPAI999@GMAIL.COM

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk 
Date license granted	Date license issued	License number issued	

**VILLAGE OF LITTLE CHUTE
OUTAGAMIE COUNTY**

Legal Notice

NOTICE IS HEREBY GIVEN that the following new Liquor License application is on file in the office of the Village Clerk for the licensing period of January 19, 2023 to June 30, 2023. Said application will be presented to the Board of Trustees for approval at their Regular Board meeting on January 18, 2023.

**CLASS “A”/ “CLASS A” RETAILERS’ LICENSE FOR THE SALE OF
FERMENTED MALT LIQUORS AND INTOXICATING LIQUORS ONLY FOR
CONSUMPTION AWAY FROM THE PREMISES WHERE SOLD**

Buddha LLC
Little Chute BP
2051 E Main St., Little Chute WI 54140
Agent: Chitra K. Sharma-Chapai



January 9, 2023

Village of Little Chute
Clerk Decker
108 W. Main Street
Little Chute, WI 54140

To Whom It May Concern:

I will be surrendering my "Class A" liquor license for the premise at 2051 E. Main St, Little Chute, for the 2022-2023 licensing year, upon approval of the license for Buddha LLC.

Sincerely,

A handwritten signature in black ink, appearing to read "Shiva P. Chapai", with a horizontal line drawn underneath it.

Shiva P. Chapai
KALA LLC
Little Chute BP



Item For Consideration

For Village Board Review On: 01/18/2023
Agenda Item Topic: Updates to Sec 44-391

Prepared On: 12/15/2022
Prepared By: Dave Kittel CDD

Report:

There has been an increase in request for Little Free Libraries in the Village of Little Chute. These types of exchanges are beneficial to community and provided a service that enriches the lives of our residents. Little Free Libraries can be found throughout the Fox Valley, the nation and been built in the Village of Little Chute as well. These types of exchanges are currently existing but, the Village Ordinance does not specifically address them. In order to ensure these types of exchanges that are beneficial to our community can continue and ensure they are placed in safe locations staff has drafted an update to Sec 44-391 below. This draft did go to the Plan Commission and the Plan Commission recommend a max height of 6ft, max width of 4 ft and must be at least 15ft from a driveway, and with these changes made recommended the Village Board set a hearing on this ordinance and approval.

(p) Public Sharing box exchanges

- (1) Permit required from the Community Development Department. With such application there shall be submitted a fee pursuant to the village building code and a complete set of plans and specifications, including a plot plan or drawing accurately showing the location of the proposed structure with respect to adjoining alleys, lot lines and buildings
- (2) Must securely protect their contents from infestation rainfall and other weather hazards, be safely secured, e.g. to the ground or a wall, and be clearly marked in such a way to clearly indicate that the box is a book, food or other type sharing box and part of an exchange. The box may be located in the front yard area but, shall not obstruct any vision triangle and must be at least 1 foot off the property line and at least 15 feet from a driveway, easily accessible, maximum height of 6 feet and maximum width of 4 feet. No sharing box may be located in the rear or side yard or an unsafe location as determined by the Community Development Director. Boxes shall be maintained so they do not give an appearance of blight or disrepair. Any lighting must be approved by Community Development Department, shall not be a nuisance to neighbors, and all electrical must be in compliance with the Building Code.
- (3) By establishing a sharing box exchange, the property owner is automatically establishing an easement for public access to the exchange box. To ensure the safety of the public and those using the box, the fire chief/fire inspector, police chief and public health officer (or their designees) shall have unrestricted access to the boxes (and contents) for the purpose of inspection and compliance with this ordinance and any other applicable codes.



Item For Consideration

Fiscal Impact: None

Recommendation/Board Action: Adopt Ordinance 01, Series 2023 – Amending 44-391, Public Sharing Exchange

Respectfully Submitted,

Dave Kittel, Community Development Director

VILLAGE OF LITTLE CHUTE

ORDINANCE NO. 01, SERIES OF 2023

AN ORDINANCE AMENDING THE ZONING CODE SECTION 44-391 OF THE VILLAGE OF LITTLE CHUTE MUNICIPAL CODE.

WHEREAS, the Plan Commission of the Village of Little Chute has recommended the following ordinance amendments; and,

WHEREAS, the required public hearing has been held before the Village Board of Trustees, Village of Little Chute; and,

WHEREAS, the Village Board of Trustees, Village of Little Chute, finds the following ordinance amendments to be in the public interest;

NOW, THEREFORE, the Village Board of Trustees, Village of Little Chute, do ordain as follows:

Section 1. That the Zoning Ordinance, Section 44-391 of the Municipal Code of the Village of Little Chute are hereby amended by adding the underlined language as set forth below:

Sec. 44-391. Accessory uses or structures.

- (a) *Building permit required.* No owner shall, within the village, build, construct, use or place any type of an accessory building, including prefabricated accessory buildings, until a building permit shall have first been obtained from the building inspector. Application for an accessory building permit shall be made, in writing, to the building inspector. With such application, there shall be submitted a fee pursuant to the village building code and a complete set of plans and specifications, including a plot plan or drawing accurately showing the location of the proposed accessory building with respect to adjoining alleys, lot lines and buildings. If such application meets all requirements of this section, the application shall be approved.
- (b) *Principal use to be present; exception.*
 - (1) An accessory use or structure in any zoning district shall not be established prior to the principal use or structure being present or under construction. Any accessory use or structure shall conform to the applicable regulations of the district in which it is located, except as specifically otherwise provided.
 - (2) Exception. It is allowed that a single storage shed, not greater than 12 feet in height and 144 square feet in area used solely for storage of lawn care equipment is allowed to be established prior to the establishment of a principal use or structure.
- (c) *Residential districts.*
 - (1) *Placement restrictions.* An accessory use or structure in a one-family or two-family residential district may be established subject to the following regulations:
 - a. *Number limits.* In any residential district, in addition to the principal building and attached garage, a detached garage and one additional accessory building and one children's play structure may be placed on a lot.
 - b. *Size limits.* Garages and other detached accessory buildings shall be less than 16 feet in height. Detached garages shall not exceed 960 square feet in area. Residential Greenhouses shall not exceed

400 square feet in area and shall be 12 feet or less in height. Other accessory buildings shall not exceed 200 square feet in area.

- c. *Attachement restrictions.* All accessory buildings which are attached to the principal building shall comply with the yard requirements of the principal building.
- d. *Detached structure regulations; lot area coverage.* No detached accessory building shall occupy any portion of the required front or side yard. No detached accessory structure shall occupy more than 30 percent of the required rear yard or be located within three feet of any other accessory building, principal building or lot line. The dimensions of any swimming pool, children's play structure, detached garage, tennis court and other detached accessory buildings/structures shall be included in the determination of available lot area coverage for accessory structures. In no event can the accessory uses or structures be forward of the front line of the principal structure.
- e. *Accessory structures.* Notwithstanding fences, residential driveways and parking lots, unless otherwise provided by these regulations, no structure shall be located within three feet of any accessory building, principal building or lot line.
- f. *Attached structures.* Notwithstanding fences, residential driveways and parking lots, all structures located within 12 inches of any principal or accessory building shall be considered to be attached to said building and shall comply with all requirements for the building to which it is attached.

- (2) *Use restrictions.* Accessory structures in residential districts shall not involve the conduct of any business, trade or industry as defined herein and shall not be occupied as a dwelling unit. Accessory buildings shall not be used for residential purposes.

- (d) *Nonresidential districts; placement restrictions.* Notwithstanding signs, pavement and fences as allowed within district regulations, accessory structures may be established in the front, rear or side yard and shall not be nearer than five feet to any side or rear lot line or 25 feet to a front lot line in any commercial or industrial district. The design and materials of any accessory structure which may be proposed to be located under this section within a front setback must have prior approval of the plan commission.
- (e) *Reversed corner lots.* When an accessory structure is located on the rear of a reversed corner lot, it shall not be located beyond the front yard required on the adjacent interior lot to the rear, nor nearer than three feet to the side line of the adjacent structure.
- (f) *Landscaping uses.* Accessory vegetation used for landscaping and decorating may be placed in any required yard area. Permitted vegetation includes trees, shrubs and flowers and gardens. Under no circumstances may a tent be used as a dwelling or an accessory structure.
- (g) *Temporary uses.* Temporary accessory uses such as real estate sale field offices or shelters for materials and equipment being used in the construction of the permanent structure may be permitted by the zoning administrator.
- (h) *Garages in embankments in front yards.* Where the mean natural grade of a front yard is more than eight feet above the curb level, a private garage may be erected within the front yard, provided as follows:
 - (1) That such private garage shall be located not less than five feet from the front lot line;
 - (2) That the floor level of such private garage shall be not more than one foot above the curb level; and
 - (3) That at least one-half the height of such private garage shall be below the mean grade of the front yard.
- (i) *Outdoor lighting.* Outdoor lighting installations shall not be permitted closer than three feet to an abutting property line and, where not specifically otherwise regulated, shall not exceed 15 feet in height and shall be adequately shielded or hooded so that no excessive glare or illumination is cast upon the adjoining properties.
- (j) *Lawn accessories.* Walks, drives, paved terraces and purely decorative garden accessories such as pools, fountains, statuary, sun dials, flagpoles, etc., shall be permitted in setback areas but not closer than three feet to an abutting property line other than a street line.

- (k) *Retaining walls.* Retaining walls may be permitted anywhere on the lot, provided, however, that no individual wall shall exceed six feet in height, and a terrace of at least three feet in width shall be provided between lot lines and any series of such walls.
- (l) *Children's play structures.* For purposes of this section, children's play structures, including playhouses, tree houses or elevated play structures and climbing gyms, shall be considered accessory structures and shall comply with the requirements of this section whether such play structures are placed on a foundation or not. Swing sets, slides, sandboxes, and other generally portable play devices are not considered children's play structures for purposes of this section. A building permit is not required for the construction of a play structure. Play structures shall not be used for storage or be constructed out of materials that would constitute a nuisance.
- (m) *Terrace area restrictions.* In addition to the definitions and restrictions contained in sections 40-66 and 40-148, no person shall place any accessory structure or use, including basketball backboard/hoops, in the terrace area.
- (n) *Portable storage units.*
 - (1) *Permitted zoning districts: RC, RT, RM, MH.* When incidental to a residential dwelling:
 - a. A temporary use permit is required pursuant to this section.
 - b. One portable storage unit shall be the maximum number allowed on a lot for no more than 30 consecutive days and no more than 60 total days per calendar year.
 - c. The portable storage unit shall be placed on an impervious surface.
 - d. The portable storage unit shall not be located within ten feet of a street property line.
 - e. The portable storage unit shall not be located within the vision corner.
 - f. Portable storage units shall not be used for the purposes of a garage or shed.
 - (2) *Permitted zoning districts: CH, CB, CS, ID, IT.* When incidental to a permitted principle use:
 - a. No more the three temporary use permits per business shall be issued per calendar year.
 - b. Two portable storage units shall be the maximum allowed per temporary use permit.
 - c. The maximum time limit per temporary use permit shall be 30 days.
 - d. Portable storage units shall be placed on an impervious surface.
 - e. Portable storage units may be placed on a lot within a designated loading space.
 - f. The portable storage unit shall not be located within the required front setback unless permitted by the community development director.
 - g. Portable storage units shall not be used for the purposes of a garage, shed or other on-site storage.
- (n) *Safety:* All accessory structures shall be secured to the ground by a foundation, appropriately sized ground anchors or in a manner approved by the Building Inspector.

(p) *Public Sharing box exchanges*

(1) Permit required from the Community Development Department. With such application there shall be submitted a fee pursuant to the village building code and a complete set of plans and specifications, including a plot plan or drawing accurately showing the location of the proposed structure with respect to adjoining alleys, lot lines and buildings

(2) Must securely protect their contents from infestation rainfall and other weather hazards, be safely secured, e.g. to the ground or a wall, and be clearly marked in such a way to clearly indicate that the box is a book, food or other type sharing box and part of an exchange. The box may be located in the front yard area but, shall not obstruct any vision triangle and must be at least 1 foot off the property line and at least 15 feet from a driveway, easily accessible, maximum height of 6 feet and maximum width of 4 feet. No sharing box may be located in the rear or side yard or an unsafe location as determined by the Community Development Director. Boxes shall be maintained so they do not give an appearance of blight or disrepair. Any lighting must be approved by

Community Development Department, shall not be a nuisance to neighbors, and all electrical must be in compliance with the Building Code.

(3) By establishing a sharing box exchange, the property owner is automatically establishing an easement for public access to the exchange box. To ensure the safety of the public and those using the box, the fire chief/fire inspector, police chief and public health officer (or their designees) shall have unrestricted access to the boxes (and contents) for the purpose of inspection and compliance with this ordinance and any other applicable codes.

(Code 2006, § 13-1-200; Ord. No. 13(Ser. of 2008), § 1, 11-5-2008)

Section 2. Effective Date. This Ordinance shall take effect upon the adoption and publication and enactment of the Ordinance by the Village Board of Trustees, Village of Little Chute.

Introduced: December 21, 2022

Approved and adopted: January 18, 2023

VILLAGE OF LITTLE CHUTE

By: _____
Michael R. Vanden Berg, Village President

Attest: _____
Laurie Decker, Village Clerk

VILLAGE OF LITTLE CHUTE

Notice of Public Hearing

The Little Chute Village Board will conduct a public hearing at the Little Chute Village Hall on Wednesday, January 18, 2023 at 6:00 p.m. to hear comments from the public in support or objection to the amendment of the Zoning Code Article X Section 44-391.

The proposed ordinance shall be available for public inspection at the office of the Village Clerk during regular office hours prior to the scheduled date of the public hearing.

The Zoning Code Section 44-391 regulates accessory structures. The proposed amendments are for adding a provision for public sharing exchange such as a little free library.

Notice is further given that the said meeting is open to the public and that all persons wishing to be heard in support or objecting to the adoption of the Village of Little Chute Design Manual are requested to be present at this public hearing.

If you have any questions, please contact the Zoning Administrator at (920) 423-3870

DATE OF HEARING: January 18, 2023
TIME OF HEARING: 6:00 P.M.
PLACE OF HEARING: Village Hall
Board Room
108 West Main Street
Little Chute, WI 54140

David Kittel
Community Development Director

Run: January 4 & 11, 2023

Any person wishing to attend who, because of a disability, requires special accommodations, should contact the Village Clerk, 108 W. Main St., Little Chute, (920) 788-7380, at least 48 hours prior to the meeting so that arrangements can be made.

STATE OF WISCONSIN AFFIDAVIT OF PUBLICATION

January 4 & 11, 2023
VILLAGE OF LITTLE CHUTE
NOTICE OF PUBLIC HEARING

WNAXLP

The Little Chute Village Board will conduct a public hearing at the Little Chute Village Hall on Wednesday, January 18, 2023 at 6:00 p.m. to hear comments from the public in support or objection to the amendment of the Zoning Code Article X Section 44-391.

The proposed ordinance shall be available for public inspection at the office of the Village Clerk during regular office hours prior to the scheduled date of the public hearing.

The Zoning Code Section 44-391 regulates accessory structures. The proposed amendments are for adding a provision for public sharing exchange such as a little free library.

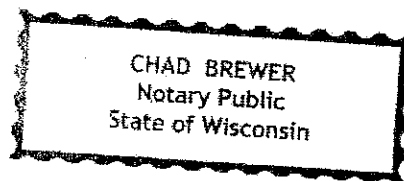
Notice is further given that the said meeting is open to the public and that all persons wishing to be heard in support or objecting to the adoption of the Village of Little Chute Design Manual are requested to be present at this public hearing.

If you have any questions, please contact the Zoning Administrator at (920) 423-3870

DATE OF HEARING: January 18th 2023
TIME OF HEARING: 6:00pm
PLACE OF HEARING: Village Hall
Board Room
108 West Main Street
Little Chute, WI 54140

David Kittel
Community Development Director

Any person wishing to attend who, because of a disability, requires special accommodations, should contact the Village Clerk, 108 W. Main St., Little Chute, (920) 788-7380, at least 48 hours prior to the meeting so that arrangements can be made.



Julie Penny
being duly sworn doth depose and say that he/she is an authorized representative of the **TIMES-VILLAGER**, a weekly newspaper published by News Publishing Co., Inc. at **Kaukauna, Wisconsin, in Outagamie County**, and that an advertisement of which the annexed is a true copy, taken from said paper, was published therein on:

1-4-23

1-11-23

SIGNED

DATED

1-11-23

[Signature]
Notary Public, State of Wisconsin

My Commission Expires

4/25/2023

of Lines 43

of Weeks Published 2

Publication Fee \$ 100.33

Proof of Publication \$ 1-

Total \$ 101.33



Item For Consideration

For Village Board Review On: 01/18/2023
Agenda Item Topic: Updates to Sec 44-391 and 44-5

Prepared On: 12/15/2022
Prepared By: Dave Kittel CDD

Report: In August of this year a Variance for a greenhouse was discussed at the Plan Commission. After hearing the arguments of the applicate the Plan Commission ultimately denied the request for a Variance and instead decided that this item would be better addressed by adding specific language for green houses to Section 44 of the Village Ordinance. Currently a resident could have a green house of 200 sqft or less but, the conversation was that a greenhouse needs to be larger than this to be able to produce enough food for a family. The way the current ordinance is structured was if they where to build a large green house in lieu of a detached garage they could have a much larger green house, but it would have to be built like a garage to meet code requirements of a garage and designed for storage of an auto mobile. In order to balance size, code, safety and allowing a beneficial size greenhouse the below ordinance amendment have been drafted and approved by our Plan Commission with the recommendation the Village Board sets a hearing on this for approval of the amendments.

Section 44-5 of the Municipal Code of the Village of Little Chute amended to add the following definition:

Residential Greenhouse means a structure exclusively used for the cultivation of plants in which natural sunlight is allowed to enter through transparent material and temperature and humidity are controlled

Section 44-391 of the Municipal Code of the Village of Little Chute are hereby amended by adding the underlined language as set forth below:

- b. *Size limits.* Garages and other detached accessory buildings shall be less than 16 feet in height. Detached garages shall not exceed 960 square feet in area. Residential Greenhouses shall not exceed 400 square feet in area and shall be 12 feet or less in height. Other accessory buildings shall not exceed 200 square feet in area.
- (n) *Safety:* All accessory structures shall be secured to the ground by a foundation, appropriately sized ground anchors or in a manner approved by the Building Inspector.



Item For Consideration

Fiscal Impact: None

Recommendation/Board Action: At Adopt Ordinance 02, Series 2023 – Amending 44-391,
Greenhouses in Village of Little Chute

Respectfully Submitted,

Dave Kittel, Community Development Director

VILLAGE OF LITTLE CHUTE

ORDINANCE NO. 02, SERIES OF 2023

AN ORDINANCE AMENDING THE ZONING CODE SECTION 44-5 AND SECTION 44-391 OF THE VILLAGE OF LITTLE CHUTE MUNICIPAL CODE.

WHEREAS, the Plan Commission of the Village of Little Chute has recommended the following ordinance amendments; and,

WHEREAS, the required public hearing has been held before the Village Board of Trustees, Village of Little Chute; and,

WHEREAS, the Village Board of Trustees, Village of Little Chute, finds the following ordinance amendments to be in the public interest;

NOW, THEREFORE, the Village Board of Trustees, Village of Little Chute, do ordain as follows:

Section 1. That the Zoning Ordinance, Section 44-5 of the Municipal Code of the Village of Little Chute are hereby amended to add the following definition:

Residential Greenhouse means a structure exclusively used for the cultivation of plants in which natural sunlight is allowed to enter through transparent material and temperature and humidity are controlled.

Section 2. That the Zoning Ordinance, Section 44-391 of the Municipal Code of the Village of Little Chute are hereby amended by adding the underlined language as set forth below:

Sec. 44-391. Accessory uses or structures.

- (a) *Building permit required.* No owner shall, within the village, build, construct, use or place any type of an accessory building, including prefabricated accessory buildings, until a building permit shall have first been obtained from the building inspector. Application for an accessory building permit shall be made, in writing, to the building inspector. With such application, there shall be submitted a fee pursuant to the village building code and a complete set of plans and specifications, including a plot plan or drawing accurately showing the location of the proposed accessory building with respect to adjoining alleys, lot lines and buildings. If such application meets all requirements of this section, the application shall be approved.
- (b) *Principal use to be present; exception.*
 - (1) An accessory use or structure in any zoning district shall not be established prior to the principal use or structure being present or under construction. Any accessory use or structure shall conform to the applicable regulations of the district in which it is located, except as specifically otherwise provided.
 - (2) Exception. It is allowed that a single storage shed, not greater than 12 feet in height and 144 square feet in area used solely for storage of lawn care equipment is allowed to be established prior to the establishment of a principal use or structure.
- (c) *Residential districts.*
 - (1) *Placement restrictions.* An accessory use or structure in a one-family or two-family residential district may be established subject to the following regulations:

- a. *Number limits.* In any residential district, in addition to the principal building and attached garage, a detached garage and one additional accessory building and one children's play structure may be placed on a lot.
 - b. *Size limits.* Garages and other detached accessory buildings shall be less than 16 feet in height. Detached garages shall not exceed 960 square feet in area. Residential Greenhouses shall not exceed 400 square feet in area and shall be 12 feet or less in height. Other accessory buildings shall not exceed 200 square feet in area.
 - c. *Attachement restrictions.* All accessory buildings which are attached to the principal building shall comply with the yard requirements of the principal building.
 - d. *Detached structure regulations; lot area coverage.* No detached accessory building shall occupy any portion of the required front or side yard. No detached accessory structure shall occupy more than 30 percent of the required rear yard or be located within three feet of any other accessory building, principal building or lot line. The dimensions of any swimming pool, children's play structure, detached garage, tennis court and other detached accessory buildings/structures shall be included in the determination of available lot area coverage for accessory structures. In no event can the accessory uses or structures be forward of the front line of the principal structure.
 - e. *Accessory structures.* Notwithstanding fences, residential driveways and parking lots, unless otherwise provided by these regulations, no structure shall be located within three feet of any accessory building, principal building or lot line.
 - f. *Attached structures.* Notwithstanding fences, residential driveways and parking lots, all structures located within 12 inches of any principal or accessory building shall be considered to be attached to said building and shall comply with all requirements for the building to which it is attached.
- (2) *Use restrictions.* Accessory structures in residential districts shall not involve the conduct of any business, trade or industry as defined herein and shall not be occupied as a dwelling unit. Accessory buildings shall not be used for residential purposes.
- (d) *Nonresidential districts; placement restrictions.* Notwithstanding signs, pavement and fences as allowed within district regulations, accessory structures may be established in the front, rear or side yard and shall not be nearer than five feet to any side or rear lot line or 25 feet to a front lot line in any commercial or industrial district. The design and materials of any accessory structure which may be proposed to be located under this section within a front setback must have prior approval of the plan commission.
 - (e) *Reversed corner lots.* When an accessory structure is located on the rear of a reversed corner lot, it shall not be located beyond the front yard required on the adjacent interior lot to the rear, nor nearer than three feet to the side line of the adjacent structure.
 - (f) *Landscaping uses.* Accessory vegetation used for landscaping and decorating may be placed in any required yard area. Permitted vegetation includes trees, shrubs and flowers and gardens. Under no circumstances may a tent be used as a dwelling or an accessory structure.
 - (g) *Temporary uses.* Temporary accessory uses such as real estate sale field offices or shelters for materials and equipment being used in the construction of the permanent structure may be permitted by the zoning administrator.
 - (h) *Garages in embankments in front yards.* Where the mean natural grade of a front yard is more than eight feet above the curb level, a private garage may be erected within the front yard, provided as follows:
 - (1) That such private garage shall be located not less than five feet from the front lot line;
 - (2) That the floor level of such private garage shall be not more than one foot above the curb level; and
 - (3) That at least one-half the height of such private garage shall be below the mean grade of the front yard.

- (i) *Outdoor lighting.* Outdoor lighting installations shall not be permitted closer than three feet to an abutting property line and, where not specifically otherwise regulated, shall not exceed 15 feet in height and shall be adequately shielded or hooded so that no excessive glare or illumination is cast upon the adjoining properties.
- (j) *Lawn accessories.* Walks, drives, paved terraces and purely decorative garden accessories such as pools, fountains, statuary, sun dials, flagpoles, etc., shall be permitted in setback areas but not closer than three feet to an abutting property line other than a street line.
- (k) *Retaining walls.* Retaining walls may be permitted anywhere on the lot, provided, however, that no individual wall shall exceed six feet in height, and a terrace of at least three feet in width shall be provided between lot lines and any series of such walls.
- (l) *Children's play structures.* For purposes of this section, children's play structures, including playhouses, tree houses or elevated play structures and climbing gyms, shall be considered accessory structures and shall comply with the requirements of this section whether such play structures are placed on a foundation or not. Swing sets, slides, sandboxes, and other generally portable play devices are not considered children's play structures for purposes of this section. A building permit is not required for the construction of a play structure. Play structures shall not be used for storage or be constructed out of materials that would constitute a nuisance.
- (m) *Terrace area restrictions.* In addition to the definitions and restrictions contained in sections 40-66 and 40-148, no person shall place any accessory structure or use, including basketball backboard/hoops, in the terrace area.
- (n) *Portable storage units.*
 - (1) *Permitted zoning districts: RC, RT, RM, MH.* When incidental to a residential dwelling:
 - a. A temporary use permit is required pursuant to this section.
 - b. One portable storage unit shall be the maximum number allowed on a lot for no more than 30 consecutive days and no more than 60 total days per calendar year.
 - c. The portable storage unit shall be placed on an impervious surface.
 - d. The portable storage unit shall not be located within ten feet of a street property line.
 - e. The portable storage unit shall not be located within the vision corner.
 - f. Portable storage units shall not be used for the purposes of a garage or shed.
 - (2) *Permitted zoning districts: CH, CB, CS, ID, IT.* When incidental to a permitted principle use:
 - a. No more the three temporary use permits per business shall be issued per calendar year.
 - b. Two portable storage units shall be the maximum allowed per temporary use permit.
 - c. The maximum time limit per temporary use permit shall be 30 days.
 - d. Portable storage units shall be placed on an impervious surface.
 - e. Portable storage units may be placed on a lot within a designated loading space.
 - f. The portable storage unit shall not be located within the required front setback unless permitted by the community development director.
 - g. Portable storage units shall not be used for the purposes of a garage, shed or other on-site storage.
- (n) *Safety: All accessory structures shall be secured to the ground by a foundation, appropriately sized ground anchors or in a manner approved by the Building Inspector.*

(Code 2006, § 13-1-200; Ord. No. 13(Ser. of 2008), § 1, 11-5-2008)

Section 3. Effective Date. This Ordinance shall take effect upon the adoption and publication and enactment of the Ordinance by the Village Board of Trustees, Village of Little Chute.

Introduced: December 21, 2022

Approved and adopted: January 18 ,2023

VILLAGE OF LITTLE CHUTE

By: _____
Michael R. Vanden Berg, Village President

Attest: _____
Laurie Decker, Village Clerk

VILLAGE OF LITTLE CHUTE

Notice of Public Hearing

The Little Chute Village Board will conduct a public hearing at the Little Chute Village Hall on Wednesday, January 18, 2023 at 6:00 p.m. to hear comments from the public in support or objection to the amendment of the Zoning Code Article X Section 44-391 and Article I Section 44-5 for residential greenhouses.

The proposed ordinance shall be available for public inspection at the office of the Village Clerk during regular office hours prior to the scheduled date of the public hearing.

The Zoning Code Section 44-391 regulates accessory structures and Section 44-5 provides definitions for items. The proposed amendments are for adding a definition for Residential Greenhouses and for regulating the size and height of them as well.

Notice is further given that the said meeting is open to the public and that all persons wishing to be heard in support or objecting to the adoption of the Village of Little Chute Design Manual are requested to be present at this public hearing.

If you have any questions, please contact the Zoning Administrator at (920) 423-3870

DATE OF HEARING: January 18, 2023
TIME OF HEARING: 6:00 P.M.
PLACE OF HEARING: Village Hall
Board Room
108 West Main Street
Little Chute, WI 54140

David Kittel
Community Development Director

Run: January 4 & 11, 2023

Any person wishing to attend who, because of a disability, requires special accommodations, should contact the Village Clerk, 108 W. Main St., Little Chute, (920) 788-7380, at least 48 hours prior to the meeting so that arrangements can be made.

STATE OF WISCONSIN AFFIDAVIT OF PUBLICATION

January 4 & 11, 2023
VILLAGE OF LITTLE CHUTE
NOTICE OF PUBLIC HEARING

The Little Chute Village Board will conduct a public hearing at the Little Chute Village Hall on Wednesday, January 18, 2023 at 6:00 p.m. to hear comments from the public in support or objection to the amendment of the Zoning Code Article X Section 44-391 and Article I Section 44-5 for residential greenhouses.

The proposed ordinance shall be available for public inspection at the office of the Village Clerk during regular office hours prior to the scheduled date of the public hearing.

The Zoning Code Section 44-391 regulates accessory structures and Section 44-5 provides definitions for items. The proposed amendments are for adding a definition for Residential Greenhouses and for regulating the size and height of them as well.

Notice is further given that the said meeting is open to the public and that all persons wishing to be heard in support or objecting to the adoption of the Village of Little Chute Design Manual are requested to be present at this public hearing.

If you have any questions, please contact the Zoning Administrator at (920) 423-3870

DATE OF HEARING: January 18th 2023
TIME OF HEARING: 6:00pm
PLACE OF HEARING: Village Hall
Board Room
108 West Main Street
Little Chute, WI 54140

David Kittel
Community Development Director

Any person wishing to attend who, because of a disability, requires special accommodations, should contact the Village Clerk, 108 W. Main St., Little Chute, (920) 788-7380, at least 48 hours prior to the meeting so that arrangements can be made.

CHAD BREWER
Notary Public
State of Wisconsin

Julie Pernay
being duly sworn doth depose and say that he/she is an authorized representative of the **TIMES-VILLAGER**, a weekly newspaper published by News Publishing Co., Inc. at **Kaukauna, Wisconsin, in Outagamie County**, and that an advertisement of which the annexed is a true copy, taken from said paper, was published therein on:

1-4-23
1-11-23

SIGNED Julie Pernay
DATED 1-11-23

[Signature]
Notary Public, State of Wisconsin

My Commission Expires
4/28/2023

of Lines 43
of Weeks Published 2

Publication Fee \$ 100.33
Proof of Publication \$ 1-
Total \$ 101.33



Item For Consideration

For Board Review On: January 18th, 2023
Agenda Item Topic: LCFD Foam Bank Agreement

Prepared On: January 12th, 2023
Prepared By: Admin. Bernhoft

Report: The City of Appleton has coordinated a valley wide MOU for Fire Departments to participate in cost sharing for a Class B firefighting foam bank for shared use in the Fox Valley area. This foam is used to assist in the protection of fires, specifically when gasoline spills are a factor. This new type of foam is much safer to utilize. This MOU is for the purchase, storage and future use of 265 gallons of Class B Firefighting Foam. The City of Appleton agrees to store and transport the foam to and from an incident. It should be noted that any maintenance required because of the use will be the responsibility of the municipality in use. This does not appear to be an issue with Chief Nechodom. Having access to this equipment in an emergency is a benefit to the Village and surrounding communities.

Fiscal Impact: Exhibit A of the agreement indicates the Little Chute portion of the cost sharing agreement is in the amount of \$282.57. It should be noted that the City of Appleton is paying a large share of the cost. Costs will be covered by the 2023 budget, therefore, no adjustment is necessary.

Recommendation/Board Action: The Village Board approves the MOU for the Foam Bank Agreement and contributes the Village's portion as noted in exhibit A.

Respectfully Submitted,

Beau Bernhoft, Village Administrator

FIREFIGHTING FOAM BANK AGREEMENT

PARTIES

The Wisconsin Municipalities identified as City of Appleton, City of Kaukauna, City of Seymour, Town of Buchanan, Town of Center, Town of Dale, Town of Ellington, Town of Freedom, Town of Grand Chute, Village of Bear Creek, Village of Black Creek, Village of Combined Locks, Village of Greenville, Village of Kimberly, Village of Little Chute, Village of Shiocton, Oneida (unincorporated), and Rural Seymour shall be individually referred herein as a “Party”, and collectively as “Parties”.

RECITALS

WHEREAS, the parties each have and maintain fire departments within their respective jurisdictions; and

WHEREAS, the parties acknowledge that the use of Class B firefighting foam is necessary to extinguish certain types of fires; and

WHEREAS, the parties jointly desire to collaborate to purchase a Class B firefighting foam bank.

THE AGREEMENT

NOW, THEREFORE, in consideration of the fulfillment of the obligations of the parties hereinafter set forth and for other good and valuable consideration, the receipt of which is hereby acknowledged, IT IS MUTUALLY AGREED AND PROMISED, by and between the above-referenced Parties as follows:

ACQUISITION OF FOAM

The City of Appleton Fire Department agrees to facilitate the purchase of 265 gallons of Class B Firefighting Foam (herein “Foam”) on behalf of the Parties.

The City of Appleton agrees to transport the Foam from point of purchase and store the Foam at the City of Appleton Fire Department for the duration of this Agreement at no additional cost to the Parties.

PAYMENT

The Parties agree to mutually share the cost of the Foam. The Parties agree that the purchase price for each Party shall be prorated, based on the population that

each party serves. The exact purchase price is set forth on attached Exhibit A and incorporated herein.

The City of Appleton shall invoice each Party pursuant to the rates set forth in Exhibit A for the initial price of the foam, as well as utilize the FEMA Schedule of Equipment rates for the cost of transporting the foam.

Each Party shall make payment to the Appleton Fire Department within ninety (90) days of the date of the invoice.

ADDITIONAL COSTS OF FOAM

The cost to the Parties shall be the upfront cost of the Foam detailed in Exhibit A as well as include the costs and fees for the disposal of the foam, to be determined at the time of disposal.

Each Party shall be responsible for any necessary maintenance, repair, and/or replacement of equipment and foam as the result of use. The City of Appleton reserves the discretion and right to bill parties for the necessary costs associated with this Agreement, with full payment made within ninety (90) days of the date of the invoice.

STORAGE AND TRANSPORTATION

The City of Appleton agrees that it will connect the foam to a City of Appleton Fire Department-owned TFT 350 eductor firefighting appliance at no additional cost to the parties.

The City of Appleton Fire Department further agrees that it will provide a trailer for storage of the Foam at no additional cost to the parties.

The City of Appleton Fire Department will maintain ownership of the storage trailer and the eductor and will store the trailer and foam at no cost to parties.

The City of Appleton additionally agrees to transport the trailer and foam to the Party requesting to use the Foam ("requesting agency"). The City of Appleton will also agree to transport the trailer and foam back to the City of Appleton after the requesting agency's use.

FOAM USAGE

Each Party that requests and/or uses the Foam has the responsibility to replace the quantity of foam used. The replacement foam shall be the same or similar and compatible product.

LIABILITY

The requesting agency shall assume all responsibilities associated with transportation, handling of, or other use of foam when the foam is within their possession. Foam is deemed to be in the possession of the requesting agency after the City of Appleton transports the trailer to the requesting agency, and until the City of Appleton takes possession of the trailer and foam after the requesting agency's use.

TERM OF AGREEMENT

All Parties to this Agreement must consent, in writing, to any changes to the Agreement.

MISCELLANEOUS

In the event that any part of this Agreement is found to be illegal, that part shall be stricken, and the Agreement interpreted as if that part did not exist.

This Agreement may be supplemented or amended only by written instrument executed by all Parties affected by such supplement or amendment.

This Agreement may be executed in counterparts, either by original signature or verified electronic signature, each of which shall be deemed an original, but such counterparts shall together constitute but one and the same agreement. The headings in this Agreement are inserted for convenience of reference only and shall not constitute a part hereof.

INDEMNIFICATION

In exchange for the City of Appleton acquiring, storing, and transporting Class B firefighting foam on behalf of each of the Parties, each Party agrees to indemnify, defend and hold harmless the City of Appleton and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs, including attorney's fees, arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the Party, anyone directly or indirectly employed by any of them

or anyone whose acts of them may be liable, except where caused by the sole negligence or willful misconduct of the City of Appleton.

[SIGNATURES APPEAR ON THE FOLLOWING PAGES]

City of Appleton

By: _____
Jacob A. Woodford, Mayor

By: _____
Kami Lynch, City Clerk

Approved as to form:

Christopher R. Behrens, City Attorney
CityLaw A22-0876

City of Kaukauna

By: _____

Printed Name: _____

Title: _____

By: _____

Printed Name: _____

Title: _____

Approved as to form:

Printed Name: _____

Attorney

City of Seymour

By: _____
Printed Name: _____
Title: _____

By: _____
Printed Name: _____
Title: _____

Approved as to form:

Printed Name: _____
Attorney

Town of Buchanan

By: _____
Printed Name: _____
Title: _____

By: _____
Printed Name: _____
Title: _____

Approved as to form:

Printed Name: _____
Attorney

Town of Center

By: _____

Printed Name: _____

Title: _____

By: _____

Printed Name: _____

Title: _____

Approved as to form:

Printed Name: _____

Attorney

Town of Dale

By: _____
Printed Name: _____
Title: _____

By: _____
Printed Name: _____
Title: _____

Approved as to form:

Printed Name: _____
Attorney

Town of Ellington

By: _____

Printed Name: _____

Title: _____

By: _____

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Title: _____

Approved as to form:

Printed Name: _____

Attorney

Town of Freedom

By: _____

Printed Name: _____

Title: _____

By: _____

Printed Name: _____

Title: _____

Approved as to form:

Printed Name: _____

Attorney

Town of Grand Chute

By: _____

Printed Name: _____

Title: _____

By: _____

Printed Name: _____

Title: _____

Approved as to form:

Printed Name: _____

Attorney

Village of Bear Creek

By: _____

Printed Name: _____

Title: _____

By: _____

Printed Name: _____

Title: _____

Approved as to form:

Printed Name: _____

Attorney

Village of Black Creek

By: _____

Printed Name: _____

Title: _____

By: _____

Printed Name: _____

Title: _____

Approved as to form:

Printed Name: _____

Attorney

Village of Combined Locks

By: _____
Printed Name: _____
Title: _____

By: _____
Printed Name: _____
Title: _____

Approved as to form:

Printed Name: _____
Attorney

Village of Greenville

By: _____

Printed Name: _____

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Approved as to form:

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Attorney

Village of Kimberly

By: _____

Printed Name: _____

Title: _____

By: _____

Printed Name: _____

Title: _____

Approved as to form:

Printed Name: _____

Attorney

Village of Little Chute

By: _____

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Title: _____

By: _____

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Title: _____

Approved as to form:

Printed Name: _____

Attorney

Village of Shiocton

By: _____
Printed Name: _____
Title: _____

By: _____
Printed Name: _____
Title: _____

Approved as to form:

Printed Name: _____
Attorney

Oneida (unincorporated)

By: _____

Printed Name: _____

Title: _____

By: _____

Printed Name: _____

Title: _____

Approved as to form:

Printed Name: _____

Attorney

Rural Seymour

By: _____

Printed Name: _____

Title: _____

By: _____

Printed Name: _____

Title: _____

Approved as to form:

Printed Name: _____

Attorney

EXHIBIT A

As of January 4, 2023

<u><i>Agency</i></u>	<u><i>Population</i></u>	<u><i>Commitment</i></u>	
		\$4,650.00	Cost
Black Creek	3500	\$82.42	
Appleton	76000	\$1,789.58	
Ellington	3600	\$84.77	
Freedom	6000	\$141.28	
Grand Chute	23500	\$553.36	
Kimberly	7137	\$168.06	
Shiocton	4125	\$97.13	
Buchanan	7032	\$165.58	
Bear Creek	2000	\$47.09	
Seymour City	3500	\$82.42	
Combined Locks	3500	\$82.42	
Greenville	13067	\$307.69	
Kaukauna	17089	\$402.40	
Dale	4560	\$107.38	
Oneida	4700	\$110.67	
Center	3700	\$87.12	
Seymour Rural	2466	\$58.07	
Little Chute	12000	\$282.57	

197476 Cost of the tote \$4,650



Item For Consideration

For Board Review On: January 18, 2023
Agenda Item Topic: Various Budget Adjustments

Prepared On: January 12, 2023
Prepared By: Finance

Report: There are various budget adjustments that need to be finalized for the 2022 audit along with a few items that have been presented for the 2023 Budget.

Fiscal Impact:

2022 BUDGET ADJUSTMENTS

Façade Loan Special Revenue Fund

Interest (Revenue) + \$1,000

Legal Expenses (Expense) + \$1,000

Increase spending authority for legal expenses related to two Façade applications funded by higher interest revenue than budgeted.

Sanitation Special Revenue Fund

Residential Sanitation Fee (Revenue) + \$5,000

Salaries and Benefits (Expense) + \$5,000

Increase spending authority for retirement payout funded by higher residential revenue than budgeted.

Van Lieshout Special Revenue Fund

Recreational Rental and Fees (Revenue) + \$3,000

Contractual Services (Expense) + \$3,000

Increase spending authority for additional cleaning services funded by retainage of rental deposit and to fix an unexpected sewer problem funded by higher recreational fees collected than budgeted.

Clerk-General Fund

Fund Balance (Equity) - \$19,329

Small Equipment (Expense) + \$19,329

Vendor delivered the ePoll Badger Books despite specific instructions delivery and order was for 2023. See corresponding budget entry for 2023.



Item For Consideration

2023 BUDGET ADJUSTMENTS

Clerk-General Fund

Fund Balance (Equity) + \$19,329

Small Equipment (Expense) - \$19,329

Vendor delivered the ePoll Badger Books despite specific instructions delivery and order was for 2023. See corresponding budget entry for 2023.

Fire Department-General Fund

Donations (Revenue) + \$5,000

Safety Equipment (Expense) + \$5,000

Increase spending authority for fire hose replacement funded by donation from Great Wisconsin Cheese Festival.

Recommendation/Board Action: Please approve the 2022 and 2023 Budget Adjustment as presented.

Respectfully Submitted,

Lisa Remiker-DeWall, Finance Director



Item For Consideration

For Board Review On: 1/18/2023

Prepared On: 1/12/2023

Agenda Item Topic: Preliminary Assessment Resolution **Prepared By:** Village Engineer

Report: The attached Preliminary Assessment Resolution declares The Village of Little Chute's intention to exercise its police powers under Chapter(s) 61.36, and as applicable 66.0701, 66.0703 and 66.0907 of the Wisconsin Statutes to levy special assessments. The described improvements are as follows:

- a) **DESCRIPTION OF SPECIAL ASSESSMENTS FOR 2023 CROSSWINDS ESTATES IMPROVEMENT PROJECT:**
Concrete Paving, Private Storm Sewer Laterals, Private Sanitary Sewer Laterals, and New Water Laterals.
- b) **AREA OF SPECIAL ASSESSMENT/HOOKUP FEE IMPROVEMENTS:**
Buchanan Street – From Main Street to E. North Avenue
Randolph Drive – From E. Evergreen Drive to Hartzheim Drive

Fiscal Impact: Cost of improvements per property owner shall be determined as part of the Preliminary/Final Engineer's Report for the above referenced projects.

Recommendation/Board Action: The Village Engineer recommends approval of Resolution Number 03, Series 2023 by the Village Board declaring the Village of Little Chute's intent to exercise special assessment powers for infrastructure improvements as identified above.

Respectfully Submitted,

Christopher L. Murawski, P.E.
Village Engineer

VILLAGE OF LITTLE CHUTE
(Outagamie County, State of Wisconsin)

RESOLUTION NO. 03, SERIES OF 2023

A PRELIMINARY ASSESSMENT/HOOKUP FEE RESOLUTION DECLARING INTENT TO EXERCISE SPECIAL ASSESSMENT POWERS UNDER CHAPTER(S) 61.36 AND AS APPLICABLE 66.0701, 66.0703 AND 66.0907, OF THE WISCONSIN STATUTES, AS AMENDED FROM TIME TO TIME (AND AS AMENDED OR MODIFIED BY VILLAGE ORDINANCE).

BE IT RESOLVED by the Village Board of Trustees, Village of Little Chute, as located in Outagamie County, State of Wisconsin, as follows:

1. That the Village Board of Trustees, Village of Little Chute, hereby declares its intention to exercise its police powers under Chapter(s) 61.36, and as applicable 66.0701, 66.0703 and 66.0907 of the Wisconsin Statutes as amended from time to time (and as amended or modified by Village Ordinance) to levy special assessments/hookup fees upon property within the following-described area for improvements upon said property:

- a) **DESCRIPTION OF SPECIAL ASSESSMENT/HOOKUP FEE PROJECT:**
Concrete Paving, Private Storm Sewer Laterals, Private Sanitary Sewer Laterals, and New Water Laterals.
- b) **AREA OF SPECIAL ASSESSMENT/HOOKUP FEE IMPROVEMENTS:**
Buchanan Street – From Main Street to E. North Avenue
Randolph Drive – From E. Evergreen Drive to Hartzheim Drive

The special assessments/hookup fees as may be hereinafter determined shall be levied upon all real estate fronting roadways within the above-described area; or individual properties within an area thereby benefited. The properties against which the assessments are imposed will be “specially benefitted” by the work or improvement, and also that the work or improvement will constitute “an exercise of the police power”.

2. Said improvements shall include the required cost of construction and installation, including total construction costs, engineering fees, attorneys' fees, and publication expenses, and Village administrative costs and fees.

3. The Village Board hereby determines that all such municipal improvements shall be made under Chapter(s) 61.36, and as applicable 66.0701, 66.0703 and 66.0907 of the Wisconsin Statutes, as amended from time to time (and as amended or modified by Village Ordinance) and that the amount assessed against each abutting parcel is based upon a reasonable basis, being total construction and material costs, including engineering fees, attorneys' fees, publication expenses, Village administrative fees and costs, and other appropriate special assessment proceeding costs. The Village Board of Trustees further determines that all said improvements benefit the property described in Paragraph 1 above.

4. The assessments/hookup fees against abutting property owners (or property owners within the area of special assessment) may be paid in cash or in the number of installments to be determined at the Public Hearing on the proposed assessments and according to the Final Resolution of the Village Board of Trustees of the Village of Little Chute as may be hereinafter adopted.

5. The Village Engineers and/or Village Director of Public Works are directed to prepare an Engineer's Report and/or Director of Public Work's Report consisting of:

- a. Preliminary and final plans and specifications for said improvements.
- b. An estimate of the entire, final, total cost of the proposed construction and installation, including costs of construction, materials, engineering fees, attorneys fees, publication expenses, Village administrative fees and costs, and other appropriate costs of special assessment proceedings.
- c. A schedule of proposed assessments/hookup fees against abutting property prepared under the terms and conditions of Chapter 66.0703 of the Wisconsin Statutes as amended from time to time.
- d. The Engineer's Report and/or Director of Public Work's Report shall state that all such assessments/hookup fees are based upon a reasonable basis, being total construction and material costs, and additional direct or indirect costs as specified above, and that all said property(s) being assessed are benefitted.

Upon completing said Engineer's Report/Village Director of Public Work's Report, the Village Engineer or Village Director of Public Works is directed to file a copy of the same in the office of the Village Clerk for public inspection.

Upon receiving the Engineer's Report/Village Director of Public Work's Report, the Village Clerk is directed to prepare and publish a Class One Notice of a Public Hearing on said Report and upon the Preliminary Special Assessment/Hookup Fees Resolution, as specified in Chapter 66.0703 (7)(a), of the Wisconsin Statutes, as amended from time to time, which Notice of Public Hearing shall state the place and time at which the Report may be inspected and the place and time at which all persons interested, or their agents or attorneys, may appear before the Village Board of Trustees for the Village of Little Chute and be heard concerning the matters contained in said Special Assessment/Hookup Fees Preliminary Resolution and the Village's Engineer's Report or Village Director of Public Work's Report, which shall be a Public Hearing thereon. A copy of the Notice of Public Hearing, together with a scale map (if available) showing the general boundary areas of the proposed assessment district/area, shall be mailed at least ten (10) days before the hearing date to all interested persons whose post office addresses are known. The Public Hearing shall commence not less than ten (10) days nor more than forty (40) days after publication. **The Public Hearing shall be held in the Village Board Room of the Little Chute Village Hall, 108 W. Main Street, Little Chute, Wisconsin 54140, Outagamie County, State of Wisconsin, at 6:00 p.m. on February 8, 2023.**

Date approved and adopted: January 18, 2023

VILLAGE OF LITTLE CHUTE

By: Michael Vanden Berg, Village President

Attest: Laurie Decker, Village Clerk