



AGENDA

REGULAR BOARD MEETING

PLACE: Little Chute Village Hall
DATE: Wednesday, February 15th, 2023
TIME: 6:00 p.m.

Virtually attend the February 15th Regular Board meeting at 6 PM by following the zoom link here:

Join Zoom Meeting: <https://us06web.zoom.us/j/84263590047>

Meeting ID: 842 6359 0047

One tap mobile

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 February 1, 2023
- 2. Minutes of the Committee of the Whole of February 8, 2023
- 3. Resolution No. 05, Series 2023 a CSM for Spirit Investments
- 4. Resolution No. 06, Series 2023 a CSM for Freedom Road
- 5. Disbursement List

- H. Action—Adopt Resolution No. 07, Series 2023 Tribute Resolution to Charles “Chuck” Fisher for Service to Village of Little Chute
- I. Discussion/Action—Purchase of Fleet Pick-Up Trucks
- J. Discussion/Action—Firefighter Compensation
- K. Discussion—Commercial Refuse Collection

- L. Action—Adopt Amended Resolution No. 13, Series 2022 Approving and Adopting the Final Special Final Assessment Fees
- M. Action—Committee/Commission Appointments
- N. Department and Officers Progress Reports
- O. Call for Unfinished Business
- P. Items for Future Agenda
- Q. Closed Sessions:
 - a.) 19.85(1)(e) Wis. Stats. Deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session. *Discuss Economic Development Item*
 - b.) 19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Personnel Matter*
- R. Return to Open Session
- S. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made with as much advance notice as possible to the Clerk's Office at 108 West Main Street, (920) 423-3852, [email: Laurie@littlechutewi.org](mailto:Laurie@littlechutewi.org) Prepared: February 10, 2023

VILLAGE OF LITTLE CHUTE MONTHLY REPORT



Little Chute

ESTABLISHED 1848

January
2023

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 – JANUARY 2023

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

- Continued progress on various Landfill items.
- Laid out groundwork for Personnel Handbook rework. This will be a year-long project.
- Attended the Leadership Fox Cities (LFC) for December session. We had a human services day, which comprised of volunteering at the Community Clothes Closet, trauma-enforced care, poverty simulation and related leadership training. Overall great experience connecting with the fox cities.
- Attended various local and regional meetings to stay informed on neighboring projects.

Current Work List and Progress Update

- Finalizing details for the Fire Space Needs Study.
- Year end work and closeouts beginning to wrap up 2022.
- Review of organizational structure ongoing.
- Assisting departments in various day-to-day operations.
- Assisting the FCCVB on their destination master plan. The presentation is slated for the end of February. Please let me know if you wish to attend.
- Preparing for 2023 project bidding and implementation for both Engineering and Parks.

Items for February

- Continued project progress on various items tasked by the Village Board.
- Finalize Development Agreements for Board review to continue progress with projects in the Village.
- Continued meetings on I-41 aesthetics. Hearing from the DOT on limitations with new protocols for projects due to state policy changes.
- Windmill Board follow up discussion on how the community can assist the Village in future project planning and fundraising. Discussing the possibility of organizing a Friends of Little Chute group that can take a lead on any fundraising ventures.
- Continuous review of our resources on the website. Some programs need to be updated, reviewed and/or removed. Working with community development on identifying immediate needs and outdated practices that are collecting dust.

VILLAGE CLERK

It's been a busy and exciting start to the year in the Clerk's Office. We received our shipment of Badger Books and got right to work familiarizing ourselves with the new system. We have set up and tested all 12 machines with past election data. This new technology will streamline the voting experience for residents. We put a lot of thought into the flow of our elections and look forward to implementing the new equipment in 2023. Our focus has been planning and preparing for the February Primary and the April Elections. We anticipate April to be very busy and are getting as organized as possible for the Spring Elections.

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

- Submit Nomination paperwork to County for open Village Trustee positions
- Planning for February 21 Spring Primary
- Order Election Materials for Spring Primary
- Mailed out 300 Absentee Ballots by January 31st deadline
- Begin planning for Spring DPW newsletter
- Begin planning for Souper Bowl IV
- Attend Bid Opening
- Attended Badger Book Training with Chief Election Inspectors
- Badger Book Software updates and setup and testing of new equipment
- Plan for Mock Election/Training on Badger Books with Election Inspectors
- Started Design of Message Boards to be placed at parks throughout the Village
- Shared data from social media sites
- Agendas/Minutes for meetings
- Continued maintenance of the Village Website
- Submitted Committee Attendance for quarterly payroll
- Work with other Departments to create Social Media schedule, coordinate postings
- Ongoing phone/supply ordering support
- Operator License Renewals

Goals for February:

- Hold Mock Election and Training on new Badger Books with Election Inspectors on February 3
- Planning and ordering materials for February 21 Primary Election
- Process Absentee Requests and Voter Registrations for February 21st Primary
- Contact Poll workers and create schedule for February Primary
- Hold In-Person Absentee Voting, February 7 – 17 in Clerk's Office
- Conduct Spring Primary, February 21st utilizing new Badger Books
- Complete Post-Election tasks, return materials to County, complete Board of Canvass
- Reconcile Poll Books – Submit voter participation, Election Day Registrations, etc.
- Plan for April 4 Election
- Work with DPW on Spring Newsletter, mailed to all Residents by April 1st
- Hold Fourth Annual Souper Bowl luncheon for all staff on February 10
- Attend Bid Openings
- Work with Parks & Rec to finalize Message Board design, draft due in March
- Committee and Commission Attendance for quarterly payroll

- 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
- Process Operator License Renewals
- Begin Liquor License Renewals

2023 Social Media Metrics January

	Facebook Posts	
	People Reached	22,783
	Engagement	2,140
	Likes and Reactions	1,762
	Comments	286
	Shares	92
	Link Clicks	88
	Page Visists	2,692
	Most popular post (reach)	TbTh Hermsens
	New Followers	36
	Unfollowers	7
	Total Followers	6,192
	Facebook Videos	
	Minutes Viewed	94
	1-Minute Video Views	21
	3-Second Video Views	244
	Video Engagement	3
	Most popular Video	Ice rink
	LinkedIn	
	Search Apperances	29
	Unique Visitors	8
	Post Impressions	15
	Custom clicks	0
	followers	266
	Instagram	
	Instagram Posts	5
	Likes	35
	Video Views	0
	Reach	215
	Followers	895
	Popular Post	Tbth Basketball

	LinkedIn	
	Search Apperances	29
	Unique Visitors	8
	Post Impressions	15
	Custom clicks	0
	followers	266

Community Development

HIGHLIGHTS

- Met with Commercial Developers regarding sites and TIF in village.
- Continued Inspections of homes, apartments, and commercial projects.
- Discussions with architects regarding new projects.
- Met with local Business Owners
- Assisted in November elections
- Continued discussions for further revitalization in our downtown
- Updated Housing Affordability report

TOP PRIORITIES FOR February 2023

- Meet with builders and owners about upcoming commercial projects.
- Work with developers regarding Commercial/Industrial projects.
- Continued Inspections of homes, apartments, industrial and commercial projects.
- Assist developers, surveyors, and realtors with zoning requirements.
- Meet with more Local Businesses and to collect information on potential needs for the community/business.
- BRE Visits with more businesses
- Work through Site Plan review on multiple projects
- Addressing and Solar panel ordinance update/creation
- Work on updates to Sec 8 to allow for more options for the Village long term on commercial inspections and Building plan approvals
- Improve compliant tracking and follow-up process
- Find and catalog all existing Conditional uses, Variance and planning/zoning permits in effect

From our Building Inspector:

As we move into colder weather Permits are starting to slow up and projects are starting to finish up. As winter moves in the Department will start to focus on reviewing procedures, digitizing records, continuing education.

Highlights from November:

- Updated permits on Cloud Permit
- Working through class on Photovoltaic Systems Class
- Attended multiple Inspector meetings in the region
- 28 Inspections performed in January

Permits Issued in January

# Residential	# Commercial	Total	Total \$ Fees	Est. Construction \$
20	3	23	\$2,233	\$407,074.56

Year To Date (through 11/30)

Total # of Permits	Total \$ Fees	Est. Construction \$
23	\$2,233	\$407,074.56

Number of New Home Permits Year To Date

# New Single Family	# Duplexes	Total
1	0	1

Village of Little Chute Department of Finance

HIGHLIGHTS

- Completed January Tax Settlement with taxing entities for collections in December.
- 2022 audit preparation is a primary focus for January and February!
- Payroll & Benefits Specialist completed W-2's and the Accounts Payable Clerk 1099's for tax year 2022 in advance of deadline.
- Compensatory time for WPPA employees per contract was paid out with the first pay period in January.
- Hosted an in-person presentation by our Wisconsin Deferred Compensation plan advisor for VLC and the Village of Kimberly employees. Also allowed time for employees to meet one-on-one with him throughout the day. Received only positive feedback on information shared. Scheduled a second opportunity for employees to meet one-on-one with advisor in the spring per employee request.
- Trained Utility Billing Clerk on Mobile Home Park billing and she was also cross trained in customer service duties (stellar performance by staff training and her initiation to tax time!).

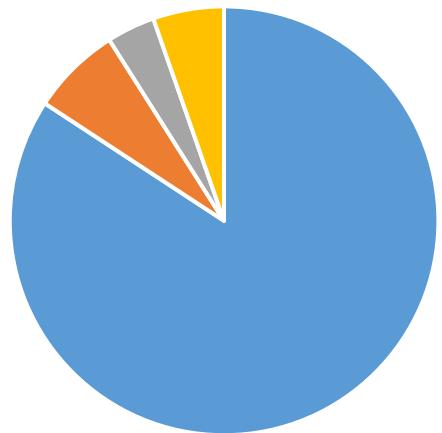
TOP PRIORITIES FOR FEBRUARY

- Complete February Tax Settlement with taxing entities for the first installment collections.
- Issuance of 2022 special assessment bills.
- IFC on Firefighter Compensation will be presented to the Fire Commission and Village Board in February to formalize the volunteer status of our Firefighters.
- Finance team members will receive initial training on the new miPay system. This will eventually allow employees to view their pay slips electronically as well as make self-service direct deposit, address, and tax elections changes.
- Quarterly uSecure review to ensure our employees/Trustees are completing their awareness training videos timely, reducing our human cyber risk exposure.
- Review of Employee Handbook Policy Series 100: Recruitment, Hiring & Separation from Employment as well as Series 200: Standards of Employee Conduct. Human Resource Manager and Administrator began initial phases of employee handbook project. Goal is to meet biweekly in hopes for project completion in 2023.
- Cross-training on special assessment cash receipting and responsibilities along with Mobile Home Park billing due to trained back-up retirement.
- Continued collaboration with the Administrator on the new background check process, met with Village employees for initial feedback. Fine tuning before final rolls out.
- Final review of financial information in the third draft of Transportation Study report

CONTINUOUS IMPROVEMENT EFFORTS

- Accounting Clerk and Deputy Finance Director finalized tracking of reoccurring accounts receivable invoices to increase the timeliness of our billing, especially at year end. This will also aid in collection of past due invoices by engaging with other departments who initiated the service.
- Utility Billing Clerk worked with Public Works Administrative Clerk to complete a thorough reconciliation of the business polycarts to the Utility Billing System.

2022 TAX ROLL COLLECTIONS



DELINQUENT UTILITIES ROLLED TO TAXES



PERFORMANCE MEASUREMENTS

	Actual <u>2020</u>	Actual <u>2021</u>	Projected <u>2022</u>	Target <u>2023</u>
# Months bank reconciliation completed timely	12	12	12	12
# Of stale checks outstanding	22	5	4	4
Custodial credit risk	\$3.7M	\$0	\$0	\$0
Investment Performance vs 1-3 Year US Treasury Index	3.26% vs 3.10%	(.528)% vs (.555)%	(2.77)% vs (2.14)%	(1.62)% vs (1.47)%
% Of customers paying online	53%	55%	57%	58%
Continuous improvement initiatives	37	32	24	24
Number of special assessment billings	75	36	115	100
Average number of monthly utility bills	4,585	4,671	4,700	4,725
Annual number of utility work orders	940	1,033	1,000	900
Annual tax certification letters	774	673	675	675
General obligation bond rating	Aa3	Aa3	Aa3	Aa3
# Of auditor's compliance issues	0	1	0	0
% Of time monthly financials closed within 15 days	100%	100%	100%	100%
% Of staff adequately trained/cross trained	90%	90%	100%	100%

FINANCIAL LEARNING OPPORTUNITY FOR THE MONTH

Federal Data Transparency Act (FDTA): There is proposed legislation that is likely to pass that will mandate governments to report financial information using uniform reporting categories or “data standards.” It is expected full implementation will be required by 2027.

Why is FDTA a concern? You may wonder, why greater transparency would be an issue? There are significant transparency issues already in place and this poses an unfunded mandate plus does not allow enough time for implementation. It is estimated that most governments will incur costs of \$100,000 to \$200,000 to comply placing a disproportionate burden on smaller entities with the fewest resources.

				Over (Under) Budget	
	JANUARY	YTD 2023	BUDGET 2023	VARIANCE	% OF BUDGET
GENERAL FUND					
Taxes	501,221.40	501,221.40	1,152,789.00	(651,567.60)	43.48%
Total Licenses and Permits	3,874.82	3,874.82	115,950.00	(112,075.18)	3.34%
Intergovernmental Aid	205,950.22	205,950.22	2,468,055.00	(2,262,104.78)	8.34%
Public Charges for Service	3,050.00	3,050.00	145,640.00	(142,590.00)	2.09%
Fines and Forfeitures	7,203.80	7,203.80	91,000.00	(83,796.20)	7.92%
Total Interest	24,404.51	24,404.51	75,578.00	(51,173.49)	32.29%
Miscellaneous Revenue	8,704.35	8,704.35	146,225.00	(137,520.65)	5.95%
Other Financing Sources	18,051.00	18,051.00	220,000.00	(201,949.00)	8.21%
Total General Fund Revenue	772,460.10	772,460.10	4,415,237.00	(3,642,776.90)	17.50%
Village Board	4,192.98	4,192.98	101,675.00	(97,482.02)	4.12%
Administration	4,147.31	4,147.31	106,050.00	(101,902.69)	3.91%
Engineering & GIS	3,149.77	3,149.77	90,794.00	(87,644.23)	3.47%
Finance	14,188.46	14,188.46	283,131.00	(268,942.54)	5.01%
Clerk	21,799.49	21,799.49	208,198.00	(186,398.51)	10.47%
Community Development - Assessing	10,609.98	10,609.98	89,041.00	(78,431.02)	11.92%
Village Hall	7,508.18	7,508.18	80,844.00	(73,335.82)	9.29%
Municipal Court	8,062.43	8,062.43	71,773.00	(63,710.57)	11.23%
Unallocated	3,214.70	3,214.70	25,894.00	(22,679.30)	12.41%
Insurance	50,716.40	50,716.40	212,402.00	(161,685.60)	23.88%
Village Promotion and Goodwill	34.40	34.40	34,919.00	(34,884.60)	0.10%
Inspections	6,096.20	6,096.20	145,981.00	(139,884.80)	4.18%
Fire Operations	49,586.11	49,586.11	298,633.00	(249,046.89)	16.60%
Fire Allocated	43,517.45	43,517.45	367,216.00	(323,698.55)	11.85%
Crossing Guards	3,770.03	3,770.03	79,703.00	(75,932.97)	4.73%
Public Works Administration	732.36	732.36	20,275.00	(19,542.64)	3.61%
Street Repair and Maintenance	46,953.04	46,953.04	666,331.00	(619,377.96)	7.05%
Public Works Support Services	5,404.82	5,404.82	53,576.00	(48,171.18)	10.09%
Public Works Vehicle Maintenance	13,642.75	13,642.75	150,900.00	(137,257.25)	9.04%
Snow and Ice Control	11,244.83	11,244.83	204,538.00	(193,293.17)	5.50%
Weed Control	55.60	55.60	20,661.00	(20,605.40)	0.27%
Recycling	676.34	676.34	49,804.00	(49,127.66)	1.36%
Park	13,343.42	13,343.42	526,445.00	(513,101.58)	2.53%
Recreation	9,142.67	9,142.67	226,373.00	(217,230.33)	4.04%
Forestry	10,946.86	10,946.86	194,017.00	(183,070.14)	5.64%
Youth Football	349.42	349.42	27,502.00	(27,152.58)	1.27%
Community Band	202.40	202.40	10,529.00	(10,326.60)	1.92%
Economic Development	1,660.65	1,660.65	108,703.00	(107,042.35)	1.53%
Transfers	-	-	-	-	#DIV/0!
Total General Fund Expenses	344,949.05	344,949.05	4,455,908.00	(4,110,958.95)	7.74%
GENERAL FUND NET REVENUES (EXPENSES)	427,511.05	427,511.05	(40,671.00)		
SANITATION					
Sanitation Revenues	49,724.26	49,724.26	589,850.00	(540,125.74)	8.43%
Sanitation Expenses	16,760.06	16,760.06	488,730.00	(471,969.94)	3.43%
SANITATION NET REVENUES (EXPENSES)	32,964.20	32,964.20	101,120.00		
FIRE EQUIPMENT DONATION					
Fire Equipment Donation Revenues	44,771.99	44,771.99	97,000.00	(52,228.01)	46.16%
Flag Pole Memorial Expenses	-	-	2,100.00	(2,100.00)	0.00%
FIRE EQUIPMENT DONATION NET REVENUES (EXPENSES)	44,771.99	44,771.99	94,900.00		
AQUATICS					
Aquatics Revenue	56,515.56	56,515.56	188,603.00	(132,087.44)	29.97%
Aquatics Expenses	3,955.96	3,955.96	203,603.00	(199,647.04)	1.94%
AQUATICS NET REVENUES (EXPENSES)	52,559.60	52,559.60	(15,000.00)		

	JANUARY	YTD 2023	BUDGET 2023	Over (Under) Budget	
				VARIANCE	% OF BUDGET
LIBRARY/CIVIC CENTER					
Library/Civic Center Revenues	217,670.27	217,670.27	625,260.00	(407,589.73)	34.81%
Library/Civic Center	33,437.02	33,437.02	633,260.00	(599,822.98)	5.28%
LIBRARY/CIVIC CENTER NET REVENUES (EXPENSES)	184,233.25	184,233.25	(8,000.00)		
CONSOLIDATED POLICE SERVICES					
Consolidated Police Services Revenue	1,429,003.07	1,429,003.07	4,014,920.00	(2,585,916.93)	35.59%
Police Services Consolidated	225,934.21	225,934.21	4,014,920.00	(3,788,985.79)	5.63%
CONSOLIDATED POLICE SERVICES NET REVENUES (EXPENSES)	1,203,068.86	1,203,068.86	-		
VAN LIESHOUT RECREATION CENTER					
Van Lieshout Rec Center Revenues	3,117.58	3,117.58	22,750.00	(19,632.42)	13.70%
Van Lieshout Rec Center Expenses	964.40	964.40	34,766.00	(33,801.60)	2.77%
VAN LIESHOUT NET REVENUES (EXPENSES)	2,153.18	2,153.18	(12,016.00)		
PROMOTIONAL FUND					
Promotional Fund Revenues	769.77	769.77	47,400.00	(46,630.23)	1.62%
Promotional Fund Expenses	-	-	33,500.00	(33,500.00)	0.00%
PROMOTIONAL NET REVENUES (EXPENSES)	769.77	769.77	13,900.00		
AMERICAN RESCUE FUND					
American Rescue Fund Revenues	2,512.29	2,512.29	769,257.00	(763,769.29)	0.33%
American Rescue Fund Expenses	-	-	775,000.00	(45,000.00)	0.00%
AMERICAN RESCUE PROMOTIONAL NET REVENUES (EXPENSES)	2,512.29	2,512.29	(5,743.00)		
TRANSPORTATION SPECIAL REVENUE FUND					
Transportation Special Revenue Fund Revenues	55.74	55.74	-	55.74	#DIV/0!
Transportation Special Revenue Fund Expenses	-	-	-	-	#DIV/0!
TRANSPORTATION SR FUND NET REVENUES (EXPENSES)	55.74	55.74	-		
SMALL BUSINESS MICRO LOAN FUND					
Small Business Micro Loan Fund Revenues	712.22	712.22	800.00	(87.78)	89.03%
Small Business Micro Loan Fund Expenses	-	-	500.00	(500.00)	0.00%
SMALL MICRO LOAN FUND NET REVENUES (EXPENSES)	712.22	712.22	300.00		
FAÇADE RENOVATION GRANT FUND					
Façade Renovation Grant Fund Revenues	786.54	786.54	200.00	586.54	393.27%
Façade Renovation Grant Fund Expenses	-	-	500.00	(500.00)	0.00%
COMMUNITY DEVELOPMENT GRANT NET REVENUES (EXPENSES)	786.54	786.54	(300.00)		
NELSON CROSSING MAINTENANCE					
Nelson Crossing Maintenance Revenues	1,575.09	1,575.09	3,486.00	(1,910.91)	45.18%
Nelson Crossing Maintenance Expenses	-	-	3,486.00	(3,486.00)	0.00%
NELSON CROSSING MAINTENANCE NET REVENUES (EXPENSES)	1,575.09	1,575.09	-		
SPECIAL ASSESSMENTS					
Special Assessment Revenue	12,137.04	12,137.04	161,000.00	(148,862.96)	7.54%
Special Assessment Expense	169.52	169.52	192,300.00	(192,130.48)	0.09%
SPECIAL ASSESSMENTS NET REVENUES (EXPENSES)	11,967.52	11,967.52	(31,300.00)		

	JANUARY	YTD 2023	BUDGET 2023	Over (Under) Budget	
				VARIANCE	% OF BUDGET
EQUIPMENT REVOLVING FUND					
Equipment Revolving Revenue	14,545.63	14,545.63	451,000.00	(436,454.37)	3.23%
Equipment Revolving Expenses	-	-	385,000.00	(385,000.00)	0.00%
EQUIPMENT NET REVENUES (EXPENSES)	14,545.63	14,545.63	66,000.00		
FACILITY AND TECHNOLOGY FUND					
Facility and Technology Fund Revenues	36,123.35	36,123.35	80,000.00	(43,876.65)	45.15%
Facility and Technology Fund Expenditures	6,554.00	6,554.00	100,000.00	(93,446.00)	6.55%
FACILITY AND TECHNOLOGY NET REVENUES (EXPENSES)	29,569.35	29,569.35	(20,000.00)		
TAX INCREMENT DISTRICT 4					
Tax Increment District 4 Revenues	667,672.54	667,672.54	1,661,750.00	(994,077.46)	40.18%
Tax Increment District 4 Expenses	443,396.30	443,396.30	1,419,369.00	(975,972.70)	31.24%
TAX INCREMENTAL DISTRICT 4 NET REVENUES (EXPENSES)	224,276.24	224,276.24	242,381.00		
TAX INCREMENT DISTRICT 5					
Tax Increment District 5 Revenues	167,858.60	167,858.60	439,298.00	(271,439.40)	38.21%
Tax Increment District 5 Expenses	1,108.74	1,108.74	305,184.00	(304,075.26)	0.36%
TAX INCREMENTAL DISTRICT 5 NET REVENUES OVER EXPENSES	166,749.86	166,749.86	134,114.00		
TAX INCREMENT DISTRICT 6					
Tax Increment District 6 Revenues	637,300.66	637,300.66	3,015,486.00	(2,378,185.34)	21.13%
Tax Increment District 6 Expenses	12,451.27	12,451.27	5,209,827.00	(5,197,375.73)	0.24%
TAX INCREMENTAL DISTRICT 6 NET REVENUES (EXPENSES)	624,849.39	624,849.39	(2,194,341.00)		
TAX INCREMENT DISTRICT 7					
Tax Increment District 7 Revenues	328,074.74	328,074.74	770,200.00	(442,125.26)	42.60%
Tax Increment District 7 Expenses	1,582.21	1,582.21	580,279.00	(578,696.79)	0.27%
TAX INCREMENTAL DISTRICT 7 NET REVENUES (EXPENSES)	326,492.53	326,492.53	189,921.00		
TAX INCREMENT DISTRICT 8					
Tax Increment District 8 Revenues	44,043.76	44,043.76	94,840.00	(50,796.24)	46.44%
Tax Increment District 8 Expenses	49,146.15	49,146.15	327,567.00	(278,420.85)	15.00%
TAX INCREMENTAL DISTRICT 8 NET REVENUES (EXPENSES)	(5,102.39)	(5,102.39)	(232,727.00)		
PARK IMPROVEMENT					
Park Improvement Revenue	2,345.57	2,345.57	161,550.00	(159,204.43)	1.45%
Park Improvement Expenses	-	-	196,134.00	(196,134.00)	0.00%
PARK IMPROVEMENTS NET REVENUES (EXPENSES)	2,345.57	2,345.57	(34,584.00)		
CAPITAL PROJECTS					
Capital Projects Revenue	99,225.77	99,225.77	526,375.00	(427,149.23)	18.85%
Construction Projects	4,369.09	4,369.09	1,663,406.00	(1,659,036.91)	0.26%
Administration Capital Projects	15,090.05	15,090.05	213,668.00	(198,577.95)	7.06%
TOTAL CONSTRUCTION EXPENSES	19,459.14	19,459.14	1,877,074.00	(1,857,614.86)	1.04%
CAPITAL PROJECTS NET REVENUES (EXPENSES)	79,766.63	79,766.63	(1,350,699.00)		

				Over (Under) Budget
	JANUARY	YTD 2023	BUDGET 2023	VARIANCE
				% OF BUDGET
SEWER				
Sewer Revenues	337,925.10	337,925.10	3,672,875.00	(3,334,949.90)
Sewer Capital	1,942.37	1,942.37	422,357.00	(420,414.63)
Sewer Financing	20,816.00	20,816.00	255,518.00	(234,702.00)
Sewer Treatment	203,019.39	203,019.39	2,401,600.00	(2,198,580.61)
Sewer Collection	10,910.76	10,910.76	228,442.00	(217,531.24)
Sewer Customer A/R	8,982.33	8,982.33	161,673.00	(152,690.67)
Sewer Admin and General	20,260.47	20,260.47	197,798.00	(177,537.53)
TOTAL SEWER EXPENSES	265,931.32	265,931.32	3,667,388.00	(3,401,456.68)
SEWER NET REVENUES (EXPENSES)	71,993.78	71,993.78	5,487.00	

WATER UTILITY

Water Utility Revenues	191,306.49	191,306.49	3,103,402.00	(2,912,095.51)	6.16%
Water Capital Projects	2,840.23	2,840.23	521,357.00	(518,516.77)	0.54%
Water Financing	58,607.50	58,607.50	761,212.00	(702,604.50)	7.70%
Water Source	3,296.75	3,296.75	95,200.00	(91,903.25)	3.46%
Pumping	17,943.64	17,943.64	250,891.00	(232,947.36)	7.15%
Water Treatment	34,407.01	34,407.01	468,035.00	(433,627.99)	7.35%
Water Distribution	62,077.91	62,077.91	844,422.00	(782,344.09)	7.35%
Customer A/R	3,164.53	3,164.53	74,447.00	(71,282.47)	4.25%
Admin and General	30,077.01	30,077.01	189,099.00	(159,021.99)	15.91%
TOTAL WATER EXPENSES	212,414.58	212,414.58	3,204,663.00	(2,992,248.42)	6.63%
WATER NET REVENUES (EXPENSES)	(21,108.09)	(21,108.09)	(101,261.00)		

STORMWATER UTILITY

Stormwater Revenue	119,896.68	119,896.68	2,123,890.00	(2,003,993.32)	5.65%
Stormwater Capital Projects	2,218.22	2,218.22	493,815.00	(491,596.78)	0.45%
Storm Financing	45,311.87	45,311.87	557,497.00	(512,185.13)	8.13%
Storm Pond Maintenance	2,034.39	2,034.39	147,544.00	(145,509.61)	1.38%
Storm Collection	5,996.45	5,996.45	217,283.00	(211,286.55)	2.76%
Storm Customer A/R	3,164.44	3,164.44	63,039.00	(59,874.56)	5.02%
Storm Admin and General	27,388.95	27,388.95	247,029.00	(219,640.05)	11.09%
TOTAL STORM EXPENSES	86,114.32	86,114.32	1,726,207.00	(1,640,092.68)	4.99%
STORMWATER NET REVENUES (EXPENSES)	33,782.36	33,782.36	397,683.00		

January tax settlement for collections to date have been recorded in various funds.

Continue to see interest and investment income impacted as result of market changes. The unrealized losses that exist now will **not** be recognized as long as 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 market to face value total for the Villager at the end of January is a \$348,093 unrealized loss (improvement of \$7,911 from month prior. The positive news is that interest earnings are back on the rise from minimal returns in past.

Annual website support (Clerk), annual manufacturing assessment fee (Assessing), annual support for TIPSS (Court) first quarter business insurance (various funds), and Fire annual Length of Service Awards Program contribution have been made resulting in higher expenses this month.

Landfill revenue for Sewer Utility is billed on a quarterly billing. The first quarter will not be billed until April. Strength invoices for Nestle, Bel Brands, Agropur and Oh Snap have also not been issued as lab information to complete billing is not available yet.

Capital Contributions (revenue) are not recorded until year end (capital assets paid for by TID or contributed by developers) in the Sewer Utility (\$626,000), Water Utility (\$736,000) and Stormwater (\$842,000).

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 - January 2023

Number of Incidents: 11

Incidents Last Year: 13

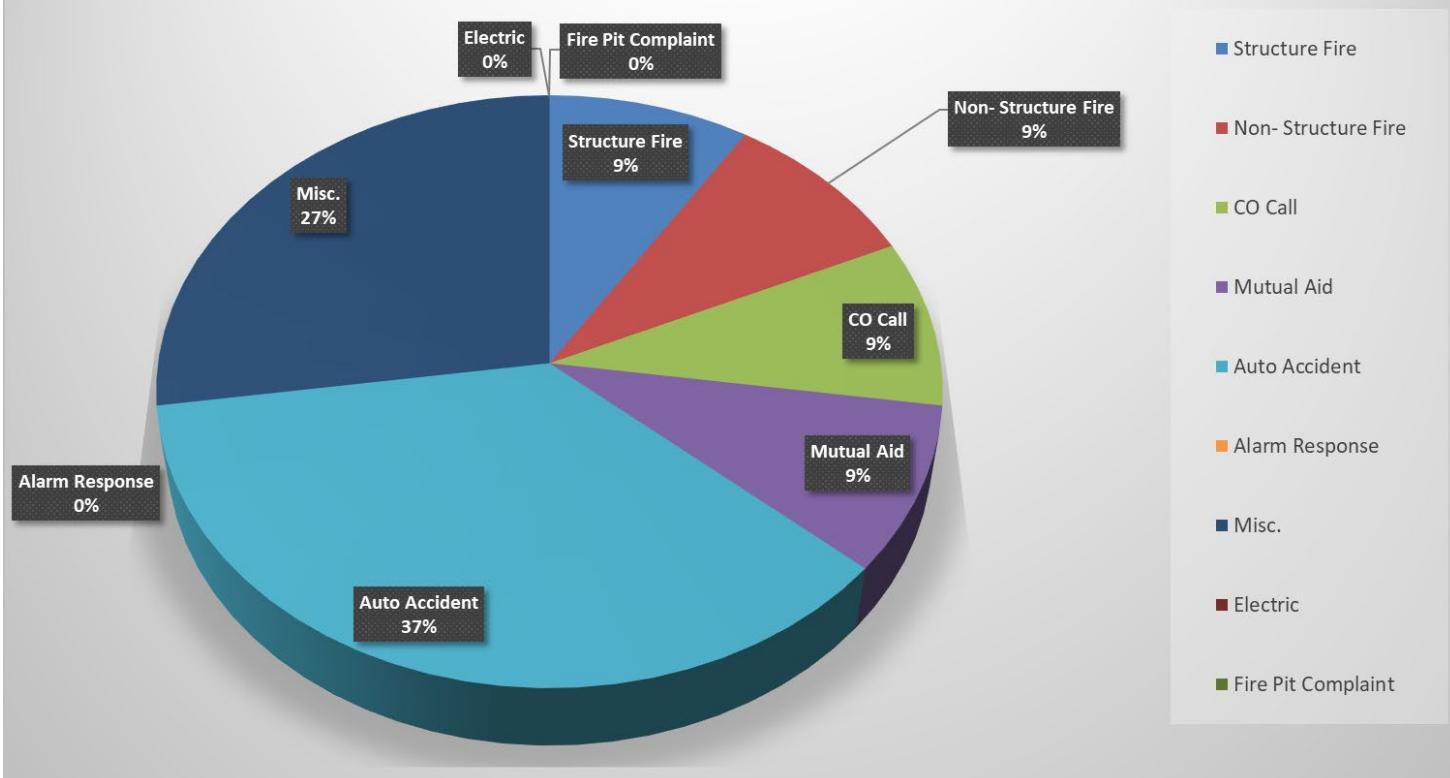
Year-to-Date: 11

Date	Time	Incident Number	Location	Description	Response	Vehicles
1/3/2023	16:59	23LC00001	Landfill - 1400 Block Holland Rd	Big fire coming out of stack at Landfill	Investigate - methane flare	3632 - Car 3621 - Engine 3641 - Aerial
1/4/2023	19:54	23LC00002	1837 W Main Street	Truck rollover, hit a pole	Accident clean-up	3632 - Car 3631 - Pickup 3621 - Engine 3641 - Aerial 3671 - Squad
1/5/2023	9:56	23LC00003	Fox River - Near McKinley Paper	Possible snowmobile in river, West of dam	Investigate as water rescue, nothing found	3632 - Car 3621 - Engine 3622 - Engine 3671 - Squad UTV
1/5/2023	23:14	23LC00004	Dutchharbor Estates - 1420 Washington Street #4	Concerns with pilot light on furnace	Investigate - requested owner to leave the residence and have furnace fixed	3631 - Pickup 3621 - Engine 3641 - Aerial
1/7/2023	11:36	23LC00005	Intersection of Main and Grand	Two vehicle accident	Accident clean-up	3631 - Pickup 3621 - Engine 3641 - Aerial
1/19/2023	20:28	23LC00006	1533 East Elm	Structure fire in shop area	Extinguished with assistance from Appleton, Kimberly, and Combined Locks	3631 - Pickup 3621 - Engine 3622 - Engine 3641 - Aerial 3671 - Squad
1/25/2023	9:54	23LC00007	1515 Vandenbroek Road #10	Smell in house, occupant slightly nauseous	Investigate, no gas detected, cleaned dryer vent	3621 - Engine 3641 - Aerial
1/29/2023	0:47	23LC00008	North & Vandenbroek	Accident - car hit pole and left	No damage, apparatus cancelled	NA
1/29/2023	7:22	23LC00009	Woodhavent & Hillcrest - Kaukauna	Kaukauna requested pumper\engine for aid	Assist Kaukauna in extinguishing house fire	3631 - Pickup 3622 - Engine 3671 - Squad
1/29/2023	12:57	23LC00010	1154 W North Avenue	One vehicle accident, rolled into ditch	Investigate, check for fluid leak	3631 - Pickup 3621 - Engine
1/30/2023	9:47	23LC00011	Highway 41 Northbound near Buchanan overpass	Two vehicle accident with one vehicle engulfed in flames	Extinguished, clean up accident scene	3632 - Car 3621 - Engine 3622 - Engine+A1:G 13

Little Chute Fire Department - 2023 Calls for Service

	Structure Fire	Non-Structure Fire	CO Call	Mutual Aid	Auto Accident	Alarm Response	Misc. Electric	Fire Pit Complaint	2032 Total Responses	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	1	1	1	1	4	0	3	0	0	11	188	181	152	202	165	172	155	132
January 2022 Calls	1	1	1	1	4	0	3	0	0	11								
February 2022 Calls										0								
March 2022 Calls										0								
April 2022 Calls										0								
May 2022 Calls										0								
June 2022 Calls										0								
July 2022 Calls										0								
August 2022 Calls										0								
September 2022 Calls										0								
October 2022 Calls										0								
November 2022 Calls										0								
December 2022 Calls										0								

Call by Type - 2023 Calls for Service





FOX VALLEY METRO POLICE DEPARTMENT

PERSONNEL

CSO Seth Huss has resigned from the department and CSO William Hansen has given notice of his intent to resign. CSO Hansen will be taking a dispatcher job position with a surrounding county sheriff's office.

ADMINISTRATION

THE NEW CSO VEHICLE HAS BEEN DELIVERED AND WILL BE UP-FITTED IN THE COMING WEEKS. IT IS A FORD TRANSIT VAN.

TRAINING & PROFESSIONAL DEVELOPMENT

SWORN STAFF WILL BE ATTENDING IN-SERVICE TRAINING THIS MONTH. THE TRAINING IS PUT ON BY THE OUTAGAMIE COUNTY DISTRICT ATTORNEY'S OFFICE AND WILL INCLUDE LEGAL UPDATES AND RELEVANT CASE LAW MATERIAL.

ON FEBRUARY 9TH, WE HAD A DEPARTMENT MEETING IN WHICH WE DISCUSSED THE DEATH OF TYRE NICHOLS WHILE BEING ARRESTED BY MEMPHIS POLICE OFFICERS. WE DISCUSSED THE CRIMINAL AND ETHICAL IMPLICATIONS IN THIS MATTER. WE ALSO REVIEWED OUR USE-OF-FORCE POLICY AND THE STATUTORY REQUIREMENTS THAT OFFICERS INTERVENE IN ILLEGAL/EXCESSIVE USE OF FORCE THAT THEY WITNESS AND THEIR DUTY TO REPORT SAME.

CHIEF MEISTER RECENTLY ATTENDED THE WISCONSIN CHIEFS OF POLICE ASSOCIATION – POLICE LEADERSHIP FOUNDATION CONFERENCE. TOPICS OF TRAINING / DISCUSSION INCLUDED, BUT WAS NOT LIMITED TO

- RISK MANAGEMENT AND POLICY
- HIRING AND RETENTION STRATEGIES
- TRANSFORMATIONAL LEADERSHIP
- WAUKESHA CHRISTMAS PARADE CASE STUDY (INCIDENT RESPONSE AND MANAGEMENT)
- USE OF FORCE LAW AND POLICY
- TRAINING AND STANDARDS UPDATES

- LEGAL UPDATES
- FEDERAL CIVIL RIGHTS OVERVIEW
- EMPLOYMENT LAW UPDATES
- WI. LAW ENFORCEMENT DEATH RESPONSE TEAM (LEDR)

ACTIVITY/ PERFORMANCE METRICS

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



FOX VALLEY METRO POLICE DEPARTMENT

Month-to-Date CAD Call Detail

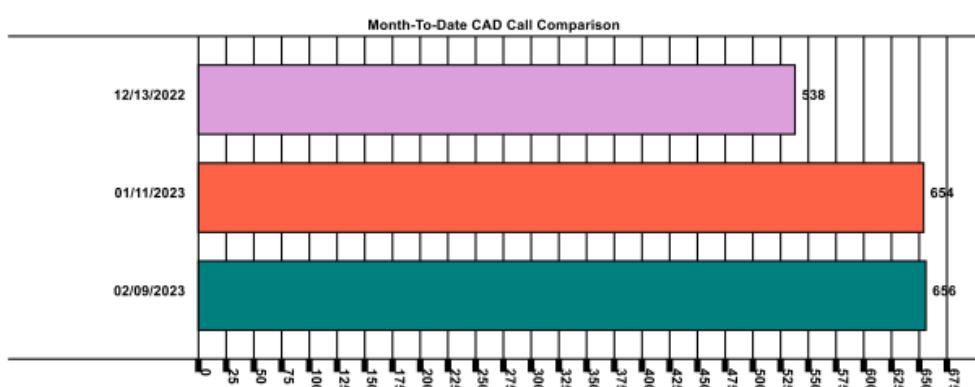
Month-To-Date CAD Received Calls

Call Nature	01/12/2023	12/14/2022	1 mo %	11/15/2022	2 mo %
	to 02/09/2023:	to 01/11/2023:	change:	to 12/13/2022:	change:
911 Misdial	77	89	-13.5%	48	60.4%
Abandoned Vehicle	0	0	N/A	1	-100.0%
Abdominal A-Adam Response	0	0	N/A	2	-100.0%
Abdominal C-Charlie Response	1	0	N/A	0	N/A
Accident in a Parking Lot	4	3	33.3%	1	300.0%
Accident with Injury	0	2	-100.0%	2	-100.0%
Accident with Scene Safety	3	1	200.0%	0	N/A
Allergies D-David Response	0	2	-100.0%	0	N/A
Animal Bite	1	3	-66.7%	2	-50.0%
Animal Call	9	13	-30.8%	8	12.5%
Assault D-David Response	0	0	N/A	1	-100.0%
Assist Citizen or Agency	27	33	-18.2%	40	-32.5%
Back Problem A-Adam Response	0	0	N/A	2	-100.0%
Bleeding B-Boy Response	2	0	N/A	3	-33.3%
Bleeding D-David Response	1	0	N/A	0	N/A
Breathing Problem C-Charles	2	3	-33.3%	1	100.0%
Breathing Problem D-David	3	3	0.0%	2	50.0%
Business Check	1	1	0.0%	1	0.0%
Carbon Monoxide Alarm	1	2	-50.0%	0	N/A
Chest Complaint C-Charles	0	2	-100.0%	0	N/A
Chest Complaint D-David	2	1	100.0%	0	N/A
Choking A-Adam Response	0	1	-100.0%	0	N/A
Civil Process	5	6	-16.7%	5	0.0%
Crime Prevention	32	22	45.5%	21	52.4%
Damage to Property	0	3	-100.0%	7	-100.0%
Diabetic Issue A-Adam	1	0	N/A	0	N/A
Diabetic Issue C-Charles	2	2	0.0%	0	N/A
Disturbance	10	10	0.0%	5	100.0%
Disturbance with a Weapon	0	2	-100.0%	0	N/A
Domestic Disturbance	2	3	-33.3%	4	-50.0%
Drug Complaint	0	0	N/A	7	-100.0%

Emergency Committal	0	1	-100.0%	0	N/A
Eye Problem A-Adam	0	0	N/A	1	-100.0%
Fainting A-Adam	0	1	-100.0%	0	N/A
Fainting C-Charles	1	0	N/A	0	N/A
Falls A-Adam Response	2	3	-33.3%	5	-60.0%
Falls B-Boy Response	1	3	-66.7%	3	-66.7%
Falls D-David Response	1	0	N/A	1	0.0%
Fire Alarm Commercial	0	4	-100.0%	4	-100.0%
Fire Dept Public Relations	1	1	0.0%	0	N/A
Fire Oversized/Commercial Veh	0	2	-100.0%	0	N/A
Fire Unauthorized Burning	0	1	-100.0%	0	N/A
Fire Vehicle Small	0	1	-100.0%	0	N/A
Follow Up	15	20	-25.0%	18	-16.7%
Fraud Complaint	2	3	-33.3%	4	-50.0%
Graffiti Complaint	0	0	N/A	3	-100.0%
Harassment	5	4	25.0%	6	-16.7%
Hazard in Roadway	4	5	-20.0%	6	-33.3%
Heart Problem C-Charles	0	1	-100.0%	1	-100.0%
Heart Problem D-David	1	1	0.0%	0	N/A
Jail GPS Checks	7	7	0.0%	11	-36.4%
Juvenile Complaint	4	0	N/A	2	100.0%
K9 Assist	0	0	N/A	1	-100.0%
Law Alarms - Burglary Panic	8	9	-11.1%	6	33.3%
Law Enforcement Medical	0	0	N/A	1	-100.0%
Lost or Found Valuables	7	4	75.0%	5	40.0%
MABAS Incident	1	0	N/A	0	N/A
Medical Assistance No Injury	4	4	0.0%	5	-20.0%
Medical Pre-Alert	3	3	0.0%	4	-25.0%
Missing Person	0	0	N/A	2	-100.0%
Motorist Assist	21	25	-16.0%	16	31.2%
Natural Gas or Propane Leak	0	0	N/A	1	-100.0%
Noise Complaint	2	4	-50.0%	3	-33.3%
Ordinance Violation	3	6	-50.0%	4	-25.0%
Overdose B-Boy	1	0	N/A	0	N/A
PNB E-Edward Response	1	0	N/A	1	0.0%
Parking Enforcement	8	9	-11.1%	15	-46.7%
Parking Request	0	3	-100.0%	2	-100.0%
Pregnancy D-David	1	0	N/A	0	N/A
Reckless Driving Complaint	17	21	-19.0%	14	21.4%
Restraining Order Tracking	1	0	N/A	1	0.0%
Retail Theft	0	0	N/A	1	-100.0%

Village of Little Chute Monthly Report – January 2023

Runaway Juvenile	2	1	100.0%	0	N/A
Scam	0	0	N/A	1	-100.0%
School Safety	18	11	63.6%	17	5.9%
Seizure A-Adam Response	1	0	N/A	0	N/A
Seizure C-Charles Response	0	1	-100.0%	0	N/A
Seizure D-David Response	0	1	-100.0%	1	-100.0%
Sex Offense	2	0	N/A	3	-33.3%
Sick A-Adam	2	3	-33.3%	3	-33.3%
Sick C-Charles	3	7	-57.1%	1	200.0%
Sick D-David	1	2	-50.0%	1	0.0%
Stroke C-Charles	1	1	0.0%	1	0.0%
Structure Fire Smoke or Flame	1	0	N/A	2	-50.0%
Suspicious Incident	13	13	0.0%	3	333.3%
Suspicious Person	2	3	-33.3%	4	-50.0%
Suspicious Vehicle	7	10	-30.0%	15	-53.3%
Testing Only	0	0	N/A	1	-100.0%
Theft Complaint	6	8	-25.0%	7	-14.3%
Theft of Automobile Complaint	1	1	0.0%	1	0.0%
Traffic Enforcement	8	2	300.0%	4	100.0%
Traffic Stop	223	158	41.1%	80	178.8%
Transport	1	0	N/A	0	N/A
Transport Accident B-Boy	0	0	N/A	1	-100.0%
Transport Accident D-David	0	0	N/A	1	-100.0%
Traumatic Injuries A-Adam	1	0	N/A	1	0.0%
Traumatic Injuries D-David	0	0	N/A	1	-100.0%
Trespassing	0	0	N/A	1	-100.0%
Truancy	1	1	0.0%	0	N/A
Unconscious D-David	3	2	50.0%	2	50.0%
Unknown Odor in Structure	1	0	N/A	1	0.0%
Unknown Problem D-David	1	0	N/A	0	N/A
Unlocked or Standing Open Door	5	0	N/A	3	66.7%
Vacant House Check	0	1	-100.0%	2	-100.0%
Vehicle Accident	15	28	-46.4%	16	-6.2%
Vehicle Lockout	4	6	-33.3%	9	-55.6%
Violation of Court Order	1	0	N/A	1	0.0%
Wanted Person or Apprehension	0	1	-100.0%	0	N/A
Weapon Violation	1	1	0.0%	0	N/A
Welfare Check	23	39	-41.0%	44	-47.7%





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
 - Summer Library Program Workshop
 - Outagamie Waupaca Library System Conference
- Training for new staff
- Collaboration with OWLS librarian to take over Youth Services Liaison contract in 2024
- Compiled stats for library annual report for DPI
- Evaluation of patron feedback and implementation of suggestions
- Planning supporting programs for Fox Cities Reads
- Program evaluation of partnered programs with Park and Rec
- Monthly e-newsletter started back up
- Partnership with AARP for tax packets
- Initial planning for strategic plan started
- Podcasting room painted for Green Screen use
- Podcasting equipment organized for check out use
- Follow up documentation for grants prepared
- Katherine organizing presentation for Wisconsin Public Library Conference
- Attending Library Legislative Day in Madison with Historical Society leadership
- 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
- Bricks & Brews @ Stone Arch
- Movie Showing

					2023 Library Statistics from OWLS			
	JAN	(JAN 22)	FEB	(FEB 21)	MAR	(MAR 21)	APR	(APR 21)
Physical Materials Circulation	8,617	7,961						
Physical Renewals	2,351	2,383						
Hoopla EBooks	145	151						
Hoopla Audiobooks	308	274						
Hoopla Binge Pass	2	8						
Hoopla Movies	13	15						
Hoopla Comics	17	13						
Hoopla Music	7	16						
Hoopla TV	23	14						
Overdrive E Book	733	700						
Overdrive Audiobook	585	620						
Overdrive Magazines	128	62						
ILL Loaned	1,808	1,682						
ILL Borrowed	3,666	2,677						
Public Internet Use	232	271						
Wireless Logins	1,008	747						
Door Count	4,736	3,360						
Card Holders		5048						

Date	Time	Local Event Name	Target Audience:	Group Attending (program) or Individual Participants (self-directed activity)	Format:	On-site or Off-site; blank will be treated as On-site	If group attending, then number of attendees	If recorded live, virtual event later posted for on-demand viewing, then enter number of views	If pre-recorded, then number of views	If self-directed, then number of individual participants	Method of Counting (not required)	Local Collaboration (not required)	Notes
1/1/23		Coloring Pages in children's Child (6-11)								80			
2/1/23		Coloring Pages in children's Child (6-11)								40			
1/4/2023	10	Adult Crafting Group	Adult	Group/Program	In person			4					
1/18/2023	10	Adult Crafting Group	Adult	Group/Program	In person			8					
1/25/2023	10	Adult Crafting Group	Adult	Group/Program	In person			4					
1/16/2023	6:30	Evening Book Club	Adult	Group/Program	In person			8					
1/18/2023	4:30	Bricks and Brews	Adult	Group/Program	In person	Off site	29						
1/3/2023		Homeschool Art	Child (6-11)	Group/Program	In person			18					
1/10/2023		Homeschool Art	Child (6-11)	Group/Program	In person			18					
1/17/2023		Homeschool Art	Child (6-11)	Group/Program	In person			22					
1/24/2023		Homeschool Art	Child (6-11)	Group/Program	In person			25					
1/6/2023		Comic Club						10					
1/13/2023		Comic Club						8					
1/20/2023		Comic Club						12					
1/27/2023		Comic Club						6					
1/12/23	3:30 PM	St. John: Outreach Storytime	Young Child (0-5)	Group/Program	In person	Off Site		15					
1/17/23	9:30 AM	Tiny Tulips	Young Child (0-5)	Group/Program	In person			26					
1/17/2023	6:00 PM	St. John: Outreach Event	All ages	Group/Program	In person	Off Site		160					
1/18/2023	9:30 AM	Mini Cloggers	Young Child (0-5)	Group/Program	In person			55					
1/18/2023	10:30 AM	Little Windmills	Young Child (0-5)	Group/Program	In person			30					
1/18/2023	6:00 PM	Hot Cocoa Bar: Friends	Adult	Group/Program	In person			6					
1/24/2023	9:30 AM	Tiny Tulips	Young Child (0-5)	Group/Program	In person			18					
1/25/2023	9:30 AM	Mini Cloggers	Young Child (0-5)	Group/Program	In person			40					
1/25/2023	10:30 AM	Little Windmills	Young Child (0-5)	Group/Program	In person			25					
1/26/2023	6:30 PM	Cooks & Culture: France	Adult	Group/Program	In person			10					
1/26/2023		Unboxing	Adult	Individual/Self-d	Live				8	436			
1/24/2023		Collection Promotional Vide	Adult							52			
1/6/2023		Storytime Promotional Vide	Adult							88			
1/4/2023		Collection Promotional Vide	Adult							85			
1/3/2023		Collection Promotional Vide	Adult							158			



FORESTRY DEPARTMENT

HIGHLIGHTS

- Continued work for 2023 Market on Main event.
- Mailed out summer staff return letters.
- Facility rentals for open-air parks shelters and indoor Van Lieshout Rec Center began 1/3.
- Applications for summer part-time jobs available starting 1/3 (application deadline 3/3); availability promoted on social media, dept e-newsletter, school announcements.
- Solicit sponsors for our departments Every Kids Counts Financial Assistance Program.
- Final prep for adult yoga & senior yoga programs starting this month.
- Chute-ing Stars Competitive Dance Team had three competitions. Freedom Dance Invite 1/7 they placed 1st in Kick, 2nd in Pom, and 2nd in Jazz. Kaukauna Dance Invite 1/14 they placed 1st in Kick, 2nd in Jazz, and 3rd in Poms. At state JEM Competition 1/21 they were awarded State Champions their undefeated Kick routine, and State Runners Up for their Pom routine.
- Registration for Winter/Spring Youth Dance Classes began on 1/30; starts 2/20.
- Finalize program offerings, fees, dates, descriptions, etc. for our 2023 Spring/Summer Program Book; information and pictures sent for book layout.
- Started installation of new DP1 and DP2 ballfield score booth staircases.
- Director and Program Supervisor attended WPRA Annual Conference for continuing education.
- Submitted Doyle Park Poured In Place Bid Proposal & Design/Engineering for Splash Pad.
- Received \$352.92 for 20% of 2022 Kayak Rental revenue.
- Ordered boot scrubber for Van Lieshout Recreation Center.
- Continued Zone A trimming.
- Restored and repainted all park picnic tables.
- Installed Legion and Heesakker Ice Rinks.



for
on

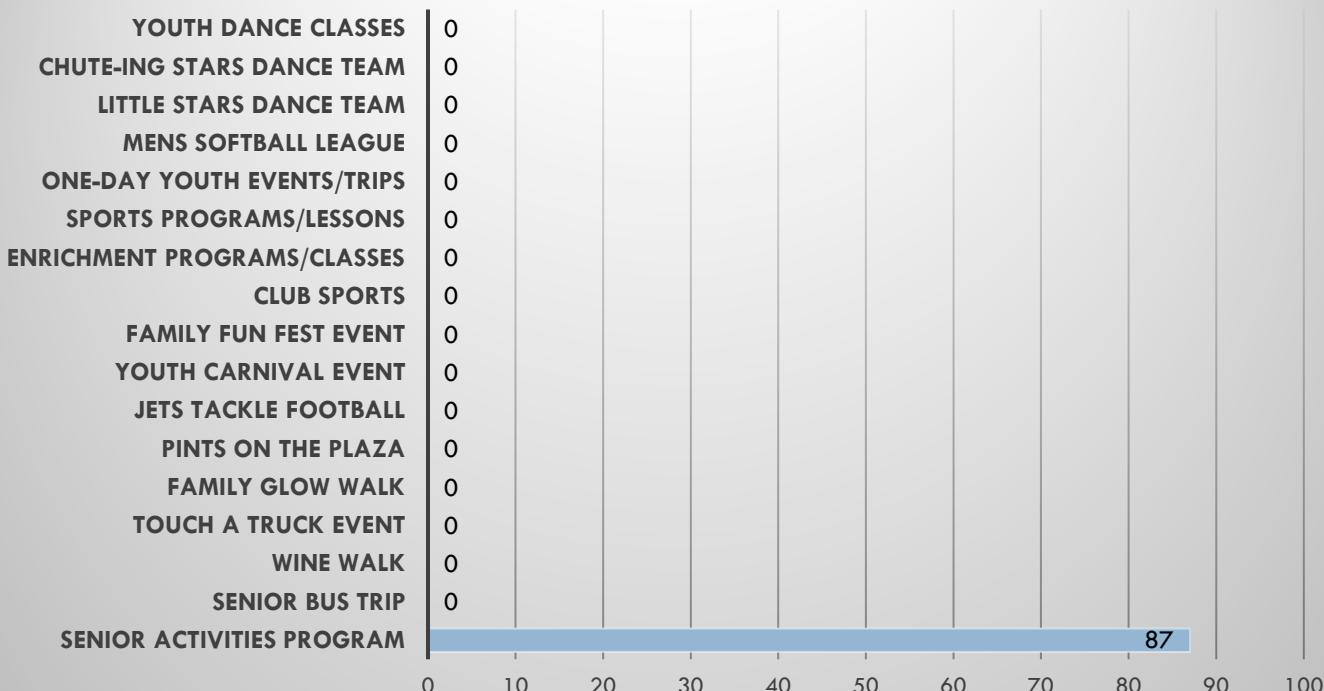


TOP PRIORITIES FOR FEBRUARY

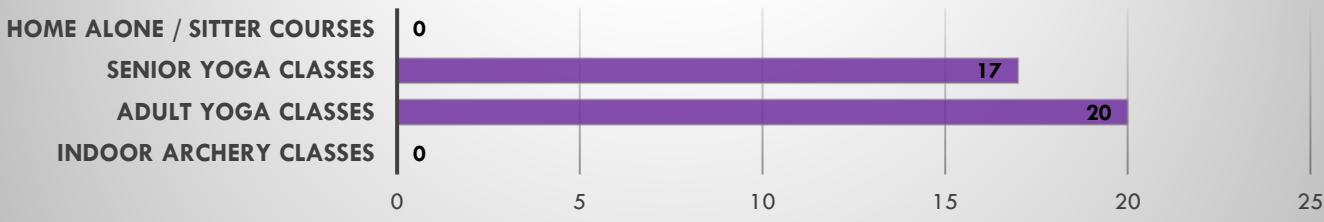
- Wrap up Zone A tree trimming.
- Collect all rehire letters and review summer staff applications.
- Install counter at Van Lieshout Recreation Center.
- Select contractor for Ash Tree Removal.
- Continue safety center updates
- Complete Finance Department FFE updates.
- Proof Spring/Summer Program Book; do final changes; send to print.
- Final prep for Youth Dance Classes which begin 2/20.
- Build spring/summer programs into RecDesk for start of registration 3/27.
- Website updates to department pages - spring/summer book, program options, forms, and pool info.
- Request street closure permit from Wis DOT for 6/3 Cheese Fest parade and walk/run on Main St.
- Submit facility request use forms to school district for CStars mtg/tryouts & summer basketball.
- Submit facility request use form to school district for Jets Football home games in fall.
- Contract jets away game buses, home game officials, and home game athletic trainer.
- Finalize contracts with entertainers for Family Fun Fest and Youth Carnival.
- Order tree saplings from DNR for Arbor Day event in early May.
- Solicit quotes for summer tee shirt program printer.



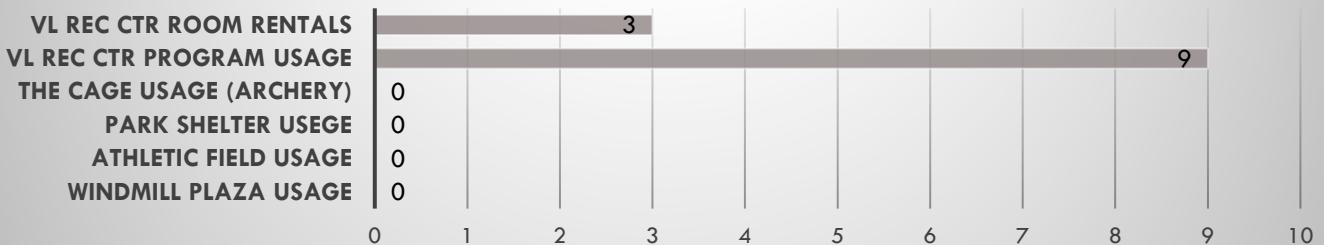
2023 Y-T-D PROGRAM PARTICIPATION



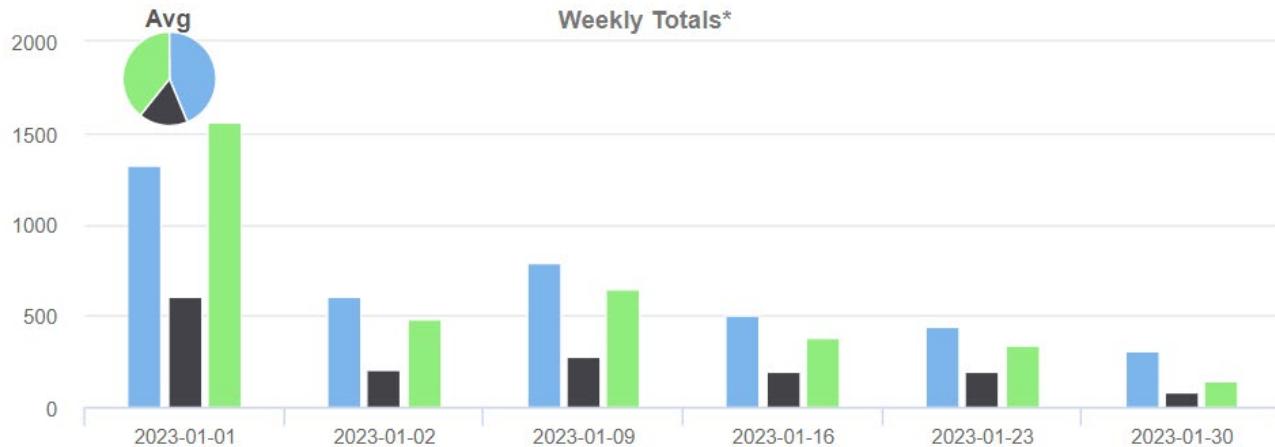
2023 Y-T-D VAN LIESHOUT REC CTR PROGRAMS



2023 Y-T-D SHELTER/FACILITY/FIELD USAGE



Trail Counter Information

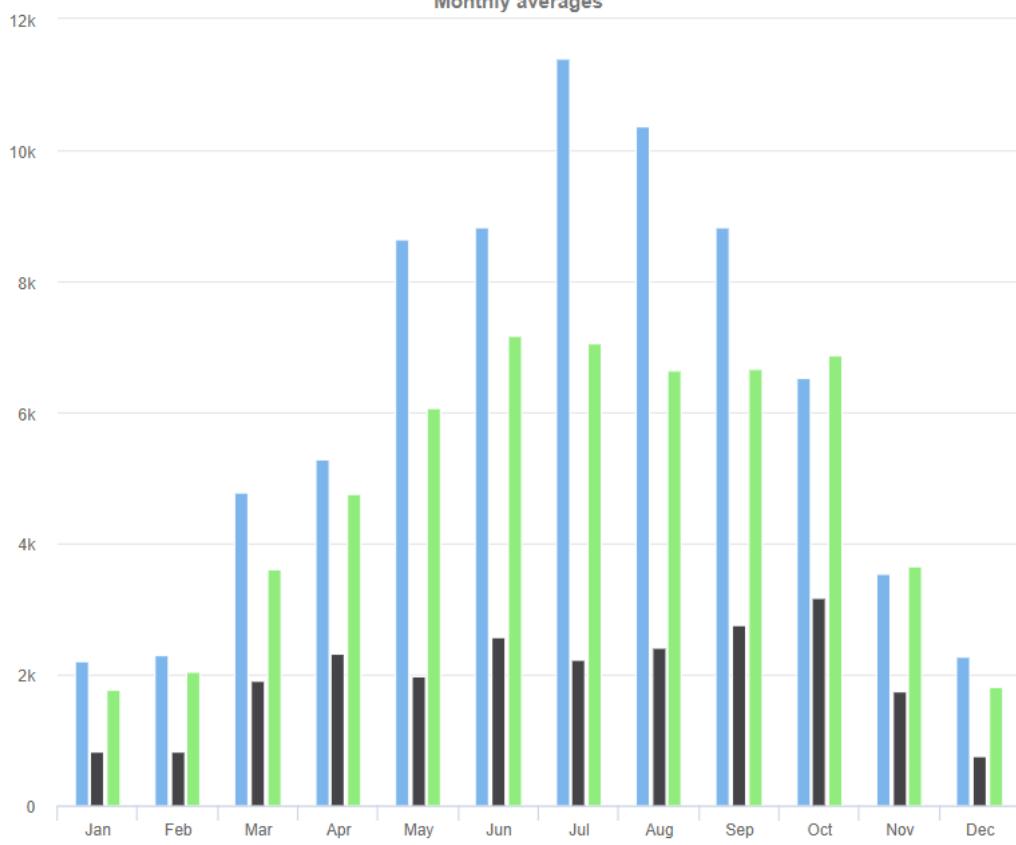


Months of the year

2012-06-15 to 2023-01-31

Monthly averages

≡



Site Name	Average	Median	STDV	Min	Max
Mill Street Bridge	6,252.3	5,913.8	3,172.0	2,198.5	11,399.3
Municipal Bridge	1,960.5	2,096.1	763.1	768.1	3,180.8
NFHC Bridge	4,845.3	5,412.0	2,082.9	1,765.5	7,182.0

Date	Mill Street Bridge	Municipal Bridge	NFHC Bridge
2023-01-01	189	86	223
2023-01-02	141	42	102
2023-01-03	37	8	20
2023-01-04	43	24	43
2023-01-05	70	16	50
2023-01-06	80	30	56
2023-01-07	117	38	117
2023-01-08	116	43	98
2023-01-09	117	39	86
2023-01-10	76	30	71
2023-01-11	89	25	49
2023-01-12	83	24	78
2023-01-13	47	22	44
2023-01-14	139	35	97
2023-01-15	234	99	220
2023-01-16	28	13	26
2023-01-17	54	21	50
2023-01-18	103	31	91
2023-01-19	61	27	29
2023-01-20	76	24	47
2023-01-21	81	38	66
2023-01-22	101	37	69
2023-01-23	63	21	39
2023-01-24	121	54	89
2023-01-25	64	15	24
2023-01-26	69	26	53
2023-01-27	15	8	22
2023-01-28	53	35	51
2023-01-29	51	37	61
2023-01-30	32	10	7
2023-01-31	57	13	35
Total	2607	971	2113

Running Total		
Mill Street Bridge	Municipal Bridge	NFHC Bridge
111748	181733	87383
Counts are 6.15.12 to present		

Department of Public Works

Monthly Report – January 2023

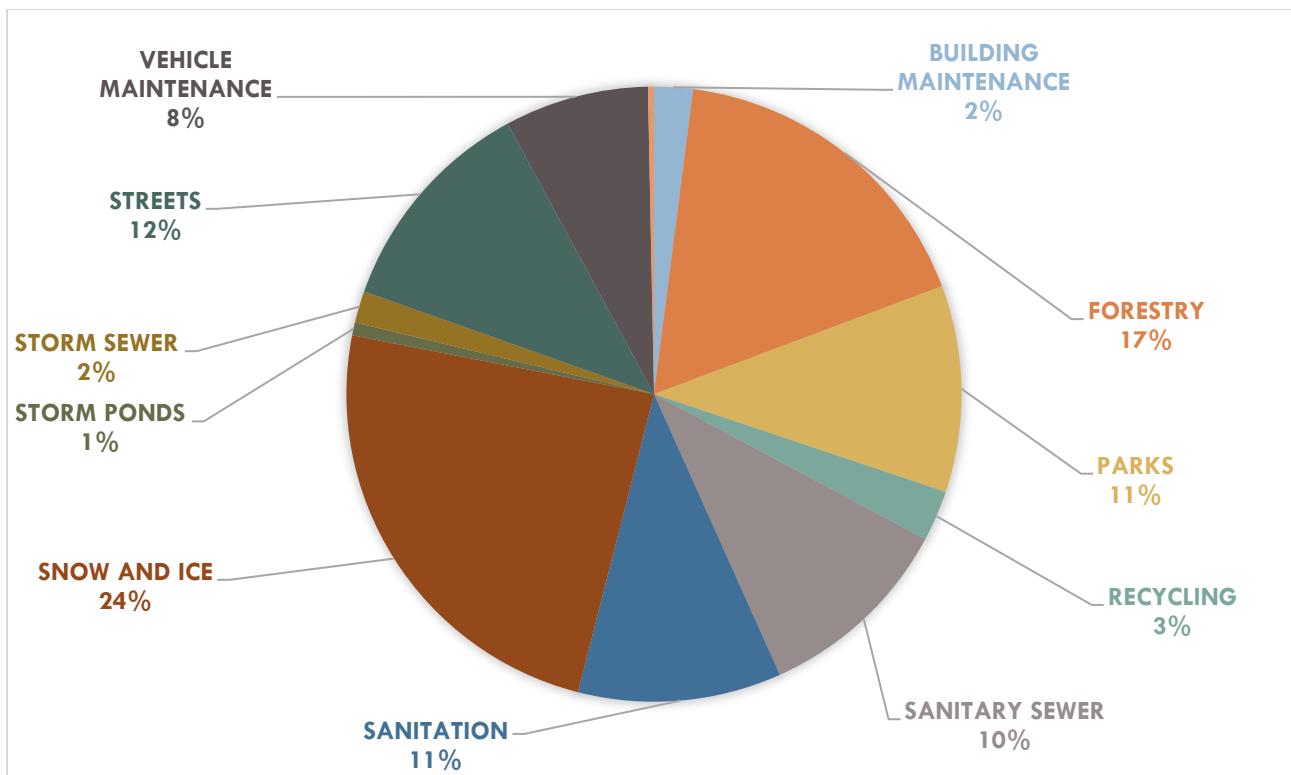
Highlights

- 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.
- Jetted 15,102 feet of sanitary sewer main line.
- Pretreated with brine when conditions allowed. Full plow three times and salted five times and salted seven times during the month.
- Installed additional railroad signage on Bohm Drive.
- Took delivery of materials for railroad spur work to be done in 2023.
- The east guardrail on French Road north of STH 96 was damaged by a hit and run, the guardrail is a Village asset, repairs were made by a contractor.
- The west guardrail at Washington Street and STH 96 was damaged by a hit and run, the guardrail is an asset of the State. Repairs were made by Outagamie County.
- Filled potholes.
- Purchased a small, covered trailer to carry pavement grinder and attachments.

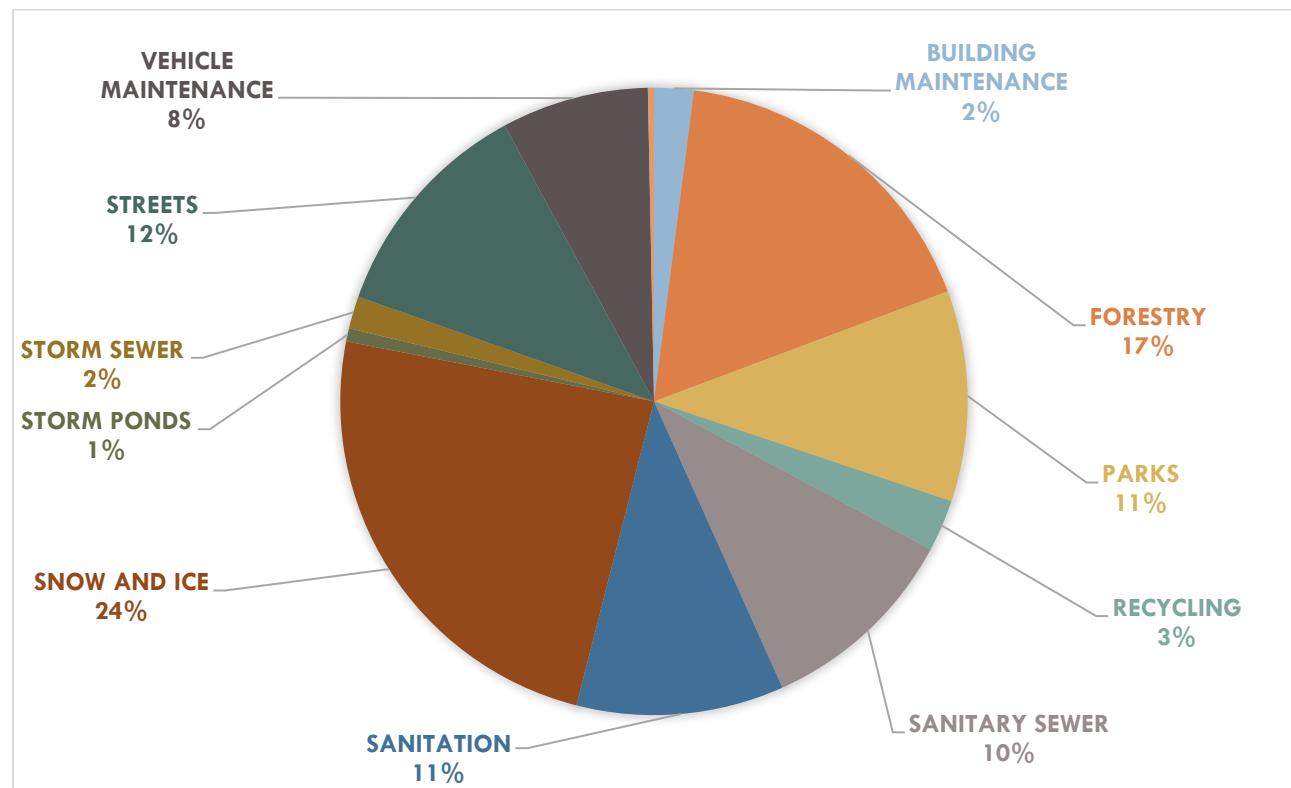
Top Priorities for February 2023

- 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.
- Submit Sara III chemical inventory to Wisconsin Department of Natural Resources (WDNR).
- Collect data for Municipal Separate Storm Sewer System (MS4) annual report to WDNR.
- Purchase and take delivery of road salt for 2023.

January 2023 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 – January 2023

In the month of January, the Village installed 18-feet of 24"x38" HE concrete culvert pipe and 14.5-feet of 12-inch PVC storm sewer pipe. These utilities were installed at Crosswinds Estates to prepare for this year's sidewalk construction.

Buchanan Street Concrete Paving & Utilities Project – Permit submittals were provided to various agencies and the Village has already received approval for all permits with the exception for the WDNR Sanitary Sewer Replacement Permit and the Railroad Permit to bore beneath the tracks. The Preliminary Engineer's Report with Plans and Project Manual were filed with the Village Clerk on January 18th with the Notice of Public Hearing published in the Times Village on January 25th. An Informational Meeting for this project was held at Village Hall on January 25th.

Randolph Drive Concrete Paving & Utilities Project – Permit submittals were provided to various agencies and the Village has already received approval for all permits with the exception for the Vandenbroek Drainage District approval. We have a meeting scheduled with the Drainage Board on February 7th to discuss the project. The Preliminary Engineer's Report with Plans and Project Manual were filed with the Village Clerk on January 18th with the Notice of Public Hearing published in the Times Village on January 25th.

Top Priorities for February 2023

Buchanan Street Concrete Paving & Utilities Project – A Public Hearing is scheduled for this project on February 8th with bidding to begin on February 9th. The bid opening is scheduled for February 23rd at 2:00PM. Our priorities will be to prepare for these deadlines while obtaining the remainder of the permits prior to the bid opening.

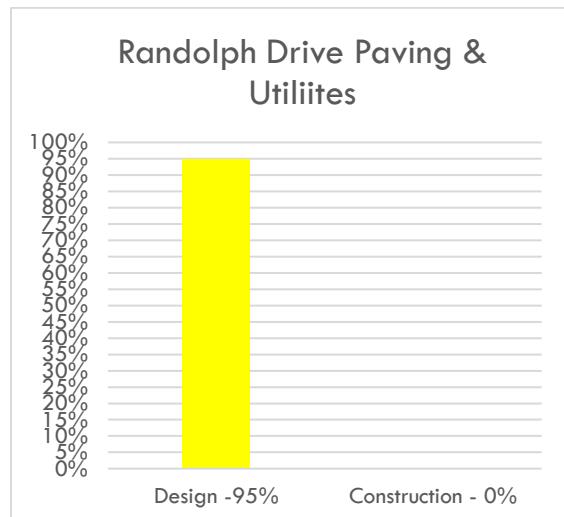
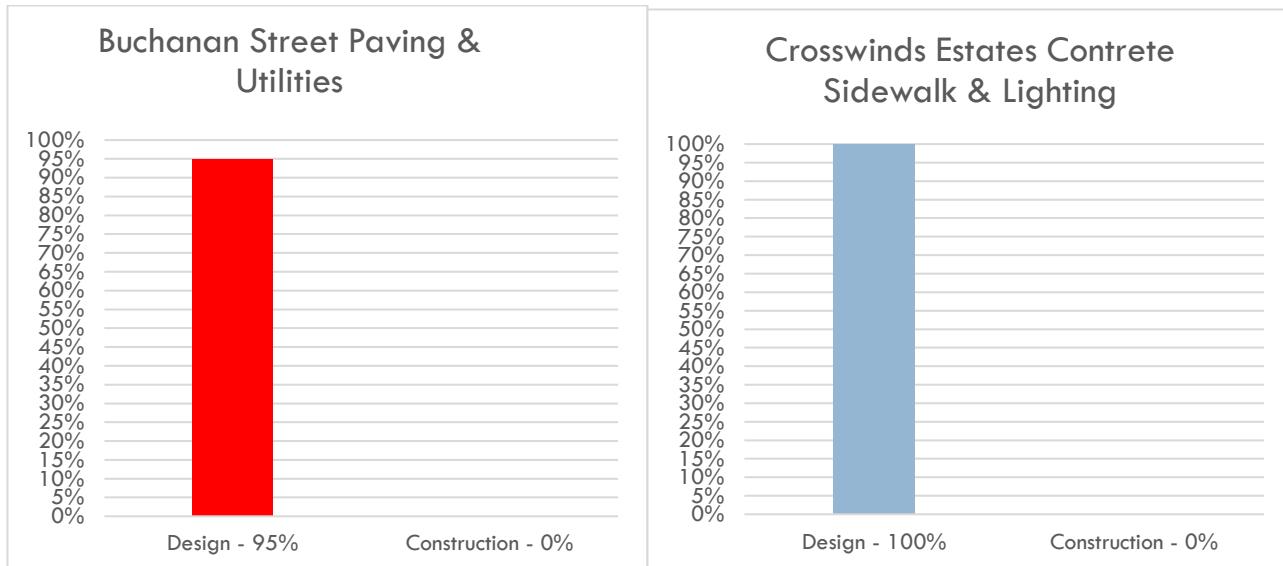
Randolph Drive Concrete Paving & Utilities Project – A Public Hearing is scheduled for this project on February 8th with bidding to begin on February 9th. The bid opening is scheduled for February 23rd at 2:00PM. Our priorities will be to prepare for these deadlines while obtaining the remainder of the permits prior to the bid opening.

Crosswinds Estates Sidewalk Installation – This project had minor culvert and storm sewer work completed in January with the installed quantities provided in the first paragraph of this report. The contract was signed by the Village and was sent to the Contractor for their signatures. This project should be ready for contractor meetings by the end of February.

Cherryvale Concrete Paving – Engineering Staff are in the process of receiving the final pay application from the Contractor. When this has been received staff will either amend the Final Engineer's Report and Final Assessment Resolution or accept these documents without change depending on the final project costs. Then the assessments costs for each property will be provided to the Finance Department for billing.

Project Closeout – Engineering staff are creating record documents and inputting this information into the GIS database. Quantities for facilities improvements and retirements will be provided to the Finance Department for their annual audit.

- CTH OO Sanitary Sewer Lining (Lamers to Bohm)
- CTH OO Water Main (Bohm to Joyce)
- Vandenbroek Pond Construction
- Main Street Turn Lanes
- Cherryvale Concrete Paving
- Railroad Quiet Zone (crosswalk sidewalk restoration is still needed)



MINUTES OF THE REGULAR BOARD MEETING OF FEBRUARY 1, 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
Kent Taylor, Director of Public Works
Dave Kittel, Community Development Director
EXCUSED: Chief Dan Meister, Fox Valley Metro Police
John McDonald, Dir. Of Parks, Rec and Forestry
Katherine Freund, LC Library Director
Tyler Claringbole, Village Attorney
Chris Murawski, Village Engineer
Laurie Decker, Village Clerk

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 January 18, 2023
2. Minutes of the Committee of the Whole of January 25, 2023
3. Disbursement List

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

Ayes 7, Nays 0 – Motion Carried

Discussion/Action – Urban Chicken Ordinance

Administrator Bernhoft presented a request from residents to allow urban chickens within the Village of Little Chute. This has been the third time the topic has been presented, staff are looking for direction from the Board if staff should proceed with drafting an ordinance to allow chickens within the Village of Little Chute. Trustee Van Deurzen asked if Administrator Bernhoft reached out to Kimberly or Kaukauna to discuss this. Administrator Bernhoft stated he had not. Trustee Van Deurzen further stated he was expecting residents to present this request not village staff. Trustee L. Van Lankvelt discussed neighboring areas that allow chickens along with permit fees. Director Kittel provided more information on how other municipalities are handling this process and requirements

for chickens. Should the board decide to pursue they would be able to decide how the permits are issued and set parameters as they see fit for the Village. Trustee Van Deurzen stated that if residents are continually interested in chickens we should investigate and look into updating the ordinance to allow chickens. Trustee B. Van Lankeldt did research into chickens and brought up several questions on raising them along with topics that need to be taken into consideration before they can be allowed in the Village. Trustee Elrick stated he has heard from a lot of residents they do not want chickens and is not in favor of staff spending time on this ordinance. Trustee L. Van Lankvelt stated he does not wish to change our ordinance on livestock in the village, we currently aren't able to enforce our ordinances as is, how would we enforce a chicken ordinance. Trustee Hietpas agreed with Trustee L. Van Lankelt and is not in favor of chickens at this time. Trustee Peerenboom agreed with Trustee Hietpas comments. President Vanden Berg stated he is also not in favor of chickens in the Village. Administrator Bernhoft requested staff have direction from the board and a motion so staff can give residents who inquire about chickens a definite answer.

Moved by Trustee Elrick seconded by Trustee L. Van Lankvelt to not move forward with an Urban Chicken Ordinance.

Ayes 6, Nays 1 (Van Deurzen) – Motion Carried

Department and Officer Reports

Department Heads and Officers provided progress reports to the Board.

Call for Unfinished Business

None

Closed Sessions:

Moved by Trustee Elrick, seconded by Trustee Van Deurzen to Enter into Closed Session at 6:23 p.m.

Ayes 7, Nays 0 – Motion Carried

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. *Village Property, Fire Station Analysis*

Moved by Trustee Elrick, seconded by Trustee Van Deurzen to Enter into Closed Session at 6:23 p.m.

Ayes 7, Nays 0 – Motion Carried

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*

Moved by Trustee Elrick, seconded by Trustee Van Deurzen to Enter into Closed Session at 6:23 p.m.

Ayes 7, Nays 0 – Motion Carried

19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Personnel Matter*

Return to Open Session

Moved by Trustee Elrick, seconded by Trustee Van Deurzen to Exit Closed Session at 8:27 p.m.

Ayes 7, Nays 0 – Motion Carried

Adjournment

Moved by Trustee Elrick, seconded by Trustee Van Deurzen Adjourn Regular Board Meeting at 8:27 p.m.

Ayes 7, Nays 0— Motion Carried

VILLAGE OF LITTLE CHUTE

By: _____
Michael R. Vanden Berg, Village President

Attest: Laurie Decker, Village Clerk

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF FEBRUARY 8, 2023

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

Roll call of Trustees

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

Roll call of Officers and Department Heads

PRESENT: David Kittel, Community Development Director
Beau Bernhoft, Village Administrator
Lisa Remiker-Dewall, Finance Director
Kent Taylor, Director of Public Works
Chris Murawski, Village Engineer

Public Appearance for Items Not on the Agenda

None

Public Hearing – Concrete Paving & Utility Construction, Buchanan St. & Randolph Dr

Moved by Trustee Elrick, seconded by Trustee L. Van Lankvelt to enter Public Hearing.
Ayes 7, Nays 0—Motion Carried

Civil Engineering Technician Kris Lyons presented the public hearing for special assessments regarding utility and paving improvements on Randolph Drive and Buchanan Street. The full presentation can be found on the Village Website or by clicking [HERE](#). Weekly updates will also be available on the village website under Road Projects. Engineer Murawski clarified the quantity and costs shown now are based on estimates, the final Engineers report with the bids will contain final numbers from the contractor and an amended Engineers report will be filed if costs change.

Moved by Trustee Van Deurzen, seconded by Trustee L. Van Lankvelt to exit Public Hearing.
Ayes 7, Nays 0—Motion Carried

Discussion/Action – Buchanan Project Cost Adjustment

Engineer Murawski presented final costs from the County on the Buchanan Project. There was an increase in material costs from the original estimate done in February of 2022, resulting in a budget adjustment of \$10,829. Trustee Elrick asked if the County had plans for this project. Engineer Murawski stated the County had someone on site.

Moved by Trustee Elrick, seconded by Trustee B. Van Lankveldt to approve the budget adjustment for \$10,829 as presented.

Roll Call Vote

Michael Vanden Berg	Aye
James Hietpas	Aye
Larry Van Lankvelt	Aye

Don Van Deurzen	Aye
Bill Peerenboom	Aye
Brian Van Lankveldt	Aye
John Elrick	Aye

Ayes 7, Nays 0 – Motion Carried

Unfinished Business

None

Items for Future Agenda

None

Adjournment

Moved by Trustee Van Deurzen seconded by Trustee L. Van Lankveldt Adjourn the Committee of the Whole meeting at 6:23 p.m

Ayes 7, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE

By: _____
Michael R. Vanden Berg, Village President

Attest: _____
Laurie Decker, Village Clerk

VILLAGE OF LITTLE CHUTE

RESOLUTION NO. 5, SERIES OF 2023

A RESOLUTION APPROVING A CSM TO COMBINE 2 LOTS FOR SPIRIT INVESTMENT LLC

WHEREAS, Spirit Investments LLC as owner of Parcel #260400523 and 26040522 have presented a Certified Survey Map to the Village of Little Chute Board of Trustees as prepared by Keith Walenski a registered land surveyor; and

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

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

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

1. That the Certified Survey Map attached hereto (photocopy), be and the same is hereby approved; and
2. That the Village President, Village Clerk, and Finance Director, upon full payment of, if applicable, all fees, taxes, and special assessments are directed to execute signatures on behalf of the Village of Little Chute upon the Certified Survey Map documents as required.
3. Any future changes to these property lines will be in compliance with Local ordinance, Public Service Commission and DNR rules and regulations.

Date introduced, approved and adopted: February 15, 2023

VILLAGE OF LITTLE CHUTE:

By: _____
Michael R. Vanden Berg, Village President

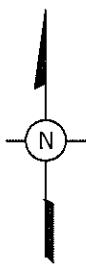
Attest:

Laurie Decker, Village Clerk

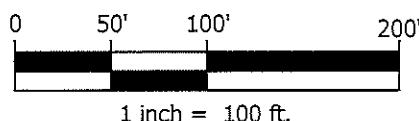
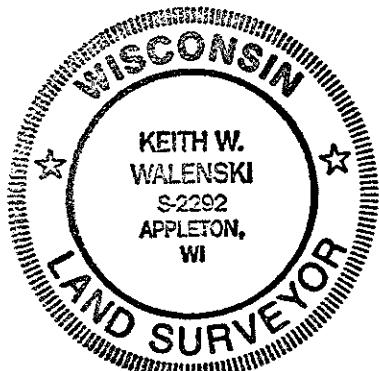
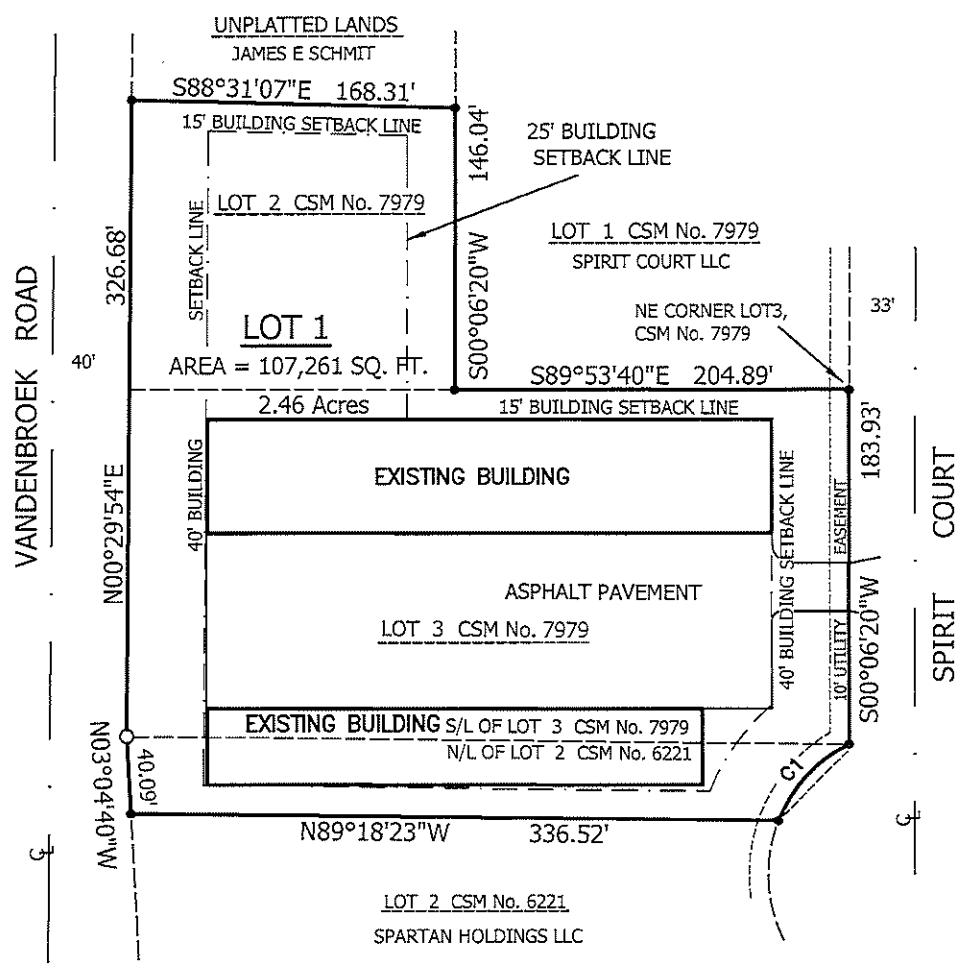
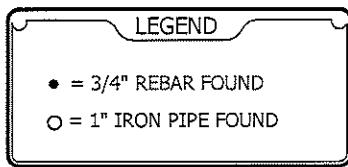
OUTAGAMIE COUNTY CERTIFIED SURVEY MAP

Lots 2 and 3 of Certified Survey Map No. 7979, recorded as Document No. 2208321, and the North 40.00 feet of Lot 2 of Certified Survey Map No. 6221, recorded as Document No. 1891171, being part of the Northwest 1/4 of the Northeast 1/4 of Section 16, T21N, R18E, Village of Little Chute, Outagamie County, Wisconsin.

FOR: Spirit Investments, LLC
502 Maple Drive
Appleton, WI 54913



Bearings are referenced to the recorded CSM No. 7979.



OUTAGAMIE COUNTY CERTIFIED SURVEY MAP

SURVEYOR'S CERTIFICATE

I, Keith W. Walenski, Professional Wisconsin Land Surveyor, certify that I have surveyed, combined and mapped Lots 2 and 3 of Certified Survey Map No. 7979, recorded as Document No. 2208321, and the North 40.00 feet of Lot 2 of Certified Survey Map No. 6221, recorded as Document No. 1891171, being part of the Northwest 1/4 of the Northeast 1/4 of Section 16, T21N, R18E, Village of Little Chute, Outagamie County, Wisconsin.

That I have made such survey, map and land combination as shown hereon, under the direction of Spirit Investments, LLC.

That this map is a correct representation of the exterior boundary lines of the land surveyed and the combination of that land.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Subdivision Ordinances of the Village of Little Chute in surveying, combining and mapping the same.

Keith W. Walenski 1-20-2022
Keith W. Walenski PLS - 2292

Date

VILLAGE BOARD APPROVAL

This Certified Survey Map as surveyed and mapped has been reviewed and approved by the Village Board of Little Chute, Outagamie County, Wisconsin

on this _____ day of _____ 2023.

Village Representative

Village Clerk

TREASURER'S CERTIFICATE

I do hereby certify that there are no unpaid taxes or unpaid special assessments on any of the lands included in this Certified Survey Map.

Outagamie County Treasurer

Date

Village Treasurer

Date

LIMITED LIABILITY COMPANY OWNER'S CERTIFICATE

Spirit Investments LLC., a limited liability company duly organized and existing under and by the virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described to be surveyed, combined and mapped as shown and represented hereon. Spirit Investments LLC., does further certify that this Certified Survey Map is required by S.236.10 or S.236.12 of the Wisconsin Statutes be submitted to the Village of Little Chute for approval or objection.

Dated this _____ day of _____, 2023.

Representative

Date

State of Wisconsin) ss
Outagamie County)

Personally came before me this _____ day of _____, 2023, the above named person to me known to be a Spirit Investments LLC. representative who executed the foregoing instrument and acknowledged the same.

Notary Public

My commission expires _____

VILLAGE OF LITTLE CHUTE
RESOLUTION NO. 6, SERIES OF 2023
A RESOLUTION APPROVING A CSM FOR 3600 FREEDOM RD

WHEREAS, Thiel Investments LLC as owner of Parcel #260451910 with Dana Vosters and Jason Wilkinson as owners of Parcel #260433100 have presented a Certified Survey Map to the Village of Little Chute Board of Trustees as prepared by Matthew C.. Reider a registered land surveyor; and

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

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

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

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

Date introduced, approved and adopted: February 15, 2023

VILLAGE OF LITTLE CHUTE:

By: _____
Michael R. Vanden Berg, Village President

Attest:

Laurie Decker, Village Clerk

CERTIFIED SURVEY MAP NO.

BEING ALL OF OUTLOT 3 OF LITTLE CHUTE NORTH ESTATES AND ALL OF OUTLOT 1 OF CERTIFIED SURVEY MAP NO. 7805 AS RECORDED IN DOCUMENT NO. 21717571, LOCATED IN AND BEING PART OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4, ALL IN SECTION 10, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

LEGEND:

- =3/4" X 18" ROUND IRON REBAR SET, WEIGHING 1.502 LBS. PER LIN. FT
- ◎=EXISTING 3/4" SOLID ROUND IRON REBAR
- =EXISTING MAG NAIL FOUND
- =EXISTING 2" I.D. ROUND IRON PIPE

NORTH IS REFERENCED TO THE WEST LINE OF THE SOUTHWEST 1/4 OF SECTION 10, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN, WHICH BEARS N00°11'16"E PER THE WISCONSIN COUNTY COORDINATE SYSTEM (OUTAGAMIE COUNTY)

HAMMEN CT (60')

CURVE TABLE:						
CURV	RADIUS	CENTRAL ANGLE	ARC LENGTH	CHORD BEARING	CHORD LENGTH	TANGENT BEARING
C1	246.73	6°27'58"	27.84	N72°43'25"W	27.83	N75°57'24"W N69°29'26"W
C2	306.73	20°28'58"	109.65	N79°40'55"W	109.07	N69°26'26"W N89°55'24"W

FREEDOM RD. (C.T.H. "N") (WIDTH VARIES)

WEST LINE OF THE SOUTHWEST 1/4 OF SECTION 10-21-18
WEST 1/4 CORNER OF SECTION 10-21-18

277.24'

45'

2632.57'

1316.46'

N00°11'16"E

55' HIGHWAY SETBACK PER PLAT

LOT 2

282.631 SQ.FT.
[6.4883 ACRES]

NOTE(S):
1. SEE SHEET 4 OF 4 FOR ADDITIONAL NOTES
2. REGIONAL FLOOD ELEVATION 717.27 PER FLOOD STUDY

DOC. NO. 1920410

10' UTILITY EASEMENT PER

DOC.#1187556

442.67'

N89°48'44"E

50.00'

SOUTHWEST CORNER OF SECTION 10-21-18

MATTHEW C. REIDER, PLS-3245 DATED
CAROW LAND SURVEYING CO., INC.

615 N. LYNNDALE DR., APPLETON, WI 54914

PHONE: (920)731-4168

A1803.20(OL3)-22 DATED:2-6-2023

DRAFTED BY:MCR

MAPLE DRIVE (60')

30'

30'

30'

30'

UNPLATTED LANDS
LILITH & JOSEPH
VERHAGEN

UNPLATTED LANDS
LAURA WELLS

UNPLATTED LANDS
JEREMY VANSTRATEN

116.62' N00°04'36"E

44.55'

N89°55'25"W

343.39

33,907 SQ.FT.
[0.7784 ACRES]

HOUSE

GARAGE

DOC. NO. 1920410

ENT/EXIT

C1

C2

44.55'

218.24'

6.95'

S49°09'35"W

GRAPHIC SCALE:

1" = 100'

Disbursement List - February 15, 2023

Payroll & Payroll Liabilities - February 2, 2023	\$240,772.41
Prepaid Invoices - January 28, 2023	\$82,501.00
Prepaid Invoices - February 3, 2023	\$93,277.03
Prepaid Invoices - February 10, 2023	\$2,828,052.44

Utility Commission-

CURRENT ITEMS

Bills List - February 15, 2023	\$63,713.97
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Total Payroll, Prepaid & Invoices	\$3,308,316.85
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The above payments are recommended for approval:

Rejected: _____

Approved February 15, 2023

Michael R Vanden Berg, Village President

Laurie Decker, Clerk

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
MCCLONE (4766)							
8520	Invoi	1st QTR WORKERS COMP	17,365.00	Open	Non	01/23	101-51900-230
8520	Invoi	1st QTR WORKERS COMP	157.00	Open	Non	01/23	206-55110-230
8520	Invoi	1st QTR WORKERS COMP	15,655.00	Open	Non	01/23	207-52120-230
8520	Invoi	1st QTR WORKERS COMP	1,680.00	Open	Non	01/23	610-53614-230
8520	Invoi	1st QTR WORKERS COMP	900.00	Open	Non	01/23	620-53924-230
8520	Invoi	1st QTR WORKERS COMP	2,648.00	Open	Non	01/23	630-53444-230
8520	Invoi	1st QTR WORKERS COMP	1,655.00	Open	Non	01/23	201-53620-230
8520	Invoi	1st QTR WORKERS COMP	1,177.00	Open	Non	01/23	204-55420-230
8520	Invoi	1st QTR WORKERS COMP	3,037.00	Open	Non	01/23	101-52250-230
8520	Invoi	1st QTR POLICE LIABILITY	4,399.00	Open	Non	01/23	207-52120-231
8520	Invoi	1st QTR GENERAL LIABILITY	6,792.00	Open	Non	01/23	101-51900-231
8520	Invoi	1st QTR GENERAL LIABILITY	175.00	Open	Non	01/23	101-52250-231
8520	Invoi	1st QTR GENERAL LIABILITY	400.00	Open	Non	01/23	201-53620-231
8520	Invoi	1st QTR GENERAL LIABILITY	284.00	Open	Non	01/23	204-55420-231
8520	Invoi	1st QTR GENERAL LIABILITY	1,050.00	Open	Non	01/23	206-55110-231
8520	Invoi	1st QTR GENERAL LIABILITY	7,313.00	Open	Non	01/23	207-52120-231
8520	Invoi	1st QTR GENERAL LIABILITY	5,982.00	Open	Non	01/23	610-53614-231
8520	Invoi	1st QTR GENERAL LIABILITY	426.00	Open	Non	01/23	620-53924-231
8520	Invoi	1st QTR GENERAL LIABILITY	956.00	Open	Non	01/23	630-53444-231
8520	Invoi	1st QTR AUTO LIABILITY	2,066.00	Open	Non	01/23	201-53620-231
8520	Invoi	1st QTR AUTO LIABILITY	1,751.00	Open	Non	01/23	101-51900-231
8520	Invoi	1st QTR AUTO LIABILITY	4,725.00	Open	Non	01/23	101-52250-231
8520	Invoi	1st QTR AUTO LIABILITY	1,189.00	Open	Non	01/23	207-52120-231
8520	Invoi	1st QTR AUTO LIABILITY	102.00	Open	Non	01/23	620-53924-231
8520	Invoi	1st QTR AUTO LIABILITY	617.00	Open	Non	01/23	630-53444-231
Total MCCLONE (4766):							
82,501.00							
Grand Totals:							
82,501.00							

Report GL Period Summary

Vendor number hash: 4766
 Vendor number hash - split: 119150
 Total number of invoices: 1
 Total number of transactions: 25

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	82,501.00	82,501.00
Grand Totals:	82,501.00	82,501.00

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
2022 TAX REFUNDS (5395)							
260291201	Invoi	2022 TAX REFUND	3,126.87	Open	Non	01/23	803-21215
260440100	Invoi	2022 TAX REFUND	796.67	Open	Non	01/23	803-21215
260440202	Invoi	2022 TAX REFUND	45.48	Open	Non	01/23	803-21215
260451500	Invoi	2022 TAX REFUND	53.13	Open	Non	01/23	803-21215
Total 2022 TAX REFUNDS (5395):			4,022.15				
2023 MISC REFUNDS (5404)							
BH949659-4 Invoi REFUND ON COURT FINE-MUST PAY WITH SDC			98.80	Open	Non	01/23	101-35101
Total 2023 MISC REFUNDS (5404):			98.80				
2023 UTILITY REFUNDS (5398)							
129150618 Invoi OVERPAYMENT-UTILITY ACCT# 1-291506-18			8.00	Open	Non	02/23	001-15000
Total 2023 UTILITY REFUNDS (5398):			8.00				
ACEK9 (5381)							
282876 Invoi ACE WATCH DOG SERVICE-1 YEAR TERM			168.00	Open	Non	13/22	207-52120-236
Total ACEK9 (5381):			168.00				
AIRGAS USA LLC (379)							
9133453172 Invoi DIGITAL COPY PROTECTION			34.92	Open	Non	13/22	620-53644-252
9133974089 Invoi OXYGEN			363.22	Open	Non	01/23	207-52120-213
Total AIRGAS USA LLC (379):			398.14				
ALL PRO CUSTOM GRAPHX (4168)							
6171 Invoi QTY 3-SAGA THREE NAVY JACKETS W/EMBROID			144.00	Open	Non	01/23	101-52200-212
6171 Invoi HELMET TAGS			90.00	Open	Non	01/23	101-52200-213
Total ALL PRO CUSTOM GRAPHX (4168):			234.00				
AMERICAN FIDELITY ASSURANCE (4885)							
D553983 Invoi FEBRUARY BILLING			2,081.00	Open	Non	02/23	101-21367
Total AMERICAN FIDELITY ASSURANCE (4885):			2,081.00				
ASTRO HYDRAULICS INC (5181)							
74323 Invoi REPAIR FLOOR JACK			169.80	Open	Non	01/23	101-53330-204
Total ASTRO HYDRAULICS INC (5181):			169.80				
AUTOMATED COMFORT CONTROLS (4980)							
32560 Invoi PREVENTATIVE MAINTENANCE AT PUMP HOUSE			35.19	Open	Non	13/22	620-53624-255
32560 Invoi PREVENTATIVE MAINTENANCE AT PUMP HOUSE			35.19	Open	Non	13/22	620-53634-255
32792 Invoi ANNUAL BILLING @ WELL HOUSES 01/01/23 - 12/3			779.00	Open	Non	01/23	620-53634-255
32792 Invoi ANNUAL BILLING @ WELL HOUSES 01/01/23 - 12/3			779.00	Open	Non	01/23	620-53624-255
Total AUTOMATED COMFORT CONTROLS (4980):			1,628.38				
AXON ENTERPRISE INC. (555)							
127322 Invoi BODY CAM STORAGE & LICENSING			633.00	Open	Non	01/23	207-52120-204
128588 Invoi BODY CAM STORAGE & LICENSING			19,042.05	Open	Non	01/23	207-52120-204
130005 Invoi TASER CARTRIDGES & BATTERY PACKS			1,025.50	Open	Non	01/23	207-52120-223

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
130468	Invoi	MOLLE MOUNT	31.30	Open	Non	01/23	207-52120-212
Total AXON ENTERPRISE INC. (555):			<u>20,731.85</u>				
BADGER METER INC (517)							
80116620	Invoi	CELLULAR ENDPOINTS	390.71	Open	Non	13/22	620-53904-214
Total BADGER METER INC (517):			<u>390.71</u>				
CELLCOM (4683)							
382758	Invoi	FVMPD CELL SERVICE- JANUARY	1,343.02	Open	Non	01/23	207-52120-203
Total CELLCOM (4683):			<u>1,343.02</u>				
CINTAS (4918)							
4144103142	Invoi	TOWELS AND UNIFORMS	11.32	Open	Non	01/23	101-53330-213
4144103142	Invoi	MATS	28.79	Open	Non	01/23	101-53330-218
Total CINTAS (4918):			<u>40.11</u>				
FASTENAL COMPANY (847)							
WIKIM281593	Invoi	HARDWARE	23.78	Open	Non	01/23	620-53634-255
Total FASTENAL COMPANY (847):			<u>23.78</u>				
FERGUSON ENTERPRISES LLC #448 #1020 (2046)							
7045653	Invoi	PVC PIPE	27.99	Open	Non	01/23	620-53634-255
7045676	Invoi	CARB TEETH	67.66	Open	Non	01/23	620-53644-221
Total FERGUSON ENTERPRISES LLC #448 #1020 (2046):			<u>95.65</u>				
FERGUSON WATERWORKS LLC #1476 (221)							
379951	Invoi	PACER #89 NOZ SEC BUSH	324.18	Open	Non	01/23	620-53644-254
Total FERGUSON WATERWORKS LLC #1476 (221):			<u>324.18</u>				
GRAINGER (2338)							
9561996894	Invoi	BRASS VALVE	363.36	Open	Non	01/23	620-53634-255
9577268379	Invoi	BRASS VALVE	181.68	Open	Non	01/23	620-53634-255
Total GRAINGER (2338):			<u>545.04</u>				
KERRY'S VROOM SERVICE INC (2013)							
9978	Invoi	OIL & FILTER CHANGE - UNIT#181	48.21	Open	Non	01/23	207-52120-247
9982	Invoi	OIL & FILTER CHANGE - UNIT#112	48.21	Open	Non	01/23	207-52120-247
Total KERRY'S VROOM SERVICE INC (2013):			<u>96.42</u>				
MARCO INC (3910)							
33281817	Invoi	MONTHLY COPIER LEASE-1493357 JANUARY 202	320.54	Open	Non	01/23	207-52120-207
Total MARCO INC (3910):			<u>320.54</u>				
MCO (2254)							
29312	Invoi	DECEMBER MILEAGE REIMBURSEMENT	459.55	Open	Non	13/22	620-53644-247

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
		Total MCO (2254):	459.55				
MIDWEST SALT LLC (5001)							
P466152	Invoi	INDUSTRIAL SOUTHERN COARSE SALT	4,256.80	Open	Non	01/23	620-53634-224
P466207	Invoi	INDUSTRIAL SOUTHERN COARSE SALT	4,209.20	Open	Non	01/23	620-53634-224
P466358	Invoi	INDUSTRIAL SOUTHERN COARSE SALT	3,920.20	Open	Non	01/23	620-53634-224
P466359	Invoi	INDUSTRIAL SOUTHERN COARSE SALT	4,110.60	Open	Non	01/23	620-53634-224
		Total MIDWEST SALT LLC (5001):	16,496.80				
OUTAGAMIE COUNTY TREASURER (486)							
127133	Invoi	2022 SPILLMAN MAINTENANCE	8,000.57	Open	Non	13/22	207-52120-204
		Total OUTAGAMIE COUNTY TREASURER (486):	8,000.57				
ROBERT E. LEE & ASSOCIATES (3446)							
83397	Invoi	2022 GIS SERVICES	11,147.00	Open	Non	13/22	101-51415-204
		Total ROBERT E. LEE & ASSOCIATES (3446):	11,147.00				
SMITH SURFACE PREPARATION SYSTEMS (5388)							
92686	Invoi	HEPA FILTRATION DUST COLLECTOR FOR SIDEW	3,734.87	Open	Non	01/23	101-53300-301
		Total SMITH SURFACE PREPARATION SYSTEMS (5388):	3,734.87				
SPEEDY CLEAN DRAIN & SEWER (122)							
78361	Invoi	WATER JET TO CLEAR ROOTS IN THE LINE	630.00	Open	Non	01/23	630-53442-204
		Total SPEEDY CLEAN DRAIN & SEWER (122):	630.00				
STAPLES ADVANTAGE (3472)							
3527928194	Invoi	BINDERS	40.31	Open	Non	01/23	101-51440-206
		Total STAPLES ADVANTAGE (3472):	40.31				
TAPCO (967)							
I745326	Invoi	CONTROLLER CABINET ASSEMBLY	14,730.00	Open	Non	01/23	101-53300-204
I745344	Invoi	REPAIR TRAFFIC SIGNALS ELM&FREEDOM	740.25	Open	Non	01/23	101-53300-204
		Total TAPCO (967):	15,470.25				
TIME WARNER CABLE (89)							
01/23 20279	Invoi	JANUARY/FEBRUARY SERVICE	116.16	Open	Non	01/23	620-53924-203
01/23 56638	Invoi	JANUARY/FEBRUARY SERVICE	12.24	Open	Non	01/23	101-52200-208
01/23 96253	Invoi	JANUARY/FEBRUARY SERVICE	143.67	Open	Non	01/23	207-52120-203
		Total TIME WARNER CABLE (89):	272.07				
USA BLUEBOOK (1117)							
224425	Invoi	SELF-PRIMING PUMP	1,498.54	Open	Non	01/23	620-53634-255
		Total USA BLUEBOOK (1117):	1,498.54				
VERIZON WIRELESS (3606)							
9925312895	Invoi	DECEMBER/JANUARY SERVICE	76.30	Open	Non	01/23	620-53924-203

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
		Total VERIZON WIRELESS (3606):	76.30				
WI DEPT OF JUSTICE-TIME (215)		455TIME-00000139 Invoi TIME SYSTEM & OFFICER SUPPORT FEE	2,046.00	Open	Non	01/23	207-52120-204
		Total WI DEPT OF JUSTICE-TIME (215):	2,046.00				
WISCONSIN DIV OF ENERGY EAP (5406)		P2991995 Invoi RETURN LIHEAP CHECK	188.00	Open	Non	01/23	101-21220
		Total WISCONSIN DIV OF ENERGY EAP (5406):	188.00				
WMCA (2348)		010123 Invoi WMCA MEMBERSHIP-DECKER	65.00	Open	Non	01/23	101-51440-208
		Total WMCA (2348):	65.00				
ZARNOTH BRUSH WORKS INC (430)		192324 Invoi WAFER BROOM REFILL #58	432.20	Open	Non	01/23	101-53330-225
		Total ZARNOTH BRUSH WORKS INC (430):	432.20				
		Grand Totals:	93,277.03				

Report GL Period Summary

Vendor number hash: 143320
 Vendor number hash - split: 162366
 Total number of invoices: 51
 Total number of transactions: 55

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	93,277.03	93,277.03
Grand Totals:	93,277.03	93,277.03

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
ACCURATE ALIGNMENT & FRAME (1167)							
2300288	Invoi	REPLACE TIE RODS & SPRINGS #6	2,730.66	Open	Non	01/23	101-53330-204
Total ACCURATE ALIGNMENT & FRAME (1167):			2,730.66				
ADVANCE CONSTRUCTION INC (5178)							
2022007-1	Invoi	2022 SANITARY & WATERMAIN REPLACEMENT	5,393.80	Open	Non	13/22	610-51230-263
2022007-1	Invoi	2022 SANITARY & WATERMAIN REPLACEMENT	4,186.99	Open	Non	13/22	620-51229-263
Total ADVANCE CONSTRUCTION INC (5178):			9,580.79				
AMPLITEL TECHNOLOGIES (4637)							
20847	Invoi	MONTHLY BACK-UP,MANAGED SERVICES, OFFIC	3,804.00	Open	Non	01/23	207-52120-204
20847	Invoi	MULTI-FACTOR AUTHENTICATION FROM DUO-JA	119.00	Open	Non	01/23	207-52120-204
20847	Invoi	MONTHLY ANTIVIRUS, DROPSUITE-JAN	332.00	Open	Non	01/23	207-52120-240
20992	Invoi	ANTIVIRUS, OFFICE 365, EXCHANGE ONLINE, DU	1,471.00	Open	Non	02/23	404-57190-208
20992	Invoi	MONTHLY MANAGED SERVICES-FEB	3,433.00	Open	Non	02/23	404-57190-204
Total AMPLITEL TECHNOLOGIES (4637):			9,159.00				
APPLETON AREA SCHOOL DISTRICT (868)							
020923	Invoi	FEBRUARY TAX SETTLEMENT	48,445.36	Open	Non	02/23	803-23150
Total APPLETON AREA SCHOOL DISTRICT (868):			48,445.36				
BEECHER, JON (5407)							
011223	Invoi	TWO EIGHTY GALLON FUEL TANKS	1,300.00	Open	Non	01/23	101-53330-217
Total BEECHER, JON (5407):			1,300.00				
EHLERS INVESTMENT PARTNERS LLC (1425)							
JANUARY 2023	Invoi	JANUARY INVESTMENT MANAGEMENT	226.02	Open	Non	01/23	610-53614-229
JANUARY 2023	Invoi	JANUARY INVESTMENT MANAGEMENT	113.01	Open	Non	01/23	620-53924-229
JANUARY 2023	Invoi	JANUARY INVESTMENT MANAGEMENT	406.83	Open	Non	01/23	630-53444-229
JANUARY 2023	Invoi	JANUARY INVESTMENT MANAGEMENT	169.52	Open	Non	01/23	300-57331-229
JANUARY 2023	Invoi	JANUARY INVESTMENT MANAGEMENT	214.70	Open	Non	01/23	101-51780-229
Total EHLERS INVESTMENT PARTNERS LLC (1425):			1,130.08				
EIS IMPLEMENT INC (4953)							
243613	Invoi	DOOR #36	1,178.37	Open	Non	01/23	101-53330-225
Total EIS IMPLEMENT INC (4953):			1,178.37				
FOX VALLEY TECHNICAL COLLEGE (1775)							
020923	Invoi	FEBRUARY TAX SETTLEMENT	238,759.45	Open	Non	02/23	803-23150
Total FOX VALLEY TECHNICAL COLLEGE (1775):			238,759.45				
HEART OF THE VALLEY (280)							
020623MP	Invoi	JANUARY HOV METER PAYABLE	7,155.00	Open	Non	01/23	610-21110
Total HEART OF THE VALLEY (280):			7,155.00				
HEART OF THE VALLEY CHAMBER (996)							
18612	Invoi	MEMBERSHIP INVESTMENT-2/1/23-1/31/2024	340.00	Open	Non	01/23	101-56700-208

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
		Total HEART OF THE VALLEY CHAMBER (996):	340.00				
		HERRLING CLARK LAW FIRM LTD (208)					
4Q/22 131-10Q	Invoi	LEGAL MATTERS	1,730.50	Open	Atto	13/22	101-51110-262
4Q/22 131-10Q	Invoi	FVMPD LEGAL MATTERS	729.00	Open	Atto	13/22	207-52120-262
4Q/22 131-10Q	Invoi	TID 6	1,863.00	Open	Atto	13/22	416-57600-262
4Q/22 131-10Q	Invoi	TID 8	526.50	Open	Atto	13/22	418-57800-262
4Q/22 131-10Q	Invoi	CONSTRUCTION FUND	162.00	Open	Atto	13/22	452-57331-262
4Q/22 131-10Q	Invoi	SEWER	40.50	Open	Atto	13/22	610-53614-262
4Q/22 131-10Q	Invoi	PARK IMPROVEMENT	243.00	Open	Atto	13/22	420-59000-260
4Q/22 131-47Q	Invoi	STORM	70.00	Open	Atto	13/22	630-53444-262
4Q/22 131-60Q	Invoi	TID 7	121.50	Open	Atto	13/22	417-57700-262
4Q/22 132-01M	Invoi	TRAFFIC MATTERS	7,451.34	Open	Atto	13/22	101-51110-262
		Total HERRLING CLARK LAW FIRM LTD (208):	12,937.34				
		KAUKAUNA AREA SCHOOL DISTRICT (235)					
020923	Invoi	FEB TAX SETTLEMENT	470,679.62	Open	Non	02/23	803-23150
		Total KAUKAUNA AREA SCHOOL DISTRICT (235):	470,679.62				
		LITTLE CHUTE AREA SCHOOL DIST (265)					
020923	Invoi	FEBRUARY TAX SETTLEMENT	1,419,257.71	Open	Non	02/23	803-23150
		Total LITTLE CHUTE AREA SCHOOL DIST (265):	1,419,257.71				
		MATTHEWS TIRE & SERVICE CENTER (768)					
293332	Invoi	4 NEW TIRES ON SQUAD #181	760.48	Open	Non	01/23	207-52120-247
		Total MATTHEWS TIRE & SERVICE CENTER (768):	760.48				
		MENARDS - APPLETON EAST (319)					
30782	Invoi	METAL GAS CAN	49.99	Open	Non	02/23	620-53644-221
		Total MENARDS - APPLETON EAST (319):	49.99				
		MILLIMAN INC (3464)					
038LCH0123	Invoi	PREPARATION OF GASB 75 REPORT	4,300.00	Open	Non	13/22	101-51900-105
		Total MILLIMAN INC (3464):	4,300.00				
		OUTAGAMIE COUNTY TREASURER (486)					
020923	Invoi	FEBRUARY TAX SETTLEMENT	944,833.20	Open	Non	02/23	803-23150
020923	Invoi	SPECIALS-COUNTY	13,001.97	Open	Non	02/23	803-23150
020923	Invoi	COUNTY CREDIT CARD COLLECTIONS	370,744.63-	Open	Non	02/23	803-23150
127211	Invoi	OCTOBER INTERPRETATION CHARGES	39.75	Open	Non	13/22	207-52120-204
127218	Invoi	DECEMBER INTERPRETATION CHARGES	22.26	Open	Non	13/22	207-52120-204
		Total OUTAGAMIE COUNTY TREASURER (486):	587,152.55				
		PACKER CITY INT'L TRUCKS (403)					
X103124596:01	Invoi	HEATER CONTROL #11	49.89	Open	Non	02/23	101-53330-225
		Total PACKER CITY INT'L TRUCKS (403):	49.89				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
STONE ARCH BREWPUB INC (5408)							
020923	Invoi	SIGN FACADE GRANT	1,000.00	Open	Non	02/23	222-56700-204
Total STONE ARCH BREWPUB INC (5408):			1,000.00				
TESCH, JOE (5041)							
11/22 REIMBURSE	Invoi	REIMBURSE FOR BATTERIES	92.82	Open	Non	13/22	101-52200-218
Total TESCH, JOE (5041):			92.82				
THEDACARE (1983)							
JAN 2023 1210055	Invoi	JANUARY BLOOD DRAWS	425.00	Open	Med	01/23	207-52120-204
Total THEDACARE (1983):			425.00				
TIME WARNER CABLE (89)							
01/23 23749	Invoi	JANUARY/FEBRUARY SERVICE	219.99	Open	Non	01/23	207-52120-203
01/23 83897	Invoi	JANUARY/FEBRUARY SERVICE	61.91	Open	Non	01/23	101-52200-203
02/23 86460	Invoi	FEBRUARY/MARCH	214.16	Open	Non	02/23	101-51650-203
Total TIME WARNER CABLE (89):			496.06				
TIMES-VILLAGER (3999)							
010123-MSB	Invoi	1 YEAR RENEWAL-MSB	41.00	Open	Non	01/23	101-53100-208
Total TIMES-VILLAGER (3999):			41.00				
VON BRIESEN & ROPER S.C. (4686)							
414947	Invoi	GENERAL LABOR	189.00	Open	Atto	13/22	207-52120-262
Total VON BRIESEN & ROPER S.C. (4686):			189.00				
WE ENERGIES (2788)							
4091132585 01/23	Invoi	108 W MAIN ST	1,233.18	Open	Non	01/23	101-51650-249
4091132585 01/23	Invoi	721 W ELM DR	417.78	Open	Non	01/23	208-52900-249
4091132585 01/23	Invoi	PLANT #2 (1118 JEFFERSON ST)	296.55	Open	Non	01/23	620-53624-249
4091132585 01/23	Invoi	LC WELL #4 PUMPHOUSE (625 E EVERGREEN)	566.95	Open	Non	01/23	620-53624-249
4091132585 01/23	Invoi	CIVIC CENTER (630 MONROE ST)	1,558.10	Open	Non	01/23	206-55110-249
4091132585 01/23	Invoi	920 WASHINGTON ST	101.32	Open	Non	01/23	620-53624-249
4091132585 01/23	Invoi	1401 E ELM DR	3,916.58	Open	Non	01/23	101-53310-249
4091132585 01/23	Invoi	CROSSWINDS LED STREET LIGHTS	130.78	Open	Non	01/23	101-53300-249
4091132585 01/23	Invoi	DOYLE POOL	23.80	Open	Non	01/23	204-55420-249
4091132585 01/23	Invoi	PUMP STATION @ EVERGREEN & FRENCH	129.33	Open	Non	01/23	620-53624-249
4091132585 01/23	Invoi	200 E MCKINLEY ST-FIRE DEPT	333.51	Open	Non	01/23	101-52250-249
4091132585 01/23	Invoi	200 E MCKINLEY ST-FVMPD	500.27	Open	Non	01/23	207-52120-249
4091132585 01/23	Invoi	STREET LIGHTS	861.11	Open	Non	01/23	101-53300-249
4091132585 01/23	Invoi	PLANT #1 100 WILSON ST	591.01	Open	Non	01/23	620-53624-249
Total WE ENERGIES (2788):			10,660.27				
WI DEPT OF JUSTICE (672)							
L4504T 10/22	Invoi	OCTOBER BACKGROUND CHECKS	77.00	Open	Non	13/22	207-52120-218
L4504T 11/22	Invoi	NOVEMBER BACKGROUND CHECKS	7.00	Open	Non	13/22	207-52120-218
L4504T 12/22	Invoi	DECEMBER BACKGROUND CHECKS	98.00	Open	Non	13/22	207-52120-218
Total WI DEPT OF JUSTICE (672):			182.00				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Grand Totals:			<u>2,828,052.44</u>				

Report GL Period Summary

Vendor number hash: 65255
Vendor number hash - split: 128508
Total number of invoices: 36
Total number of transactions: 65

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	2,828,052.44	2,828,052.44
Grand Totals:	<u>2,828,052.44</u>	<u>2,828,052.44</u>

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
AMERICAN FIDELITY ASSURANCE (T00890)AWD 2163027A FLEX SPENDING FEBRUARY		1,655.72	02/23	101-21368
Total AMERICAN FIDELITY ASSURANCE (T00890)AWD:		1,655.72		
ARCHIVE SOCIAL INC 27011 SOCIAL MEDIA ARCHIVING SUBSCRIPTION		2,838.60	02/23	404-57190-208
Total ARCHIVE SOCIAL INC:		2,838.60		
ASCAP 500636518-2023 MUSIC/ENTERTAIN LICENSE FEE 2023		422.50	02/23	101-55300-204
Total ASCAP:		422.50		
ASSOCIATED APPRAISAL CONSULTANTS 166622 PROFESSIONAL SERVICES-FEBRUARY 166622 SUBSCRIPTION TO POST ASSESSMENT DATA		2,025.00 76.43	02/23 02/23	101-51530-204 101-51530-208
Total ASSOCIATED APPRAISAL CONSULTANTS:		2,101.43		
ASTRO HYDRAULICS INC 74266 REPAIR CYLINDER AND RODS #41,6,29 74266 SEAL KITS FOR PLOW CYLINDERS		3,076.20 353.58	02/23 02/23	101-53330-204 101-53330-218
Total ASTRO HYDRAULICS INC:		3,429.78		
AT&T LONG DISTANCE 02/23 845626857 DEC/JAN CHARGES 02/23 845626857 DEC/JAN CHARGES 02/23 845626857 DEC/JAN CHARGES 02/23 845626857 DEC/JAN CHARGES		3.01 5.37 12.05 .57	02/23 02/23 02/23 02/23	101-51650-203 206-55110-203 207-52120-203 620-53924-203
Total AT&T LONG DISTANCE:		21.00		
AUTOMOTIVE SUPPLY CO 60955016 SEALED BEAM #88 60955016 SEALED BEAM FOR STOCK 60955578 BATTERY #7 & #42		8.52 17.04 343.97	02/23 02/23 02/23	101-53330-225 101-53330-218 101-53330-225
Total AUTOMOTIVE SUPPLY CO:		369.53		
BATTERIES PLUS LLC P59454202 6V BATTERIES P59483285 BATTERIES P59674692 BATTERIES		59.58 6.24 63.80	02/23 02/23 02/23	610-53612-251 101-53310-218 101-53310-218
Total BATTERIES PLUS LLC:		129.62		
BAYCOM INC 42939 SERVICE AGREEMENT 01/01/23 - 12/31/23		2,740.00	02/23	101-52200-204
Total BAYCOM INC:		2,740.00		

Invoice	Description	Total Cost	Period	GL Account
CINTAS				
4144835057	TOWELS AND UNIFORMS	11.32	02/23	101-53330-213
4144835057	MATS	28.79	02/23	101-53330-218
4145520233	TOWELS AND UNIFORMS	11.32	02/23	101-53330-213
4145520233	MATS	28.79	02/23	101-53330-218
 Total CINTAS:		 80.22		
CLOUDPERMIT INC				
1153	CLOUDPERMIT ANNUAL SUBSCRIPTION	15,500.00	02/23	101-52050-204
 Total CLOUDPERMIT INC:		 15,500.00		
COUGHLAN COMPANIES LLC				
311385	BOOKS	923.52	02/23	206-55110-206
311592	BOOKS	45.50	02/23	206-55110-206
 Total COUGHLAN COMPANIES LLC:		 969.02		
DE WITT, MEGHAN				
020823	C-STARS ASSISTANT COACH PAY	400.00	02/23	101-55300-218
 Total DE WITT, MEGHAN:		 400.00		
FP FINANCE PROGRAM				
33415952	AGREEMENT 016-1584121 POSTBASE VISION-PO	140.00	02/23	101-51650-226
 Total FP FINANCE PROGRAM:		 140.00		
GARROW OIL				
JANUARY 2023	OFF ROAD DIESEL	39.53	02/23	206-55110-247
JANUARY 2023	OFF-ROAD DIESEL	186.77	02/23	101-55200-247
JANUARY 2023	OFF ROAD DIESEL	22.85	02/23	101-55440-247
JANUARY 2023	OFF ROAD DIESEL	5.71	02/23	610-53612-247
JANUARY 2023	OFF ROAD DIESEL	2.86	02/23	101-53330-217
JANUARY 2023	OFF ROAD DIESEL	94.02	02/23	101-53460-247
JANUARY 2023	OFF ROAD DIESEL	473.59	02/23	101-53330-217
 Total GARROW OIL:		 825.33		
HIETPAS, ANNA				
020823	C-STARS TEAM HELPER	50.00	02/23	101-55300-218
 Total HIETPAS, ANNA:		 50.00		
KAMS, TIA				
020423	SECURITY DEPOSIT REFUND	100.00	02/23	208-21235
 Total KAMS, TIA:		 100.00		
KERRY'S VROOM SERVICE INC				
9984	OIL & FILTER CHANGE - UNIT#121	48.21	02/23	207-52120-247
9992	OIL & FILTER CHANGE - UNIT#113	48.21	02/23	207-52120-247
 Total KERRY'S VROOM SERVICE INC:		 96.42		

Invoice	Description	Total Cost	Period	GL Account
KLINK HYDRAULICS LLC 27493 COUPLER #7		15.62	02/23	101-53330-225
Total KLINK HYDRAULICS LLC:		15.62		
KOEBE, DONNA 020323 WPRA CONFERENCE MEAL REIMBURSEMENT		57.00	02/23	101-55300-201
Total KOEBE, DONNA:		57.00		
KRAMER AND RIDGE CO 001-216913 HAND SOAP		91.80	02/23	101-53310-218
Total KRAMER AND RIDGE CO:		91.80		
LE NOBLE, ROBIN 020523 SECURITY DEPOSIT REFUND		100.00	02/23	208-21235
Total LE NOBLE, ROBIN:		100.00		
LEXISNEXIS RISK DATA MANAGEMENT INC 1686177-20230131 JANUARY 2023 MINIMUM COMMITMENT		106.09	01/23	101-51680-204
Total LEXISNEXIS RISK DATA MANAGEMENT INC:		106.09		
LYONS, KRIS 020223 REIMBURSE MILEAGE FOR NASECA TRAINING		151.96	02/23	630-53444-201
Total LYONS, KRIS:		151.96		
MADISON NATIONAL LIFE 1542893 MARCH LIFE & ADD 1542893 MARCH LTD		331.41 884.34	02/23 02/23	101-21391 101-21385
Total MADISON NATIONAL LIFE:		1,215.75		
MCDONALD, JOHN 020223 WPRA CONFERENCE MEAL REIMBURSEMENT		21.00	02/23	101-55300-201
Total MCDONALD, JOHN:		21.00		
MEMORIES ANTIQUE MALL AND AUCTION HOUSE 119 MOVIES		73.60	02/23	206-55110-210
Total MEMORIES ANTIQUE MALL AND AUCTION HOUSE:		73.60		
MENARDS - APPLETON EAST 32648 PAINT FOR FLOOR OF TRAILER 33159 LED SPOTLIGHT 33236 EIGHT FOOT STEP LADDER		232.97 31.97 78.22	02/23 02/23 02/23	101-53330-225 610-53612-251 101-55200-221
Total MENARDS - APPLETON EAST:		343.16		
MGD INDUSTRIAL CORP 212238 BATTERY COVER & MISC PARTS #58 & 231 212238 WHEEL WEIGHTS AND PARTS FOR PLOW		6.05 293.02	02/23 02/23	101-53330-225 101-53330-218

Invoice	Description	Total Cost	Period	GL Account
Total MGD INDUSTRIAL CORP:		299.07		
MIDWEST TAPE LLC 503312239 DIGITAL BOOKS		1,121.90	02/23	206-55110-208
Total MIDWEST TAPE LLC:		1,121.90		
MORRILL, BRYNN 020823 C-STARS TEAM HELPER		50.00	02/23	101-55300-218
Total MORRILL, BRYNN:		50.00		
NASSCO INC 6257789 CLEANING GLOVES 6257789 CLEANING GLOVES		44.92 14.98	02/23 02/23	101-55200-222 208-52900-222
Total NASSCO INC:		59.90		
NEWS PUBLISHING CO INC BE121914 GREENHOUSES AD BE121915 LF LIBRARY AD BE121916 SHERIDAN CT AD BE122962 LF LIBRARY AD BE122963 GREENHOUSES AD BE124051 LIQUOR LICENSES BE124946 PUBLIC HEARING-BUCHANAN, RANDOLPH		56.05 56.05 40.46 45.28 45.28 34.89 92.25	02/23 02/23 02/23 02/23 02/23 02/23 02/23	101-51650-207 101-51650-207 101-51650-207 101-51650-207 101-51650-207 101-51650-207 101-51650-207
Total NEWS PUBLISHING CO INC:		370.26		
NORTHCENTRAL UTILITY OF WI LLC CMK198606 RETURNED MERCHANDISE K198523 LIGHT #41		125.00- 125.00	02/23 02/23	101-53330-225 101-53330-225
Total NORTHCENTRAL UTILITY OF WI LLC:		.00		
OGDEN, ADELE 020823 C-STARS TEAM HELPER		50.00	02/23	101-55300-218
Total OGDEN, ADELE:		50.00		
OUTAGAMIE COUNTY TREASURER 28085 JANUARY SANITATION FEES JANUARY 2023 JANUARY COURT FINES		12,950.94 460.00	02/23 01/23	201-53620-204 101-35101
Total OUTAGAMIE COUNTY TREASURER:		13,410.94		
OUTAGAMIE WAUPACA LIBRARY SYSTEM 4081 2023 WPLC DIGITAL BUYING POOL SHARES FOR 4081 MICROSOFT 365 LICENSES JAN - JUN		3,129.75 48.00	02/23 02/23	206-55110-208 206-55110-209
Total OUTAGAMIE WAUPACA LIBRARY SYSTEM:		3,177.75		
SCHMITT, AMANDA 012923 SECURITY DEPOSIT REFUND		100.00	02/23	208-21235

Invoice	Description	Total Cost	Period	GL Account
Total SCHMITT, AMANDA:		100.00		
SEIDLER, JAYMES 01/23 REIMBURSE- REIMBURSE FOR IBC CODE MANUAL		84.40	02/23	101-52050-208
Total SEIDLER, JAYMES:		84.40		
SLATER, PAULA 020823 C-STARS COSTUME ASSISTANCE		100.00	02/23	101-55300-218
Total SLATER, PAULA:		100.00		
SMITH, MISSY 012823 SECURITY DEPOSIT REFUND		100.00	02/23	208-21235
Total SMITH, MISSY:		100.00		
SPLENDID CLEANING SERVICE LLC 13026 MONTHLY CLEANING-METRO 13026 MONTHLY CLEANING-LCFD 13027 MONTHLY CLEANING-LIBRARY 13028 MONTHLY CLEANING-MSB BUILDING 13029 MONTHLY CLEANING-VILLAGE HALL 13032 VAN LIESHOUT REC CENTER CLEANING		950.00 239.00 1,425.00 595.00 1,850.00 75.00	02/23 02/23 02/23 02/23 02/23 02/23	207-52120-243 101-52250-243 206-55110-243 101-53310-243 101-51650-243 208-52900-204
Total SPLENDID CLEANING SERVICE LLC:		5,134.00		
STAPLES ADVANTAGE 3528416877 COPY PAPER & OFFICE SUPPLIES 3528416877 EVIDENCE SUPPLIES 3528416878 INTERDEPARTMENT FOLDERS 3529152535 COPY PAPER 3529152536 COLORED REAM OF PAPER 3529152536 POST IT NOTES & OFFICE SUPPLIES 3529152538 SHIPPING LABELS & FILE FOLDERS 3529955317 SHARPIES AND MEMORY STICKS		201.28 34.32 25.96 165.96 11.51 25.22 35.42 55.39	02/23 02/23 02/23 02/23 02/23 02/23 02/23 02/23	207-52120-206 207-52120-218 207-52120-206 101-51650-206 101-52200-206 101-51650-206 101-51440-206 101-51440-206
Total STAPLES ADVANTAGE:		555.06		
STATE OF WI COURT FINES & JANUARY 2023 JANUARY COURT FINES		1,690.97	01/23	101-35101
Total STATE OF WI COURT FINES &:		1,690.97		
STONERIDGE LITTLE CHUTE LLC 24056831139 SYMPATHY CARDS		11.97	02/23	101-51960-211
Total STONERIDGE LITTLE CHUTE LLC:		11.97		
TESCH, JOE 01/23 REIMBURSE REIMBURSE FOR MEETING FOOD		141.10	02/23	101-52200-211
Total TESCH, JOE:		141.10		
VERMEER WISCONSIN 30097392 SERVICE FEED ROLLERS #18		1,292.86	02/23	101-53330-204

Invoice	Description	Total Cost	Period	GL Account
30097434	SERVICE FEED ROLLERS #98	937.78	02/23	101-53330-204
Total VERMEER WISCONSIN:		2,230.64		
VILLAGE OF COMBINED LOCKS				
MAR 2023	PROPERTY STORAGE AREA MONTHLY LEASE-M	494.16	02/23	207-52120-204
Total VILLAGE OF COMBINED LOCKS:		494.16		
WCMA				
19281	2023 WINTER CONFERENCE - BERNHOFT	235.00	02/23	101-51400-201
Total WCMA:		235.00		
WEYENBERG, MAYA				
020823	C-STARS ASSISTANT COACH	100.00	02/23	101-55300-218
Total WEYENBERG, MAYA:		100.00		
WEYERS EQUIPMENT INC				
01-189922	PART #78	11.70	02/23	101-53330-225
Total WEYERS EQUIPMENT INC:		11.70		
WI DEPT OF JUSTICE				
L4504T 01/23	JANUARY BACKGROUND CHECKS	140.00	02/23	207-52120-218
Total WI DEPT OF JUSTICE:		140.00		
Grand Totals:		63,713.97		

Report GL Period Summary

Vendor number hash: 255819
 Vendor number hash - split: 337061
 Total number of invoices: 78
 Total number of transactions: 99

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	63,713.97	63,713.97
Grand Totals:	63,713.97	63,713.97

Report Criteria:

Invoice Detail.Voided = {=} FALSE

VILLAGE OF LITTLE CHUTE

RESOLUTION NO. 7, SERIES OF 2023

**A TRIBUTE RESOLUTION TO CHARLES “CHUCK” FISCHER FOR SERVING ON
THE VILLAGE BOARD AND VILLAGE PRESIDENT FOR THE VILLAGE OF
LITTLE CHUTE**

BE IT RESOLVED, by the Village Board of Trustees, Village of Little Chute, as follows:

WHEREAS: Charles “Chuck” Fischer began his career with the Village of Little Chute as a Village Trustee from 1985 to 2007 and then Village President from 2007 to 2011. He took a great deal of pride in contributing to the community’s growth and development.

WHEREAS: Charles “Chuck” Fischer nobly and faithfully served on the Village Board with the Village of Little Chute for over 26 years; and

WHEREAS: Charles “Chuck” Fischer retired from the Village of Little Chute Board in 2011; and

WHEREAS: Charles “Chuck” Fischer is held in the highest regards by all past and present staff administration, and fellow Trustees for his dedication, direction and expertise as a Village Trustee and Village President in the Village of Little Chute and by his peers in various professional associations; and

WHEREAS: Charles “Chuck” Fischer’s unwavering commitment and dedication to public service, his ability and willingness to volunteer for various civic focused efforts for the Village of Little Chute, has made lasting contributions that is deeply missed in the Village of Little Chute.

NOW THEREFORE BE IT RESOLVED that the Village Board, staff and citizens of the Village of Little Chute gratefully express their appreciation to Chuck for his faithful and unwavering service to the Village, Chuck will always be remembered for his humor and quick wit, competitive spirit, intelligence, integrity and his commitment to the Village of Little Chute.

Introduced, approved and adopted: February 15, 2023

VILLAGE OF LITTLE CHUTE

By: _____
Michael R. Vanden Berg, Village President

Attest: _____
Laurie Decker, Village Clerk



Item For Consideration

For Board Review On: February 15, 2023

Agenda Item Topic: Purchase of Fleet Pick-Up Trucks

Prepared On: February 8, 2023

Prepared By: Kent Taylor,
Department of Public Works.

Report: The 2023 Approved budget included \$35,000 for the replacement of the 2011 #82 Ford 4X2 pick-up truck and \$35,000 for the replacement of the 2011 #90 Ford 4X4 pick-up truck. Present market conditions, the lack of vehicle availability, cost increases, and municipal truck specifications contribute to the inability to secure two new vehicle replacements. The City of Green Bay Department of Public Works has two, low mileage (23,279 mi. & 24,997 mi.) used 2019 Ford F-250 Super Duty pick-up trucks for sale. The for-sale price to the Village of Little Chute for the vehicles is \$21,000 and \$22,000; well below the Kelly Blue Book estimated values (\$31,000 - \$35,000).

Both vehicles were inspected by the Village DPW Operations Manager and Fleet Mechanic and found to be in "good" condition." CARFAX History-Based Value Reports were purchased. The reports list the retail values for the vehicles as \$35,980 and \$35,630 respectively. The vehicles are one (1) owner vehicles, no reported accidents, no reported damage, no airbag deployment, Department of Motor Vehicle odometer checks, and no manufacturer recalls. The trucks are prepped and ready to be picked up. Final sale is "sold as is, without warranty."

Fiscal Impact: The proposed total purchase of the two vehicles at \$43,000 is well under the approved 2023 Budget allocation of \$70,000.

Recommendation/Board Action: Staff is recommending the approval to purchase the two (2) used 2019 Ford F-250 Super Duty pick-up trucks from the City of Green Bay for \$21,000 and \$22,000.

Respectfully Submitted,

Kent Taylor, Department of Public Works



Item For Consideration

For Board Review On: February 15, 2023
Agenda Item Topic: Firefighter Compensation

Prepared On: February 15, 2023
Prepared By: Finance

Report:

In an effort to formally document firefighter compensation, we are bringing forward the current pay practice for approval.

Village of Little Chute firefighters are purely volunteer; that is, there are no full-time or part-time firefighters which make up the Fire Department. These volunteers perform fire fighting functions on an on-call basis, rather than keeping regular hours.

The firefighters receive \$2.00 per call or training meeting as reimbursement for travel from residence to and from the Fire Station. In addition, the firefighters carry a department pager and receive a semi-annual expense reimbursement of \$5.00 for batteries, etc. Finally, they are paid a nominal fee of \$20 per month on a per-assignment basis for clean-up duty to compensate them for their sacrifice of time, this is not productivity-based.

The Fire Inspector is a part-time employee with the Village of Little Chute and therefore does not qualify for the travel and pager reimbursement above.

Firefighters who hold an officer position additionally receive a semi-annual stipend. Detailed stipends based on ranking are captured below.



Item For Consideration

FIRE OFFICERS Effective 2023		
Positions	Title	Semi-Annual Stipend
3	Assistant Chief	300
3	Arson Investigator	50
1	Assistant Secretary	150
1	Lieutenant Arson Investigator	150
1	Secretary/Treasurer	150
1	Captain	200
2	Lieutenant	100
1	Assistant Engineer	50
1	Pager Maint/Assist Engineer	100
1	Captain/Arson Investigator	250
1	Lieutenant Engineer	250

Fiscal Impact: No change required to the 2023 Budget. We are bringing firefighter compensation forward for formal documentation only.

Recommendation/Board Action: Please approve the firefighter compensation practice to further strengthen the view that these individuals are truly volunteers. The purpose of this document is to avoid any misinterpretation of the Village's intent in regard to these individuals.

Respectfully Submitted,
Penney Mack, Deputy Finance Director



VOLUNTEER FIREFIGHTER WAIVER

I, _____, desire to serve as a volunteer firefighter for the Village of Little Chute. In expressing my desire to serve as a volunteer firefighter, I specifically understand and agree as follows:

1. The position of firefighter is that of a volunteer within the meaning of the Fair Labor Standards Act;
2. The duties of a volunteer firefighter with the Village of Little Chute are purely voluntary and I, therefore, recognize that I will not receive overtime compensation for serving in that capacity;
3. Any and all compensation I receive from the Village for serving as a volunteer firefighter including reimbursement for expenses, if any, is considered a nominal amount; likewise, any annuity benefits to which I may be entitled are reasonable under the circumstances;
4. All services I perform as a volunteer firefighter will be performed by me for civic, charitable or humanitarian reasons; and
5. Although I will perform firefighter services year round, the calls and/or alarms I respond to, and the required training will be on an occasional and sporadic basis, and no regular hours will be kept.

Volunteer Signature

Date

Question posed: Can you please confirm to me that Firefighters who sign the attached volunteer waiver will not have any impact on if they were injured while responding from the station to a call (not home to station) under our workers compensation policy? Can you explain any of the others policies and how it interacts with volunteer firefighters (liability for example)?

Response: All volunteer firefighters, while on duty, are covered by the Village's work comp policy. The only difference between a full-time fireman and a volunteer, from a work comp standpoint, is the way for which they are rated/accounted. The volunteers are calculated by population served, while the full time are by payroll. Besides that, there is no difference in coverage.

Additionally, the actions of the firefighters are protected via the Crime (In a theft situation) and Liability. From my perspective, the practices you have implemented seem excellent.

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Brian Dandoy, CISR
Risk Advisor – Municipal Division
P: 920-458-6174
Brian.Dandoy@mcclone.com
www.mcclone.com



Fire Protection

League members may also request an opinion directly from the League via [email](#). Please include the subject heading and number when making such a request.

197. Volunteer firefighters cannot receive compensation for their services but can be paid expenses, reasonable benefits, or a nominal fee or any combination thereof without being converted to "employees" who are subject to the Fair Labor Standard Act's (FLSA's) minimum wage and overtime provisions. Legal comment reviews status of volunteers under FLSA and Department of Labor (DOL) Wage and Hour Letter stating that DOL will presume a fee is nominal as long as the fee does not exceed twenty percent (20%) of what the public agency would otherwise pay to hire a full-time person to perform the same services. 1/2007.

196. Reaffirms Fire Protection 193, which opines that cities and villages can bill for fire protection services, and concludes that *Highway Trailer Co. v. Janesville Electric Co.*, 178 Wis. 340, 345, 190 N.W. 110, 112 (1922) and *Dept. of Natural Resources v. Wisconsin Power & Light Co.*, 108 Wis.2d 403 405-07, 321 N.W. 286, 287-88 (1982) do not stand for the proposition that municipalities cannot bill for fire protection services provided in relation to auto accidents. 4/2002.

195. Describes the Volunteer Fire Fighter and Emergency Medical Technician (EMT) Length of Service Award program (LOSA) created by 1999 Wisconsin Act 105. The goal of the program is to provide a financial incentive, in the way of a retirement stipend, to encourage volunteer fire fighters and EMTs to remain volunteers for many years. The program began operation in fall of 2001. 9/2001.

194. Where city has chosen not to establish a municipal fire department and instead contracts with two ch. 213, Stats., fire companies for fire protection services, there is no need or requirement that the city's police and fire commission appoint a chief under sec. 62.13(3), Stats., for a non-existent municipal fire department. (1/1998).

193. Villages have authority under sec. 61.34(1), Stats., the legislative home rule provision, and sec. 66.60(16), Stats., to charge village property owners a fee for the cost of fire department services provided to their property. However, we have concluded in previous opinions, Fire Protection #175, #182, #183, and #190, that certain public policy concerns argue against municipalities charging property owners a fee for the cost of fire department services provided to their property. 10/1997.



Employees FAQ 15

Can a municipality compensate a person for volunteer work without affecting the person's status as a volunteer under the Fair Labor Standards Act (FLSA)? What about volunteer firefighters?

Yes, to a limited degree. In general, volunteers cannot be compensated for the services they provide. They are, after all, "volunteers." The FLSA defines a "volunteer" as an individual who performs hours of service for a public agency for civic, charitable, or humanitarian reasons, without promise, expectation or receipt of compensation for services rendered. Individuals are considered volunteers only where their services are offered freely and without pressure or coercion, direct or implied, from an employer. The law provides that an individual shall not be considered a volunteer if the individual is otherwise employed by the same public agency to perform the same type of services as those for which the individual proposes to volunteer. Although volunteers cannot receive compensation, the Fair Labor Standards Act (FLSA) allows volunteers to receive expenses, reasonable benefits and/or a "nominal fee" to perform services without jeopardizing their status as volunteers.

Payments to volunteers for expenses must reasonably approximate actual or out-of-pocket expenses incurred by the individual in connection with providing the hours of volunteer services. Some examples of permissible expenses include the costs of meals, transportation, equipment, uniform cleaning or allowance, and tuition and books to attend classes to teach the volunteer to perform his or her job better.

More difficult questions are what are "reasonable benefits" and what is a "nominal" fee. Reasonable benefits may include the costs of inclusion in the organization's group insurance plans (such as health, life, disability, workers' compensation or liability plans); inclusion in the organization's pension or retirement/investment fund plan; and "length of service" awards. Other benefits found reasonable in a DOL Wage and Hour letter dated Nov. 19, 1986 include minimum city water and sewer allotments, valued at \$9 and \$5.50 per month respectively, and membership in the city's swimming pool for three months (\$20 per month for individuals and \$30 per month for families) and a contribution to a retirement investment fund (valued at \$250 per year, with an increase of \$25 per year up to \$500).

Fees paid to bona fide public-sector volunteers must be "nominal." Because the FLSA and its implementing regulations do not define what "nominal" means, such fees have been the type of payment most likely to cause confusion among employers. In the past, DOL has stated that "whether a specific amount is "nominal" depends on the economic realities of the situation and has refused to provide guidelines or specific amounts applicable to all (or even most) possible situations. However DOL's implementing regulations set forth several factors that it weighs in determining whether a fee is nominal. These include:

- the distance traveled by the volunteer to perform the services;
- the time and effort expended by the volunteer;
- whether the volunteer has agreed to be available "around the clock" or only during specific time periods; and
- whether the volunteer provides services as needed throughout the year.

The "nominal" fee question has been particularly troublesome for municipalities with regard to volunteer firefighters and was finally addressed in DOL Letter Ruling FLSA 2006-28, issued August 7, 2006, in response to a request from the International Association of Fire Chiefs (IAFC). This letter ruling is noteworthy and important because it marks the first time that DOL has set forth any type of bright line rule. It states that DOL will presume a fee is nominal as long as the fee does not exceed twenty percent (20%) of what the public agency would otherwise pay to hire a full-time person to perform the same services. The letter states that "the market information necessary to complete this good faith determination is generally within your members' knowledge and control. Any full-time firefighter a particular fire department has on its payroll would be a good benchmark for this calculation. Absent such information, a fire department or similar entity may look to information from neighboring jurisdictions, the state, or ultimately, the nation, including data from the Department of Labor, Bureau of Labor Statistics."

The DOL emphasized that FLSA regulations require that nominal fees must "be considered in the context of any other benefits or expenses paid and the economic reality of the particular situation."

DOL has made it clear that a nominal fee is not a substitute for compensation and may not be tied to the worker's productivity (e.g., payment of hourly wages for services rendered). According to DOL, the above factors "focus upon whether the fee is actually more analogous to a payment

for services or recompense for something performed and, hence, not nominal." DOL states that to the extent that payments are tied to productivity (e.g., payment of hourly wages for services rendered), are similar to "piece rates" or are comparable to "production bonuses," there is a greater likelihood that such fees are not nominal.

Nonetheless, DOL acknowledges that many firefighters are compensated on a "per call" basis and has emphasized that the prohibition against tying a volunteer's fee payment to his or her productivity does not preclude paying a public-sector volunteer a fee on a per-call or per-assignment basis as long as the compensation may fairly be characterized as tied to the volunteer's sacrifice rather than productivity-based compensation.

The IAFC's letter to DOL posed numerous scenarios, varying the type of payment made to volunteers. The variations included payments per shift, month, or year, and differences in the average number of shifts, calls, and/or hours worked by the volunteers. DOL stated that assuming the fee is determined to be nominal, it is "less relevant whether it is paid on an annual, monthly or daily basis."

If there is any doubt as to whether the compensation to be provided to a volunteer would result in the loss of the person's volunteer status, it is advisable to obtain a Wage and Hour Opinion Letter from the DOL.

For citations to legal authority for the above statements, please request Employees 311.



Item For Consideration

For Board Review On: February 15th, 2023

Agenda Item Topic: Refuse Collection Discussion

Prepared On: February 10th, 2023

Prepared By: Admin. Bernhoft

Report: While preparing audit workpapers, a refuse billing practice for a commercial property in the Village was discovered that pre-dates existing staff. The procedure is not in compliance with our Village Code as we did not locate any Village Board action that allows the deviation. Currently, we collect refuse twice a week at Crystal Print from their containers and deliver to the landfill with no verification of the pounds we are picking up.

The current municipal code is provided below for you along with an attachment of our current refuse rates for reference:

Section 38-26:Commercial: It shall be the duty of the Village to have available 95 and/or 300-gallon polycarts for all commercial units that can be leased on a yearly basis."

Section 38-27 (c) Dumpster Rental:

(1) Polycart rental rates for commercial properties will be set by the Village board. The rates shall be reviewed periodically and shall be such that they produce sufficient revenue. (2) Those businesses without a polycart wanting a pickup and/or additional pickups will be billed a minimum charge equal to the type and number of polycarts they would need per weekly pickup. There will be no prorating of annual fees."

The Village Board options to rectify this include:

1. The Village Board can allow a special agreement allowing this practice to continue but in a manner that complies with Generally Accepted Accounting Principles (billing actual tonnage in current year, recovering our full loaded labor costs and equipment fees to provide the service).
2. The Village Board can also direct staff to begin billing this customer within code compliance. The Village would incur costs to purchase containers for this customer.
3. The commercial customer could contract separately for refuse pick up.



Item For Consideration

Fiscal Impact:

The current practice is illustrated below showing what was billed in 2022:

2022 Crystal Print Bill - Based on 2021 Pounds of Refuse:	
Tonnage per Crystal Print (2,000 lbs. = 1 ton)	196,771 lbs.
	Divide 2,000 lbs.
	98.3855 tons
Landfill fees =	\$46.00
Tons x Landfill Fees	\$46 x 98.3855 = \$4,525.73
Pick up time 1 hour x 52 weeks =	2 times a week - 1 hour total per week 52 hrs.
Employee's Avg. Wage Excluding Benefits	\$27.62 per hr.
Wages x Hours Per Year	\$27.62* 52= \$1,436.24
	Total Cost \$5,961.97

The actual pounds for 2022 as reported by Crystal print were 201,390 versus the initial billed amount of 196,771. Crystal Print will be billed the \$106.24 differential accruing this revenue to 2022 ($4,619 \text{ lbs.}/2,000 = 2.3095 \text{ tons}$ $\$46 \text{ landfill rate} = \106.24).

For 2023, if this method is to continue, suggest setting up monthly bills based on actual staff time (labor and benefits), equipment use rates and landfill fees to produce sufficient revenue to cover our costs per Village Code Section 38-27.

Recommendation/Board Action: Discuss implications of each of the options that provides staff direction to discuss with the commercial customer.

Respectfully Submitted, Beau Bernhoft, Village Administrator

Sanitation/Refuse Rates History

	2010	2011	2012	2014	2016	2020 Rate Increase	Total Annual Increase
35 Gallons	\$3.50	\$5.50	\$6.00	\$6.25	\$6.44	\$7.92 (\$1.48)	\$17.76
65 Gallons	\$4.55	\$7.15	\$7.65	\$7.90	\$9.14	\$11.24 (\$2.10)	\$25.20
95 Gallons	\$5.60	\$8.80	\$9.30	\$9.55	\$9.84	\$12.10 (\$2.26)	\$27.12
300 Gallons	\$200.00	\$215.00	\$315.00	\$325.00	\$335.00	\$412.05 (\$77.05)	\$924.60



Item For Consideration

For Board Review On: 2/15/2023

Agenda Item Topic: Final Assessment Resolution

Prepared On: 2/9/2023

Prepared By: Village Engineer

Report: The attached Amended Final 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 following-described improvements are as follows:

- a) **DESCRIPTION OF SPECIAL ASSESSMENTS FOR 2022 PROJECTS:**
Concrete Streets, Concrete Sidewalks, and Concrete Driveways
- b) **AREA OF SPECIAL ASSESSMENT/HOOKUP FEE IMPROVEMENTS:**
Cherryvale Avenue – From W. Evergreen Drive to Gladiolus Place (Village Limits)

Fiscal Impact: Cost of improvements per property are provided as part of the Amended Final Engineer's Report, dated February 9, 2023 (attached) for the above referenced project.

Assessment Rates

Concreter Apron: \$ 9.22 (per square foot) – Residential/Commercial

Concrete Sidewalk: \$ 36.07 (per lineal foot) – Residential/Commercial

Concrete Street: \$107.82 (per lineal foot) – Residential (Per Development Agreement)
\$171.81 (per lineal foot) - Commercial

Recommendation/Board Action: The Village Engineer recommends approval of Amended Resolution Number 13, Series 2022, approving and adopting the Final Special Assessment Fees as provided in the Amended Final Engineer's Report.

Respectfully Submitted,

Christopher L. Murawski, P.E.
Village Engineer

VILLAGE OF LITTLE CHUTE

(Outagamie County, State of Wisconsin)

RESOLUTION NO. 13, SERIES OF 2022

An Amended Final Special Assessment/Hookup Fee Resolution authorizing special assessments/hookup fees for installation and construction of municipal improvements as described hereinafter, within an area described hereinafter, and providing for the levying of special assessments or hookup fees. As applicable, against said property owners as described hereinafter under and pursuant to the provisions of Sections 61.36, and as applicable 66.0701, 66.0703, and 66.0907, of the Wisconsin Statutes, and Sec. 16-87 of the Village Code of Ordinances as amended from time to time, and further pursuant to applicable village ordinances.

WHEREAS, the Village Board of Trustees, Village of Little Chute, located in Outagamie County, Wisconsin, did create Sec. 16-87 of the Village Code of Ordinances entitled "Hookup Fees for Improvements Benefiting Properties Located Outside of the Village to be Imposed Upon Annexation and for Assessments Proceedings for Completed Municipal Improvements", thereby declaring the Village's intent to exercise special assessment and police powers under Wisconsin statutes in particular, Sections 61.34, 61.36, and as applicable 66.0701, 66.0703, and 66.0907 of the Wisconsin Statutes, and as applicable Sec. 16-87 of the Village Code of Ordinances as amended from time to time, and as further amended by then applicable Village Ordinances, for the following purposes and within the following described area:

- a) **DESCRIPTION OF SPECIAL ASSESSMENT/HOOKUP FEE PROJECT:**
Concrete Streets, Concrete Sidewalks, and Concrete Driveways
- b) **AREA OF SPECIAL ASSESSMENT/HOOKUP FEE IMPROVEMENTS:**
Cherryvale Avenue – From W. Evergreen Drive to Gladiolus Place (Village Limits)

WHEREAS, the Village Board of Trustees did provide for the publishing of the required statutory Notice of Public Hearing on Special Assessment/Hookup Fee in the *Times/Villager* on March 9, 2022 and did further mail a copy of said Notice of Public Hearing on Special on Special Assessment/Hookup Fee to all affected property owners as set forth within the above-described project area, all within the required statutory time, including a scale map (if available) of the project area: and,

WHEREAS, the specially benefited property affected and property owners therein affected by the municipal improvement project are as set forth above: and,

WHEREAS, the Village Board of Trustees, Village of Little Chute, did hold a Public Hearing upon said Special Assessment/Hookup Fees, on the 23rd day of March, 2022, at 6:00 p.m. in the Board Room, 108 W. Main Street, Little Chute, WI 54140, pursuant to the published Notice of Public Hearing and a mailing of said Notice to affected property owners, for the

purpose of informing and hearing all interested persons concerned with the Special Assessment/Hookup Fee and the Report of the Village Engineers reference the proposed public improvement project, and did hear all persons desiring audience at said hearing

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

1. That the Report of the Village Engineers for the public improvement project, affecting the special assessment and hookup fee area, all as described above, including any and all engineering plans and specifications thereto, are hereby approved and adopted. Pursuant to the Report of the Village Engineer as set forth above, or in the alternative to the foregoing provisions pursuant to Sections 16-87(e) of Village Ordinances for fully or partially completed work. All of said special assessments/hookup fees proposed are determined to have been levied and proposed on a reasonable basis, being actual construction costs, engineering fees, attorneys' fees, publications costs, Village administrative costs and fees and other special assessment proceeding and hookup fee proceeding costs; and, further, that all said municipal improvements are determined to specially benefit the areas/properties being assessed, or charge with hookup fees, as applicable.

2. That the Village of Little Chute awarded a contract to carry out the work of said improvements in accordance with the Report of the Village Engineer or in the alternative work was completed and performed by others for which the Village contributed payments for such public improvements.

3. That payment for said municipal improvements shall be made by assessing the cost to the abutting/affected property owners located within the Village jurisdiction pursuant to Sections 61.34 and/or 61.36, and pursuant to authority and police powers and as applicable 66.0701, 66.0703, and 66.097 of the Wisconsin Statutes, and as applicable Sec. 16-87 of the Village Code of Ordinances as amended from time to time, and as set forth hereinafter and further pursuant to any applicable Village Ordinance or Policy dealing with special assessments, and further made in part by imposing hookup fees at the time and manner set forth below for those properties presently located outside Village jurisdiction.

4. The Village of Little Chute had advertised for bids for this project and the Village of Little Chute did award a contract to carry out the work for said improvements, all to fore mentioned, and/or in the alternative work was completed and performed by others for which the Village contributed payments for such public improvements.

5. That all costs to be assessed or later charged as hookup fees, as shown on attached Engineer's Report as modified, are true and correct, have been determined on a reasonable basis, are further determined to specially benefit the abutting/affected property, and are hereby confirmed.

6. Special Assessments on parcels located inside the Village will be paid as detailed in the Final Engineer's Report for those properties under Village jurisdiction. Final rates are identified in attachment to this Resolution. The assessment/hook up fee may be paid in full

within 60 days without accumulation of additional interest. Assessments/hookup fees not paid within 60 days will accrue interest at 1.65% and be placed on the tax roll over a 5 year period. Minimum annual payments are \$300.00 payable in person or added to the real estate property bill. Direct payments must be made no later than November 1st in lieu of being to the tax bill. Any exceptions to the collection period must be approved by the Finance Director.

7. Hookup Fees and/or special assessments will be charged to those parcels that are included in the project area (as detailed in the Final Engineer's Report) but are not currently located in the Village and will be imposed and held in abeyance until the time of annexation to the Village all pursuant to Sec. 16-87 of the Village Code of Ordinances, none of which constitute a current lien against properties located outside of the Village limits until time of annexation, and no interest will be charged for the period prior to annexation. Such hookup fees and special assessments are hereby deferred in accordance with Sec. 16-87 of the Village Code of Ordinances.

8. The Village Clerk for the Village of Little Chute is directed to publish this Amended Resolution as a Class One Notice in the *Times/Villager* Kaukauna, Wisconsin.

9. The Village Clerk for the Village of Little Chute is further directed to mail a copy of the Amended Final Assessment Resolution and a statement of final assessment against affected/abutting property, to each affected/abutting property owner whose name appears on the assessment roll and whose post office address is known or can, with reasonable diligence, be ascertained.

10. This assessment and hookup fee amount may be amended and/or revised, where necessary, from time to time, pursuant to Sections 66.0701, 66.0703 (10) of the Wisconsin Statutes, Village ordinances or policies associated therewith, as amended from time to time.

11. Effect of Village Ordinance(s). See Village of Little Chute Municipal Code Chapter 16, Article III. The assessment and hookup fee rates have been modified and/or adjusted to reflect the Village of Little Chute local share, as paid by Village of Little Chute General Funds where applicable.

Date introduced, approved and adopted: April 27, 2022
Amended: February 15, 2023

VILLAGE OF LITTLE CHUTE

By: _____
Michael R. Vanden Berg, Village President

Attest: _____
Laurie Decker, Village Clerk

FINAL DETERMINATION OF ASSESSMENT/HOOKUP FEE:

Concrete Street (7-inch depth) - Assessment Rate for 2 drive lanes and 2 parking lanes

\$ 107.82 (per lineal foot) – Residential (Per Development Agreement)

\$ 171.81 (per lineal foot) - Commercial

Concrete Sidewalk Construction (5 feet wide) – Cherryvale Avenue

Assessment Rate (per lineal foot) - **\$36.07** – Residential/Commercial

Concrete Driveway Apron Construction (7-inch depth) – Cherryvale Avenue

Assessment Rate per Square Foot - **\$9.22** – Residential/Commercial