



AMENDED AGENDA

REGULAR BOARD MEETING

PLACE: Little Chute Village Hall
DATE: Wednesday, November 20, 2024
TIME: 6:00 p.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/83532919783>

Meeting ID: 835 3291 9783

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. Disbursement List
- 2. Approval of the Minutes of November 6, 2024
- 3. Approval of 2025 Board/Committee Schedule

H. Discussion/Action—2024 Budget Adjustments

I. Action/Discussion—Fire Cheesefest Grant

J. Discussion—WisDot Municipal Utility Agreement (MUA)—Holland Road Watermain Relocation

K. Discussion/Action—Utility Commission Appointment

L. Department and Officer Progress Reports

M. Call for Unfinished Business

N. Items for Future Agenda

O. 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: November 15, 2024

VILLAGE OF LITTLE CHUTE MONTHLY REPORT



Little Chute

ESTABLISHED 1848

October
2024

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 – OCTOBER 2024

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

October Administration Updates

- LCBA meeting in October was at Village Hall. More businesses than ever have shown up to participate in the discussions to grow and become their own nonprofit organization. Next meeting in November will be at the Little Chute High School.
- Assisted the Fire Department in the initial fire station project kickoff meeting.
- Major focus on development projects across the Village. Working with Community Development on several development agreements.
- Attended various meetings with stakeholders in preparation for the 2025 calendar year.

Current Work List and Progress Update

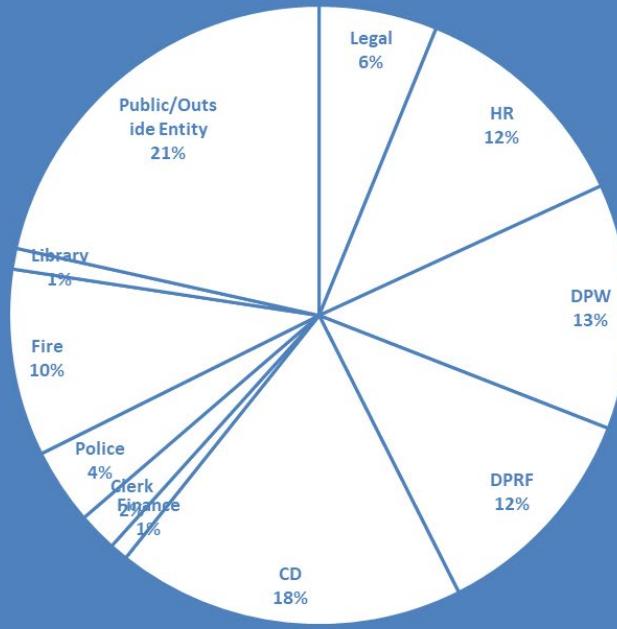
- Assisting Clerks Department in preparation for the 2024 Presidential Election.
- Finalizing contracts with Miron and SEH to begin the Fire Station design. Legal taking point on execution of contracts. Goal is to get the project planning kicked off and running.
- Working with legal on various ongoing items in the Village.
- Getting the annual performance reviews out and finalized before the December Board meeting.

Items for November

- Assist Clerks in 2024 Presidential Election
- Continue to assist Human Resources in various personnel matters.
- Establish meeting dates with consultants and Fire Department for the station meeting.
- Draft various RFPs and RFQs before years' end to get projects out on time.
- Assist the Finance Director in final 2025 budget decisions and follow up with Trustees on information needed for approvals.

This chart is updated daily based on Administration time. This is not inclusive of all work hours, only hours tracked providing assistance to individual departments/entities. Last update was 11/13/2024.

2024 TOTAL ADMIN TIME ALLOCATION



VILLAGE CLERK

The Clerk's office spent the month of October prepping for the November Election and conducting in-person absentee voting. In anticipation of the larger crowds, early voting was moved to the board room, allowing more room for residents to sit and use the electronic voting machines. In-person absentee voting took place October 22 – 25 and October 28 – November 1st. To accommodate residents, we stayed until 6pm on three nights. In-person voting was extremely successful, 3,044 residents took part in this service. We were also busy mailing out 1,290 Absentee Ballot requests and processing returned ballots. The Badger Books were tested and updated with latest software updates to ensure they were prepared for Election Day.

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

- Shared data from social media sites
- Agendas/Minutes for meetings
- Continued maintenance of the Village Website
- Updated Newsletter mailing lists
- Work with other Departments to create Social Media schedule, coordinate postings
- Ongoing phone support
- Operator License Renewals
- Plan for General Election
- Organize and contact Poll workers
- Mail out Absentee Ballots requests
- Process absentee ballot requests and returned applications
- Order, organize Election Supplies
- Create Poll worker schedule
- Create and schedule poll worker training
- Create Badger Book training program for new poll workers
- Meet with Chief Poll Workers

Goals for November:

- Agendas/Minutes for meetings
- Plan for General Election
- Mail out Absentee Ballots, 24 hour timeframe
- Conduct In-Person Absentee Voting, Oct 22 – Nov 1
- 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
- Set up for Election, prepare Badger Books and Community Hall
- Conduct November 5th General Election
- Process Election Day materials and deliver to County
- Ongoing phone/supply ordering support
- Prepare and create Winter Village Newsletter
- Assist Fire Department with hiring and applications

2024 Social Media Metrics

	August	September	October	2024 Totals
	Facebook Posts			
	People Reached	51,203	74,223	29,508
	Content Interactions	1,756	1,795	949
	Link Clicks	114	103	253
	Facebook Visits	7,964	5,768	5,703
	Facebook followers	7,507	7,579	7,625
	Most popular post (reach)	Doyle Bathroom	Splash Pad	TbTh Fire Dept
	Facebook Videos			0
	Minutes Viewed	3,060	2,340	1,007
	1-Minute Video Views	811	406	253
	3-Second Video Views	8,579	6,861	2,022
	Video Engagement	116	67	949
	Most popular Video	Splash Pad	Splash Pad	park updates

	Instagram			
	Instagram Reach	676	319	252
	Profile visits	60	13	25
	New followers	7	4	4
	Followers	1,016	1,018	1,022
	Popular Post	baseball	splash pad	early voting

	LinkedIn			
	Page Views	21	10	42
	Unique Visitors	12	5	14
	Post Impressions	229	0	26
	followers	304	306	310
				276

FINANCE DEPARTMENT

HIGHLIGHTS

- The budget workshop took place on October 2nd with the Finance Director presenting the proposed 2025 budget to the Village Board for discussion and clarification with all departments represented. A focused presentation to the Utility Commission occurred on October 15th while joint Village of Kimberly and Little Chute approval for the FVMPD budget occurred on October 21st.
- Health insurance open enrollment ended October 25 while the vision plan and dental plan tier changes open enrollment became available until November 11th.
- Many residents paid their special assessments and outstanding invoices by the deadline of November 1st to avoid tax roll processing. Similarly, many outstanding utility amounts were received before this date to avoid the 10% penalty.
- The Accounts Payable Clerk filed unclaimed property with the WI Department of Revenue by the deadline.
- The Operations Manager position was posted and numerous candidates applied. Interviews began at the end of October and the process is expected to continue through November.

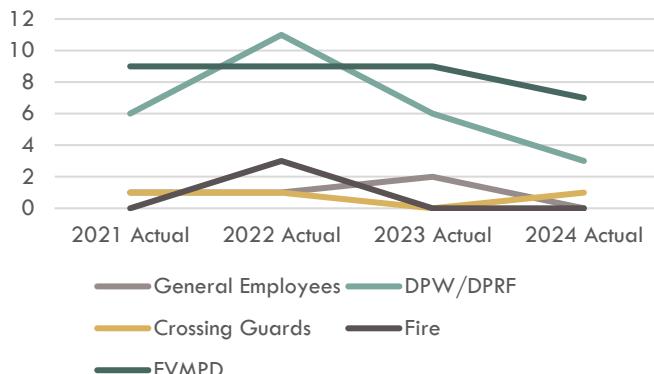
TOP PRIORITIES FOR NOVEMBER

- The 2025 budget presentation and public hearing will take place on November 6th for Village Board approval.
- The Finance Director will calculate tax rates upon receipt of certified levies from taxing jurisdictions and tax credit information from the State. Rates will be uploaded to the Outagamie tax portal by the target date of November 22 to secure optimal placement in the queue for tax bill printing.
- Complete the Finance team performance reviews.
- Complete and upload the life and long-term disability census as well as the voluntary insurance census to accurately provide coverage and assess premiums based on 2025 expected rates of pay.
- 2024 dog tag reconciliation is due to Outagamie County to receive the 2025 licenses for citizen application and distribution.
- Certify and upload to the Outagamie County tax portal, special assessment (includes Vandenbroek Drainage District) and special charges (includes delinquent utilities and accounts receivable invoices if related to property) by the deadline of November 11 (delinquent utilities must stay open through end of the day November 15 by State Statute thus file due on November 18).
- The 2025 Weights and Measures invoices will be mailed to local businesses. Payments are due by December 31, 2024 for a 2025 licensure. A late fee of \$60 will be assessed if not received timely.
- Employees having earned a Well WI incentive in the amount of \$150 in 2024 will see an increase in their taxable wages in November per IRS regulations.
- Communication regarding compensatory time deadlines for 2024 will be sent to employees (excludes represented Police Officers who follow an alternate timeline per their contract). All compensatory hours remaining in banks as of November 30 will be paid out on paychecks dated December 5.

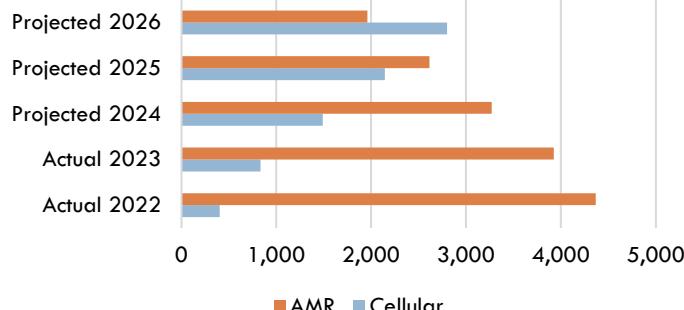
CONTINUOUS IMPROVEMENT EFFORTS

- The 2025 payroll change notices have been updated to include standards of satisfactory performance required to earn an annual step increase.
- A tax roll Gantt chart was created to itemize the meticulous tax role process, illuminating the timeline for proper coverage and identifying gaps in resources to be filled.

Workers Compensation Claims



CELLULAR AND DRIVE BY AMR METER READS



PERFORMANCE MEASUREMENTS

	Actual 2021	Actual 2022	Actual 2023	Target 2024
# Months bank reconciliation completed timely	12	12	12	12
# Of stale checks outstanding	8	13	9	4
Custodial credit risk	\$0	\$0	\$0	\$0
Investment Performance vs Crane Taxable All Money Market Funds Average (2024; prior Bloomberg 1-3 Year Treasury Index)	(.5)% vs (.6)%	(2.87)% vs (3.8)%	4.5% vs 3.9%	5.23% vs 4.13%
% Of customers paying online	48%	52%	55%	58%
Continuous improvement initiatives	32	26	24	24
Number of special assessment billings	36	7	273	100
Average number of monthly utility bills	4,672	4,743	4,775	4,800
Annual number of utility work orders	1,033	904	900	900
Annual tax certification letters	673	647	675	600
General obligation bond rating	Aa3	Aa3	Aa3	Aa3
# Of auditor's compliance issues	1	0	0	0
% Of time monthly financials closed within 15 days	100%	100%	100%	100%
% Of staff adequately trained/cross trained	90%	90%	100%	100%

FINANCE LEARNING OPPORTUNITY

The Finance Department provides the following agency support to customers who reach out looking for assistance to agencies whose mission and focus provides with resources and staffing to facilitate programs effectively:

- Leaven Fox Cities
- WHH – Wisconsin Help for Homeowners
- Heat for Heroes
- LIHWAP – Low Income Household Water Assistance Program

In 2024, we have not received any requests for assistance thus far.



Your local Wisconsin Utility providers are working together to keep you safe in your home, and your water, heat, and power on. Please consider these Bill Pay Assistance Programs if you or someone you care about is in need.



Leaven provides limited financial assistance to people who are struggling to meet their basic needs and have nowhere else to turn for help. More information is available on their website at <https://leavenfoxcities.org> or call 920-738-9635.



WI Help for Homeowners (WHH) is a new statewide program that can help with overdue bills like mortgage payments, property taxes, and utilities. The program is open to homeowners (with or without a mortgage) in Wisconsin with overdue housing-related bills who meet income and other eligibility requirements and have experienced a qualified economic hardship since January 21, 2020. The application portal is available online at <https://homeownerhelp.wi.gov>. For additional information, please call 1-855-2-HOME-WI.



Heat for Heroes is a charitable initiative that was created to give extra assistance to the growing population of Wisconsin Veterans in need. No American hero should ever have to make the decision between eating and heating, so Heat for Heroes steps in and provides a critical safety survival net for those veterans. For more information, access their website at <https://heat4heroes.org> or call 1-800-891-9276.



Wisconsin's Low Income Household Water Assistance Program (LIHWAP) provides financial assistance to low-income households to pay arrears preventing disconnection of water service, and to help with bill reduction. If you are in danger of falling behind on your water bills and losing your water service call [833-426-9472](tel:833-426-9472) to connect with a LIHWAP eligibility specialist, apply online at <https://wisconsinwater.help> or email support@wisconsinwater.help.

	OCTOBER	YTD 2024	BUDGET 2024	Over (Under) Budget	% OF BUDGET Highlight
				VARIANCE	90%
GENERAL FUND					
Taxes	4,369.42	979,261.88	986,870.00	(7,608.12)	99.23%
Total Licenses and Permits	10,734.36	88,795.42	109,005.00	(20,209.58)	81.46%
Intergovernmental Aid	206,231.64	1,336,366.35	2,951,976.00	(1,615,609.65)	45.27%
Public Charges for Service	10,785.15	151,847.45	152,885.00	(1,037.55)	99.32%
Fines and Forfeitures	6,882.68	77,946.83	88,500.00	(10,553.17)	88.08%
Total Interest	6,553.02	258,858.38	107,365.00	151,493.38	241.10%
Miscellaneous Revenue	47,527.62	192,404.34	155,293.00	37,111.34	123.90%
Other Financing Sources	17,984.51	234,710.70	226,900.00	7,810.70	103.44%
Total General Fund Revenue	311,068.40	3,320,191.35	4,778,794.00	(1,458,602.65)	69.48%
Village Board	5,618.13	72,825.59	104,025.00	(31,199.41)	70.01%
Administration	7,343.64	74,129.22	110,421.00	(36,291.78)	67.13%
Finance	23,135.42	226,660.69	353,995.00	(127,334.31)	64.03%
Clerk	17,842.24	207,701.51	259,078.00	(51,376.49)	80.17%
Community Development - Assessing	17,525.38	72,909.17	142,932.00	(70,022.83)	51.01%
Inspections	9,172.21	113,734.14	152,760.00	(39,025.86)	74.45%
Economic Development	3,705.31	91,097.03	107,753.00	(16,655.97)	84.54%
Village Hall	7,250.03	92,012.47	121,093.00	(29,080.53)	75.98%
Municipal Court	3,723.13	65,848.51	74,914.00	(9,065.49)	87.90%
Unallocated	9,414.89	53,357.37	209,980.00	(156,622.63)	25.41%
Insurance	6,443.36	187,682.36	211,147.00	(23,464.64)	88.89%
Village Promotion and Goodwill	8,103.44	34,294.77	47,276.00	(12,981.23)	72.54%
Fire Operations	24,042.22	256,379.47	346,996.00	(90,616.53)	73.89%
Fire Allocated	28,237.09	311,267.74	378,307.00	(67,039.26)	82.28%
Crossing Guards	7,345.32	54,855.91	80,706.00	(25,850.09)	67.97%
Public Works Administration	22,159.46	61,538.89	58,056.00	3,482.89	106.00%
Public Works Engineering & GIS	8,111.63	68,165.25	74,993.00	(6,827.75)	90.90%
Public Works Street Repair and Maintenance	53,051.06	558,465.84	846,840.00	(288,374.16)	65.95%
Public Works Support Services	2,757.03	32,013.57	57,323.00	(25,309.43)	55.85%
Public Works Vehicle Maintenance	27,293.49	117,917.43	170,857.00	(52,939.57)	69.02%
Public Works Snow and Ice Control	1,546.76	156,836.15	241,305.00	(84,468.85)	64.99%
Public Works Weed Control	166.19	5,822.66	23,275.00	(17,452.34)	25.02%
Public Works Recycling	2,408.94	45,640.63	56,961.00	(11,320.37)	80.13%
Park	49,849.26	503,366.31	601,216.00	(97,849.69)	83.72%
Recreation	10,580.89	176,804.85	238,885.00	(62,080.15)	74.01%
Forestry	27,104.74	228,007.45	222,198.00	5,809.45	102.61%
Youth Football	11,508.31	27,049.99	28,773.00	(1,723.01)	94.01%
Community Band	686.45	8,523.65	13,292.00	(4,768.35)	64.13%
Transfers	-	1,421,000.00	1,421,000.00	-	100.00%
Total General Fund Expenses	396,126.02	5,325,908.62	6,756,357.00	(1,430,448.38)	78.83%
GENERAL FUND NET REVENUES (EXPENSES)	(85,057.62)	(2,005,717.27)	(1,977,563.00)		
SANITATION					
Sanitation Revenues	52,018.15	522,406.76	600,300.00	(77,893.24)	87.02%
Sanitation Expenses	44,092.45	427,052.02	532,392.00	(105,339.98)	80.21%
SANITATION NET REVENUES (EXPENSES)	7,925.70	95,354.74	67,908.00		
FIRE EQUIPMENT DONATION					
Fire Equipment Donation Revenues	4,756.95	676,948.49	654,000.00	22,948.49	103.51%
Flag Pole Memorial Expenses	-	462.70	1,236,100.00	(1,235,637.30)	0.04%
FIRE EQUIPMENT DONATION NET REVENUES (EXPENSES)	4,756.95	676,485.79	(582,100.00)		
HEESAKKER PARK TRUST					
Heesakker Park Trust Revenues	-	-	800,000.00	(800,000.00)	0.00%
Heesakker Park Trust Expenses	-	-	800,000.00	(800,000.00)	0.00%
HEESAKKER PARK TRUST NET REVENUES (EXPENSES)	-	-	-		
AQUATICS					
Aquatics Revenue	380.75	215,151.03	209,376.00	5,775.03	102.76%
Aquatics Expenses	5,058.94	173,066.47	209,376.00	(36,309.53)	82.66%
AQUATICS NET REVENUES (EXPENSES)	(4,678.19)	42,084.56	-		

	OCTOBER	YTD 2024	BUDGET 2024	Over (Under) Budget	% OF BUDGET Highlight
				VARIANCE	90%
LIBRARY/CIVIC CENTER					
Library/Civic Center Revenues	3,949.45	710,734.78	692,568.00	18,166.78	102.62%
Library/Civic Center	51,789.45	538,259.07	727,468.00	(189,208.93)	73.99%
LIBRARY/CIVIC CENTER NET REVENUES (EXPENSES)	(47,840.00)	172,475.71	(34,900.00)		
CONSOLIDATED POLICE SERVICES					
Consolidated Police Services Revenue	415,767.57	4,285,621.14	4,335,344.00	(49,722.86)	98.85%
Police Services Consolidated	306,775.72	3,525,274.82	4,419,003.00	(893,728.18)	79.78%
CONSOLIDATED POLICE SERVICES NET REVENUES (EXPENSES)	108,991.85	760,346.32	(83,659.00)		
VAN LIESHOUT RECREATION CENTER					
Van Lieshout Rec Center Revenues	1,113.64	22,500.57	23,600.00	(1,099.43)	95.34%
Van Lieshout Rec Center Expenses	1,577.19	31,711.27	34,919.00	(3,207.73)	90.81%
VAN LIESHOUT NET REVENUES (EXPENSES)	(463.55)	(9,210.70)	(11,319.00)		
PROMOTIONAL FUND					
Promotional Fund Revenues	692.33	30,430.27	47,000.00	(16,569.73)	64.75%
Promotional Fund Expenses	-	25,790.40	40,400.00	(14,609.60)	63.84%
PROMOTIONAL NET REVENUES (EXPENSES)	692.33	4,639.87	6,600.00		
AMERICAN RESCUE FUND					
American Rescue Fund Revenues	-	237,727.28	-	224,040.84	#DIV/0!
American Rescue Fund Expenses	-	287,959.57	296,335.00	(15,913.09)	97.17%
AMERICAN RESCUE PROMOTIONAL NET REVENUES (EXPENSES)	-	(50,232.29)	(296,335.00)		
TRANSPORTATION SPECIAL REVENUE FUND					
Transportation Special Revenue Fund Revenues	-	503.79	200.00	303.79	251.90%
Transportation Special Revenue Fund Expenses	-	-	29,818.00	(29,818.00)	0.00%
TRANSPORTATION SR FUND NET REVENUES (EXPENSES)	-	503.79	(29,618.00)		
SMALL BUSINESS MICRO LOAN FUND					
Small Business Micro Loan Fund Revenues	-	6,729.69	5,000.00	1,729.69	134.59%
Small Business Micro Loan Fund Expenses	-	-	500.00	(500.00)	0.00%
SMALL MICRO LOAN FUND NET REVENUES (EXPENSES)	-	6,729.69	4,500.00		
FAÇADE RENOVATION GRANT FUND					
Façade Renovation Grant Fund Revenues	699.77	8,405.07	5,000.00	3,405.07	168.10%
Façade Renovation Grant Fund Expenses	(150.00)	571.60	750.00	(178.40)	76.21%
COMMUNITY DEVELOPMENT GRANT NET REVENUES (EXPENSES)	849.77	7,833.47	4,250.00		
NELSON CROSSING MAINTENANCE					
Nelson Crossing Maintenance Revenues	29.78	3,780.40	3,632.00	148.40	104.09%
Nelson Crossing Maintenance Expenses	-	-	3,505.00	(3,505.00)	0.00%
NELSON CROSSING MAINTENANCE NET REVENUES (EXPENSES)	29.78	3,780.40	127.00		

	OCTOBER	YTD 2024	BUDGET 2024	Over (Under) Budget	% OF BUDGET Highlight	
					VARIANCE	90%
EQUIPMENT REVOLVING FUND						
Equipment Revolving Revenue	8,744.94	834,474.47	635,000.00	199,474.47		131.41%
Equipment Revolving Expenses	-	447,282.50	861,660.00	(414,377.50)		51.91%
EQUIPMENT NET REVENUES (EXPENSES)	8,744.94	387,191.97	(226,660.00)			
FACILITY AND TECHNOLOGY FUND						
Facility and Technology Fund Revenues	364.77	168,872.17	164,550.00	4,322.17		102.63%
Facility and Technology Fund Expenditures	17,281.65	116,094.54	181,550.00	(65,455.46)		63.95%
FACILITY AND TECHNOLOGY NET REVENUES (EXPENSES)	(16,916.88)	52,777.63	(17,000.00)			
FIRE STATION CONSTRUCTION						
Fire Station Construction Revenues	2,285.42	25,567.36	-	65,455.46	#DIV/0!	
Fire Station Construction Expenditures	-	17,196.50	600,000.00	(582,803.50)		2.87%
FIRE STATION CONSTRUCTION NET REVENUES (EXPENSES)	2,285.42	8,370.86	(600,000.00)		648,258.96	
TAX INCREMENT DISTRICT 4						
Tax Increment District 4 Revenues	6,591.23	1,886,852.34	1,766,150.00	120,702.34		106.83%
Tax Increment District 4 Expenses	501.00	1,391,083.69	1,348,808.00	42,275.69		103.13%
TAX INCREMENTAL DISTRICT 4 NET REVENUES (EXPENSES)	6,090.23	495,768.65	417,342.00			
TAX INCREMENT DISTRICT 5						
Tax Increment District 5 Revenues	1,533.54	460,927.75	417,698.00	43,229.75		110.35%
Tax Increment District 5 Expenses	5,484.58	296,593.97	303,511.00	(6,917.03)		97.72%
TAX INCREMENTAL DISTRICT 5 NET REVENUES OVER EXPENSES	(3,951.04)	164,333.78	114,187.00			
TAX INCREMENT DISTRICT 6						
Tax Increment District 6 Revenues	24,060.31	2,550,952.81	2,090,586.00	460,366.81		122.02%
Tax Increment District 6 Expenses	8,773.58	1,889,190.02	1,821,594.00	67,596.02		103.71%
TAX INCREMENTAL DISTRICT 6 NET REVENUES (EXPENSES)	15,286.73	661,762.79	268,992.00			
TAX INCREMENT DISTRICT 7						
Tax Increment District 7 Revenues	6,573.37	880,852.04	698,000.00	182,852.04		126.20%
Tax Increment District 7 Expenses	199,850.54	2,984,545.86	3,898,325.00	(913,779.14)		76.56%
TAX INCREMENTAL DISTRICT 7 NET REVENUES (EXPENSES)	(193,277.17)	(2,103,693.82)	(3,200,325.00)			
TAX INCREMENT DISTRICT 8						
Tax Increment District 8 Revenues	3,372.30	150,923.24	105,000.00	45,923.24		143.74%
Tax Increment District 8 Expenses	3,735.69	191,684.23	1,662,194.00	(1,470,509.77)		11.53%
TAX INCREMENTAL DISTRICT 8 NET REVENUES (EXPENSES)	(363.39)	(40,760.99)	(1,557,194.00)			
PARK IMPROVEMENT						
Park Improvement Revenue	3,578.20	510,796.23	480,100.00	30,696.23		106.39%
Park Improvement Expenses	100,796.77	579,428.43	794,743.00	(215,314.57)		72.91%
PARK IMPROVEMENTS NET REVENUES (EXPENSES)	(97,218.57)	(68,632.20)	(314,643.00)			
CONSTRUCTION FUND						
Special Assessment Revenue	36,011.72	550,981.27	118,403.00	432,578.27		465.34%
Capital Projects Revenue	(6,111.82)	108,908.67	152,102.00	(43,193.33)		71.60%
TOTAL CONSTRUCTION REVENUE	29,899.90	659,889.94	270,505.00	389,384.94		243.95%
Special Assessment Expense	94.13	176,230.38	189,956.00	(13,725.62)		92.77%
Construction Projects	4,790.13	28,849.62	119,015.00	(90,165.38)		24.24%
Administration Capital Projects	15,773.27	139,576.68	176,190.00	(36,613.32)		79.22%
TOTAL CONSTRUCTION EXPENSES	20,657.53	344,656.68	485,161.00	(140,504.32)		71.04%
CONSTRUCTION FUND NET REVENUES (EXPENSES)	9,242.37	315,233.26	(214,656.00)			

	OCTOBER	YTD 2024	BUDGET 2024	Over (Under) Budget	% OF BUDGET Highlight
				VARIANCE	90%
SEWER					
Sewer Revenues	378,690.94	3,323,755.35	3,640,837.00	(317,081.65)	91.29%
Sewer Capital	725.20	7,371.59	16,009.00	(8,637.41)	46.05%
Sewer Financing	21,483.00	218,947.95	262,318.00	(43,370.05)	83.47%
Sewer Treatment	200,319.91	1,917,966.41	2,781,803.00	(863,836.59)	68.95%
Sewer Collection	12,768.15	162,031.56	228,570.00	(66,538.44)	70.89%
Sewer Customer A/R	16,027.74	130,697.47	170,092.00	(39,394.53)	76.84%
Sewer Admin and General	10,856.64	176,383.55	221,209.00	(44,825.45)	79.74%
TOTAL SEWER EXPENSES	262,180.64	2,613,398.53	3,680,001.00	(1,066,602.47)	71.02%
SEWER NET REVENUES (EXPENSES)	116,510.30	710,356.82	(39,164.00)		

WATER UTILITY

Water Utility Revenues	227,912.68	2,254,033.35	2,963,472.00	(709,438.65)	76.06%
Water Capital Projects	919.81	8,224.65	16,593.00	(8,368.35)	49.57%
Water Financing	71,752.24	689,346.11	815,179.00	(125,832.89)	84.56%
Water Source	798.46	13,560.13	60,500.00	(46,939.87)	22.41%
Pumping	21,030.87	210,787.30	299,438.00	(88,650.70)	70.39%
Water Treatment	54,865.31	600,744.84	704,626.00	(103,881.16)	85.26%
Water Distribution	43,466.23	708,172.89	908,591.00	(200,418.11)	77.94%
Customer A/R	8,262.27	63,681.41	87,824.00	(24,142.59)	72.51%
Admin and General	9,157.80	133,796.99	207,294.00	(73,497.01)	64.54%
TOTAL WATER EXPENSES	210,252.99	2,428,314.32	3,100,045.00	(671,730.68)	78.33%
WATER NET REVENUES (EXPENSES)	17,659.69	(174,280.97)	(136,573.00)		

STORMWATER UTILITY

Stormwater Revenue	121,629.24	1,366,927.41	2,394,785.00	(1,027,857.59)	57.08%
Stormwater Capital Projects	12,915.30	64,723.31	2,496,736.00	(2,432,012.69)	2.59%
Storm Financing	58,524.71	505,588.65	599,186.00	(93,597.35)	84.38%
Storm Pond Maintenance	13,961.32	84,687.00	175,345.00	(90,658.00)	48.30%
Storm Collection	18,951.13	173,974.34	169,262.00	4,712.34	102.78%
Storm Customer A/R	5,647.61	53,023.04	72,000.00	(18,976.96)	73.64%
Storm Admin and General	20,394.15	210,843.24	271,790.00	(60,946.76)	77.58%
TOTAL STORM EXPENSES	130,394.22	1,092,839.58	3,784,319.00	(2,691,479.42)	28.88%
STORMWATER NET REVENUES (EXPENSES)	(8,764.98)	274,087.83	(1,389,534.00)		

Tax settlement for 2023 taxes collected in 2024 is complete. Reminder majority of State aids are received in November. Building permits are down for 2024. Expenses less than~50% in general fund include the market revaluation will not be completed in 2024 but carried over to 2025, no funds spent from the contingency fund in 2024 and continuing with previous years trends, less labor spent in weed control area than budgeted (2025 Budget was updated to reflect this).

Continue to see interest and investment income impacted as result of the market. 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 marketplace 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 Village at the end of October is a \$77,622 unrealized loss.

Annual support for TIPSS and payout for retirement of clerk (Court), Valley Transit quarterly aid that offsets local share is quarterly (third quarter not received yet), property/workers comp insurance is paid for all four quarters, GIS has more labor allocated due to work on updating the system, Economic Development paid the development incentive for 2024, Forestry completed stump grinding and transfers for funds designated for reduction of debt account for variances in expenses higher than 90% in the general fund. The Fire apparatus is still being built thus expenses lower than budget in Fire Equipment Special Revenue account. Van Lieshout expense include the lease payment on the recreation center. The American Rescue Fund projects will be complete in 2024. The Fire Station Construction contracts are in place and expected to kick off. Several incentive payments were made per terms of the development agreements in TID Districts. The Pine Street Project (TID 8) is anticipated to move forward per recent discussions. The utility capital projects continue with a few that will not complete in 2024 but carryover to 2025.

Landfill revenue for Sewer Utility is billed on a quarterly billing; first through third quarter bills are included above. Strength invoices have not been issued to Nestle, Bel Brands and Oh Snap Pickling (October).

Capital Contributions (revenue) are not recorded until year end (capital assets paid for by TID or contributed by developers) in the Sewer Utility (\$238,000), Water Utility (\$450,000) and Stormwater (\$1,030,000).

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

Community Development

SEPTEMBER/OCTOBER HIGHLIGHTS

- Met with Commercial Developers and architects regarding development sites in and out of TIDs in village.
- Continued Inspections of homes, apartments, and commercial projects.
- Completed the budget presentation and adoption of the 2025 budget for our department.
- Informational handouts were updated and uploaded to the Village's website. These handouts are easy to read and provide basic information regarding regulations for pools, sheds, fences, etc. Fillable PDFs of the building permit applications were also added to the website as another option for applying for permits.
- Interdepartmental coordination to draft the Mazzanti Estates Development Agreement and review the site plans continued.
- Attended the League of WI Municipalities Conference in Middleton to learn from our peers and network with other communities from around the state.
- Currently reviewing a Site Plan for Lee's Contracting and finalized a CSM for a lot line adjustment for two residential lots in Founders Estates.

TOP PRIORITIES FOR NOVEMBER 2024

- 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.
- BRE Visits with more businesses
- Work through Site Plan review on multiple projects
- Review the work to update Section 8 and create a code section that leans on the state DSPS code requirements to reduce chances for conflicts between our local code and state building code.
- Work with East Central Regional Planning Commission to define planning parameters for future land use planning on the north side of the village.
- Research and review options for permitting software for building permits.

Community Development

- Begin updates to Municipal Code regulations regarding driveway replacements and expansions.
- Complete the update of the Planning Applications and post them on the website.

BUILDING PERMIT SUMMARY

Building Permits Issued in October 2024

# Residential	# Commercial	Total	Total \$ Fees	Est. Construction \$
23	4	39	\$9,835	\$5,546,807

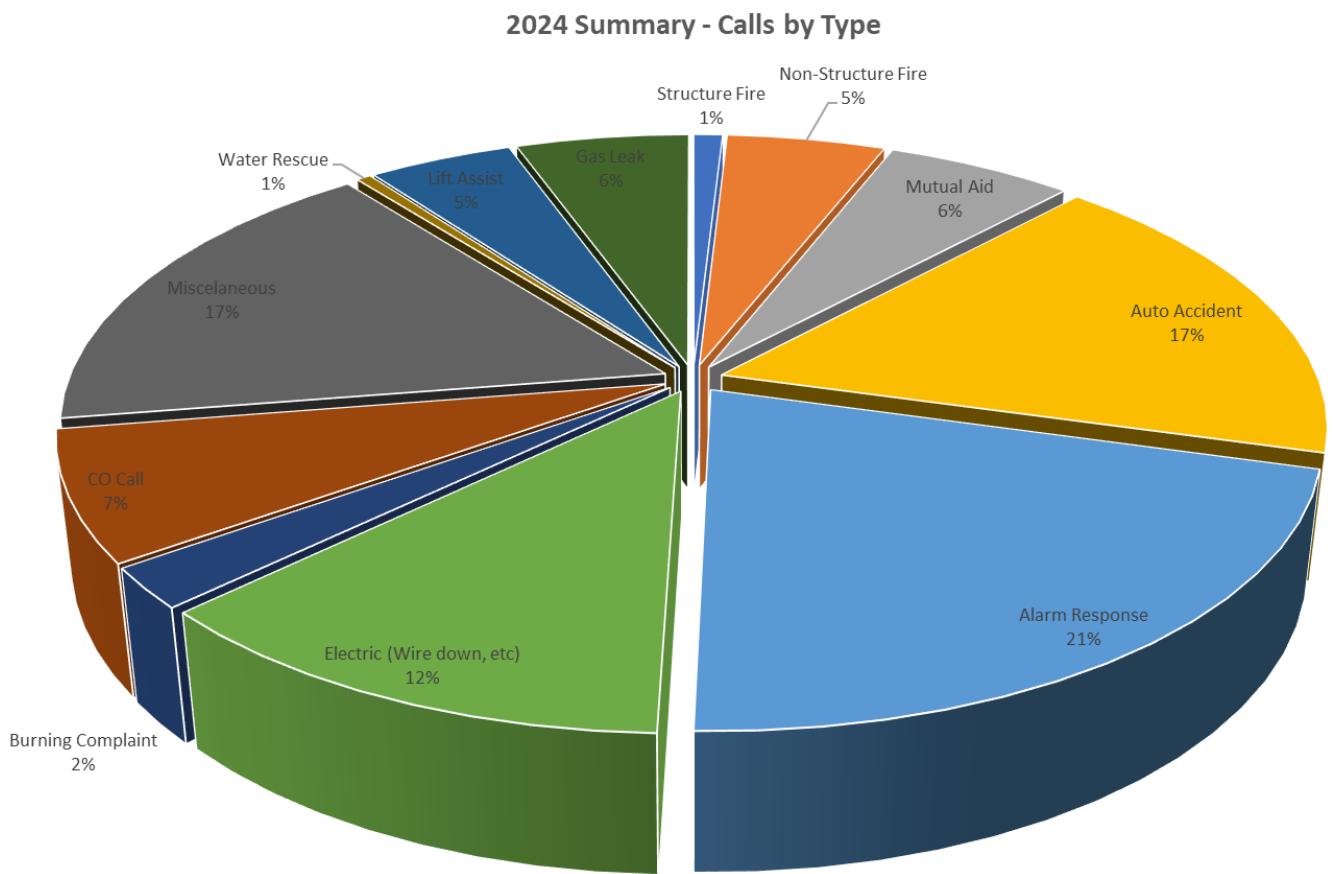
Permits Issued in 2024 as of November 13, 2024

Total # of Permits	Total \$ Fees	Est. Construction \$
326	\$41,672.25	\$17,976,342

Number of New Home Permits Year To Date

# New Single Family	# Duplexes	Total
3	7	10

Little Chute Fire Department



LCFD Incident Report - October 2024

Number of Incidents: 25

Incidents Last Year: 9

Year-to-Date: 218

Date	Time	Incident Number	Location	Description	Response	Vehicles
10/1/2024	8:45	24LC00194	Buchanan & North	Pole down near intersection	Provide safe area, notify utility	3621 - Engine
						3621 - Engine
						3641 - Aerial
10/1/2024	23:53	24LC00195	1601 Freedom Rd	Alarm sounding	Nothing found, silenced alarm	3671 - Rescue
10/2/2024	9:18	24LC00196	401 Elm Drive	Carbon monoxide detector sounding	Investigate, nothing found	3621 - Engine
10/2/2024	17:14	24LC00197	614 Pierce Ave	Smoke detector sounding	Investigate, nothing found	3621 - Engine
10/3/2024	12:53	24LC00198	2228 Golden Gate Dr	Fire alarm sounding	Investigate, working on system	3621 - Engine
10/5/2024	11:56	24LC00199	Hwy 41 & Holland	Two vehicle accident with rollover	Accident cleanup	3621 - Engine
10/6/2024	11:05	24LC00200	419 Buchanan Street	Burning complaint	Metro will issue ticket	3621 - Engine
10/10/2024	15:28	24LC00201	E North Ave & Buchanan	Truck hit light pole	Investigate, utility will handle	3621 - Engine
						3621 - Engine
10/10/2024	16:10	24LC00202	Hwy 41 & Freedom	Two vehicle accident	Scene safety	3622 - Engine
						3621 - Engine
10/10/2024	17:12	24LC00203	North & French	Two vehicle accident	Scene safety	3671 - Rescue
						3621 - Engine
10/11/2024	12:31	24LC00204	3630 Cherryvale Ave	Alarm sounding	Boiler work by maintenance triggered	3641 - Aerial
10/13/2024	3:26	24LC00205	1019 Florida Ave	CO alarm sounding	Investigate, nothing found	3621 - Engine
						3621 - Engine
						3641 - Aerial
10/14/2024	12:29	24LC00206	1901 E Main St	Male fell 20 ft off building	Assist Theda Star landing	3671 - Rescue
						3621 - Engine
16-Oct	13:16	24LC00207	2204 Golden Gate Dr, Apt#15	Smell of propane	Detectors indicate leak, provide safe area until WE energies could respond	3621 - Engine
						3671 - Rescue
16-Oct	16:28	24LC00208	1421 N Ballard Rd	Mutual aid with Appleton FD for structure fire	Cancelled in route, LCFD resources not needed	3622 - Engine
21-Oct	15:05	24LC00209	920 Skyview Ave	CO alarm sounding	Nothing found - provided new alarm	3621 - Engine
						3621 - Engine
22-Oct	7:19	24LC00210	Hwy 41 & Buchanan	Two vehicle accident	Accident cleanup	3622 - Engine
22-Oct	10:08	24LC00211	411 Vandenbroek St	Alarm sounding	False alarm	3621 - Engine
22-Oct	20:02	24LC00212	1825 McDonald St, Appleton	Possible structure fire	Cancelled per AFD	3622 - Engine
						3621 - Engine
27-Oct	19:16	24LC00213	Holland Rd & Golden Gate Dr	Vehicle hit deer and pole	Accident cleanup	3671 - Rescue
27-Oct	21:18	24LC00214	130 Patriot Dr	Guest stuck in bathroom	Forced door in room	3621 - Engine
28-Oct	16:47	24LC00215	W Main & Madison St	Vehicle struck pole	Hold at station	3621 - Engine
28-Oct	17:09	24LC00216	W North Ave & Madison	Two vehicle accident	Accident cleanup	3621 - Engine
29-Oct	9:43	24LC00217	Harding St & Coolidge Ave	Line down	Cable wire - no issue	3621 - Engine
30-Oct	12:17	24LC00218	2300 W Main St	Transformer box sparking	Notify utility	3621 - Engine



FOX VALLEY METRO POLICE DEPARTMENT

PERSONNEL

Metro Anniversaries for November:

- School Crossing Guard Richard Bevers: Nine years

The Patrol Officer hiring process has been publicly posted. The process will close on November 27, 2024, with an expected hire date in mid-January of 2025.

TRAINING

For training we completed our Bi-annual Emergency Vehicle Operator's Course (EVOC). Some staff attended the Tracs (Traffic and Criminal Software system) Conference. Some of the patrol officers attended ARIDE (Advanced Roadside Impaired Driving Enforcement) training. The FVMPD Drone Team just completed an annual orientation/certification flight through FEMA.

BUDGET & FINANCE

A Grant has been submitted to CoVantage Credit Union for a speed trailer and marquee sign. This equipment has been inserted or considered in previous years' budgets but has been removed due to budget parameters.

PATROL & INVESTIGATIONS

Patrol staff have been covering several crossing guard positions over the past few weeks. This is due to crossing guards quitting or being out on extended medical leave.

From an investigation's standpoint, we arrested a Kimberly woman on an arson to a vehicle. We responded to and investigated two sexual assault complaints in the last week. We also had two vehicles stolen from Little Chute that were both recovered and processed for evidence. One of the drivers was arrested in Green Bay for fleeing and crashing into a squad car.

ADMINISTRATION

Mr. Scott Schommer, Chairperson of the Metro Joint Police Commission, will be resigning from the commission. His last meeting will be November 12th. He has served for 28 years.

The Administrative Manager will be attending Open Records training in November to assist with the Open Records requests we receive.

During the month of October, Clerical staff were able to assist with 149 phone calls regarding info on scams/ordinances and assisted in generating incident calls from 33 phone calls for dispatch. Staff completed 13, In-Custody/Referrals and 178 Citations and Warnings. There was a total of 26 Parking Citations entered into the system and/or payment made.

The Clerks completed multiple bartender requests, crash reports, warrant returns, open records and evidence requests, imputing dispositions into our Records Management System, as well as reading reports.

Clerk Armbruster has been assisting our Investigators with evidentiary processing of recovered stolen vehicles to assist with some of their workload.

Staff just completed onboarding and will be training a new Substitute Crossing Guard in November to assist with upcoming surgeries/vacations planned by permanent Guards.

SPECIAL EVENTS

Vice President Kamala Harris visited our village on Friday, November 1st. This visit was not a vice-presidential visit but rather, it was a partisan campaign visit to promote her bid for the Office of the President.

I would like to recognize the efforts of all village staff that worked in support of this private event. Specifically, Police, Fire and Streets Department staff came together and worked in a professional manner providing safety and security to the event attendees and the community. Administrator Bernhoft was even present during planning meetings and the event itself, lending his support to the overall mission.

Our department was made aware of this event with about 48 hours' notice. About 24 of our 27 sworn staff worked at this event. Many came in on their days off to support this event. We requested the City of Kaukauna to cover calls for service in Kimbelry and Little Chute since we did not have the patrol staffing to do this.

136.50 labor hours were used to plan and staff this event. If reimbursable, total billable wages would be around \$7,800.00 for Metro staff.

The Police Lights of Christmas hand off event is on December 3rd in Green Bay. This is when we receive our care packages and gift cards from the program to be handed out to the needy in our communities.



<https://lightsofchristmas.us/>

Metro will have staff assisting with the Christmas parade as well.

Monthly Activity

Below is a three-month comparison for calls for service in the Village of Little Chute.





FOX VALLEY METRO POLICE DEPARTMENT

Month-to-Date CAD Call Detail

Month-To-Date CAD Received Calls

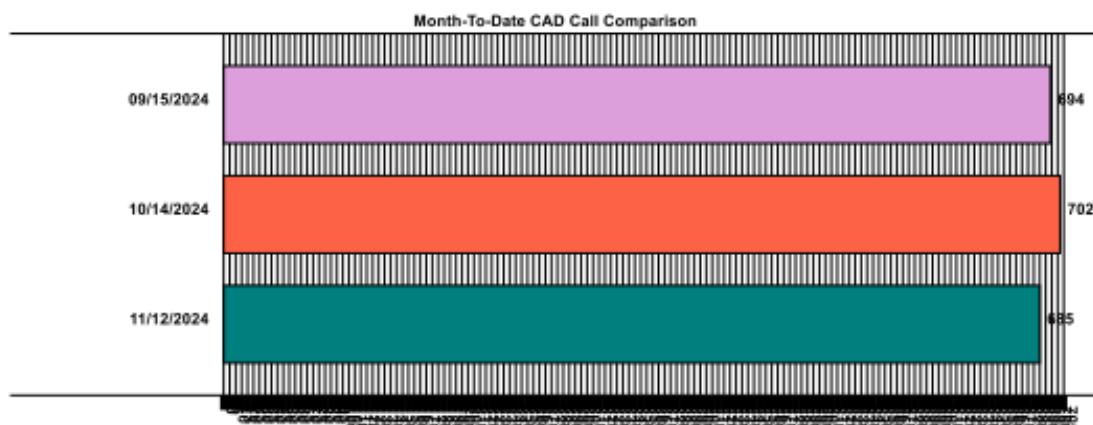
Call Nature	10/15/2024	09/16/2024	1 mo %	08/18/2024	2 mo %
	to 11/12/2024:	to 10/14/2024:	change:	to 09/15/2024:	change:
911 Misdia!	30	30	0.0%	48	-37.5%
Abandoned Vehicle	0	3	-100.0%	4	-100.0%
Accident in a Parking Lot	6	4	50.0%	2	200.0%
Accident with Extrication	0	2	-100.0%	0	N/A
Accident with Injury	2	3	-33.3%	1	100.0%
Accident with Scene Safety	1	2	-50.0%	2	-50.0%
Accident with Spill Cleanup	1	0	N/A	2	-50.0%
Alcohol Violations	0	0	N/A	1	-100.0%
Allergies C-Charles Response	0	0	N/A	1	-100.0%
Animal Bite	4	2	100.0%	4	0.0%
Animal Call	14	22	-36.4%	13	7.7%
Assist Citizen or Agency	49	53	-7.5%	48	2.1%
Back Problem A-Adam Response	0	2	-100.0%	0	N/A
Bicycle Stop	1	1	0.0%	3	-66.7%
Bleeding B-Boy Response	1	2	-50.0%	1	0.0%
Bleeding C-Charles Response	0	1	-100.0%	0	N/A
Bleeding D-David Response	0	1	-100.0%	0	N/A
Breathing Problem D-David	1	3	-66.7%	3	-66.7%
Burns C-Charles Response	0	0	N/A	1	-100.0%
Business Check	5	5	0.0%	1	400.0%
Carbon Monoxide Alarm	2	2	0.0%	0	N/A
Chest Complaint C-Charles	1	0	N/A	0	N/A
Chest Complaint D-David	2	2	0.0%	2	0.0%
Choking D-David Response	0	1	-100.0%	0	N/A
Civil Matter Assist	0	2	-100.0%	0	N/A
Civil Process	15	11	36.4%	16	-6.2%
Crime Prevention	23	32	-28.1%	26	-11.5%
Damage to Property	6	3	100.0%	2	200.0%
Diabetic Issue A-Adam	1	0	N/A	0	N/A
Diabetic Issue C-Charles	1	0	N/A	0	N/A
Diabetic Issue D-David	1	2	-50.0%	0	N/A

Village of Little Chute Monthly Report – October 2024

Disorderly Conduct	1	0	N/A	0	N/A
Disturbance	11	16	-31.2%	13	-15.4%
Domestic Disturbance	1	1	0.0%	1	0.0%
Drug Complaint	2	3	-33.3%	9	-77.8%
Dumpster Fire	1	0	N/A	0	N/A
Fainting A-Adam	0	0	N/A	1	-100.0%
Fainting C-Charles	2	0	N/A	0	N/A
Falls A-Adam Response	3	2	50.0%	1	200.0%
Falls B-Boy Response	6	2	200.0%	1	500.0%
Falls D-David Response	0	1	-100.0%	1	-100.0%
Fire Alarm Commercial	4	8	-50.0%	5	-20.0%
Fire Alarm Residential	0	1	-100.0%	0	N/A
Fire Dept Public Relations	1	0	N/A	0	N/A
Fire Service Callout	0	0	N/A	1	-100.0%
Fire Stuck Elevator Rescue	0	2	-100.0%	0	N/A
Fire Unauthorized Burning	0	1	-100.0%	1	-100.0%
Follow Up	20	25	-20.0%	25	-20.0%
Fraud Complaint	9	1	800.0%	4	125.0%
Garbage or Rubbish Fire	0	0	N/A	1	-100.0%
Graffiti Complaint	1	0	N/A	0	N/A
Harassment	7	5	40.0%	9	-22.2%
Hazard in Roadway	16	11	45.5%	17	-5.9%
Heart Problem C-Charles	1	0	N/A	0	N/A
Heart Problem D-David	2	3	-33.3%	0	N/A
Jail GPS Checks	30	14	114.3%	6	400.0%
Juvenile Complaint	6	13	-53.8%	12	-50.0%
Law Alarms - Burglary Panic	7	11	-36.4%	11	-36.4%
Law Enforcement Medical	0	1	-100.0%	0	N/A
Lost or Found Valuables	15	7	114.3%	9	66.7%
Medical Assistance No Injury	3	1	200.0%	1	200.0%
Medical Pre-Alert	6	3	100.0%	3	100.0%
Missing Person	0	1	-100.0%	1	-100.0%
Motorist Assist	26	21	23.8%	30	-13.3%
Natural Gas or Propane Leak	3	0	N/A	0	N/A
Noise Complaint	1	2	-50.0%	2	-50.0%
Ordinance Violation	9	15	-40.0%	12	-25.0%
Overdose C-Charles	0	1	-100.0%	0	N/A
Parking Enforcement	7	17	-58.8%	8	-12.5%
Reckless Driving Complaint	16	24	-33.3%	19	-15.8%
Restraining Order Tracking	0	1	-100.0%	2	-100.0%
Retail Theft	0	3	-100.0%	0	N/A

Village of Little Chute Monthly Report – October 2024

Runaway Juvenile	6	1	500.0%	1	500.0%
Scam	0	1	-100.0%	2	-100.0%
School Safety	19	22	-13.6%	11	72.7%
Seizure A-Adam Response	0	1	-100.0%	0	N/A
Seizure C-Charles Response	1	1	0.0%	0	N/A
Seizure D-David Response	1	0	N/A	0	N/A
Sex Offense	3	1	200.0%	1	200.0%
Sick A-Adam	2	2	0.0%	5	-60.0%
Sick C-Charles	2	2	0.0%	0	N/A
Sick D-David	0	1	-100.0%	0	N/A
Stroke C-Charles	2	3	-33.3%	1	100.0%
Structure Fire Smoke or Flame	1	1	0.0%	2	-50.0%
Suicide A-Adam	0	0	N/A	1	-100.0%
Suspicious Incident	8	10	-20.0%	19	-57.9%
Suspicious Person	5	5	0.0%	5	0.0%
Suspicious Vehicle	6	6	0.0%	10	-40.0%
Theft Complaint	7	3	133.3%	4	75.0%
Theft of Automobile Complaint	2	0	N/A	1	100.0%
Traffic Enforcement	28	31	-9.7%	23	21.7%
Traffic Stop	126	125	0.8%	146	-13.7%
Transport	0	1	-100.0%	0	N/A
Transport Accident A-Adam	1	0	N/A	0	N/A
Transport Accident D-David	0	0	N/A	1	-100.0%
Traumatic Injuries A-Adam	1	0	N/A	0	N/A
Traumatic Injuries B-Boy	1	2	-50.0%	0	N/A
Trespassing	6	2	200.0%	0	N/A
Unconscious D-David	4	3	33.3%	2	100.0%
Unknown Problem D-David	1	0	N/A	0	N/A
Unlocked or Standing Open Door	9	5	80.0%	7	28.6%
Vehicle Accident	17	18	-5.6%	21	-19.0%
Vehicle Lockout	3	7	-57.1%	5	-40.0%
Violation of Court Order	1	3	-66.7%	1	0.0%
Wanted Person or Apprehension	1	3	-66.7%	4	-75.0%
Weapon Violation	1	1	0.0%	1	0.0%
Welfare Check	33	33	0.0%	27	22.2%
Wire Down	3	0	N/A	6	-50.0%





October Library Report

HIGHLIGHTS

- Approved the automation services agreement with OWLS.
- Circulation continues to be up about 8% from the same period last year.
- Public computer use was up 83% in October 2024 (417 sessions) compared to October 2023 (228 sessions).
- Programming Statistics:
 - We offered 43 programs in October; total program participation was 1,016 people.
 - We have offered 263 programs through the month of October with an attendance of 6,082.
- Megan helped to update the performance review form for part-time library staff.
- Taylor participated in the ConnectED Community meeting.
- Megan attended the Back in Circulation conference in Madison.
- The Friends of the Library page on the library's website has been updated with current information.
- Finalized the periodicals order with the new vendor for 2025.

UPCOMING GOALS

- Continue to clean out and organize the main storage closet.
- Continue to work on cleaning up the Library of Things collection.
- Continue to clean up library records in the integrated library system.
- Schedule performance review meetings with staff.

Park, Rec, Forestry & Facilities

HIGHLIGHTS

- Continued chipper work.
- Planted 22 Terrace Trees from Terrace Tree Program.
- Planted 44 Park Trees from Heart of Valley Interceptor reimbursement project.
- Drained the Doyle Pool and began the winterization process.
- Complete Phase 3 of Ebben Trail: Vandenbroek to Holland Roads.
- Have substantial completion of Splash Pad.
- Start process for winterizing Splash Pad
- Draft RFQ for Heesakker Pavilion Project.
- Prepped planters to receive new holiday winter greens.
- Prepped street light poles for Holiday Lights.
- Prep parks green space for aeration.
- Continue to update GIS Tree Inventory system.
- Prep for aeration, irrigation and winterization of all facilities and fields.
- Continue Ebben Trail Phase 4 design and development.
- Held Family Glow Walk at Van Lieshout Park on 10/4. Had 250 registrants who walked lit park trails to collect their glow items at assigned station areas.
- Fall Archery Program finished classes the third week of the month.
- Fall Youth Soccer Program and Flag Football Program finished their seasons the third week of the month; all players received award ribbon.
- Held Jets Football Banquet on 10/19 at Tanner's in Kimberly; all players received participation certificate. Held player football equipment hand-in on 10/21.
- Prepared for elections at Village Hall.
- Start installation of updated security system in Village Hall.



TOP PRIORITIES FOR NOVEMBER

- Prepare to have HOV Interceptor project start.
- Final prep for adult and senior yoga classes starting in November.
- Order costumes for Little Stars Dance Team.
- Chute-ing Stars Dance Team to start their competition season this month.
- Continue chipping.
- Complete pool winterization and start any maintenance work.
- Prep for winter season.
- Final winterization of irrigation system and parks bathrooms/water fountains.
- Continue to update GIS Tree Inventory
- Host elections November 5 at Village Hall.
- Complete planting of 44 park trees in Heesakker Park.
- Continued design and development of Ebben Trail Phase 4: Holland to Cherryvale.
- Complete installation of updated security system in Village Hall.
- Work on Tree City USA Application information and documents.

Department of Public Works

Monthly Report – October

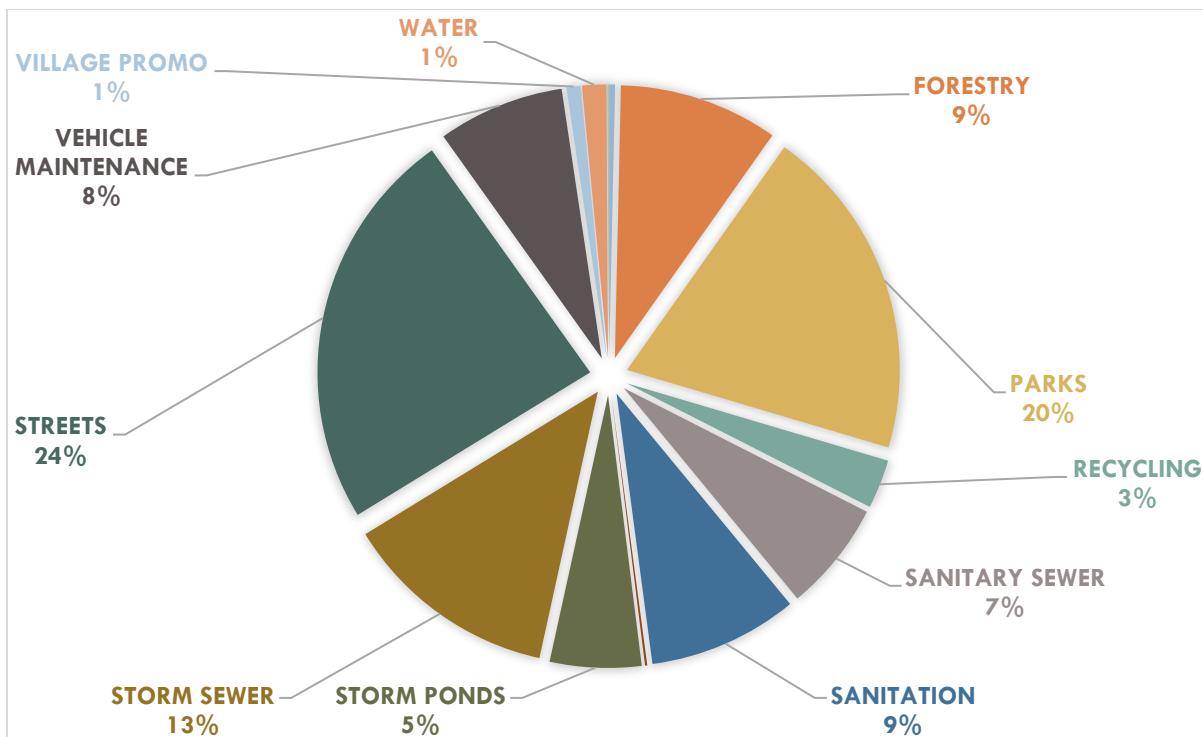
Highlights

- Employees maintained and read laser meters in sanitary sewer system.
- Erosion control and storm water permits were monitored.
- Prepared equipment for leaf collection.
- Cleaned trash racks, checked outfalls, repaired one storm inlet, and mowed perimeter around storm ponds.
- Jetted 17,950 feet of main line in the sanitary sewer collection system.
- Leaf vacuums were sent out daily.
- Completed street painting for railroad crossings.
- Held the annual snowplow meeting with the Public Works crew.
- Began to set up patrol trucks for winter operations.
- Placed snow fence and plow markers throughout the Village.

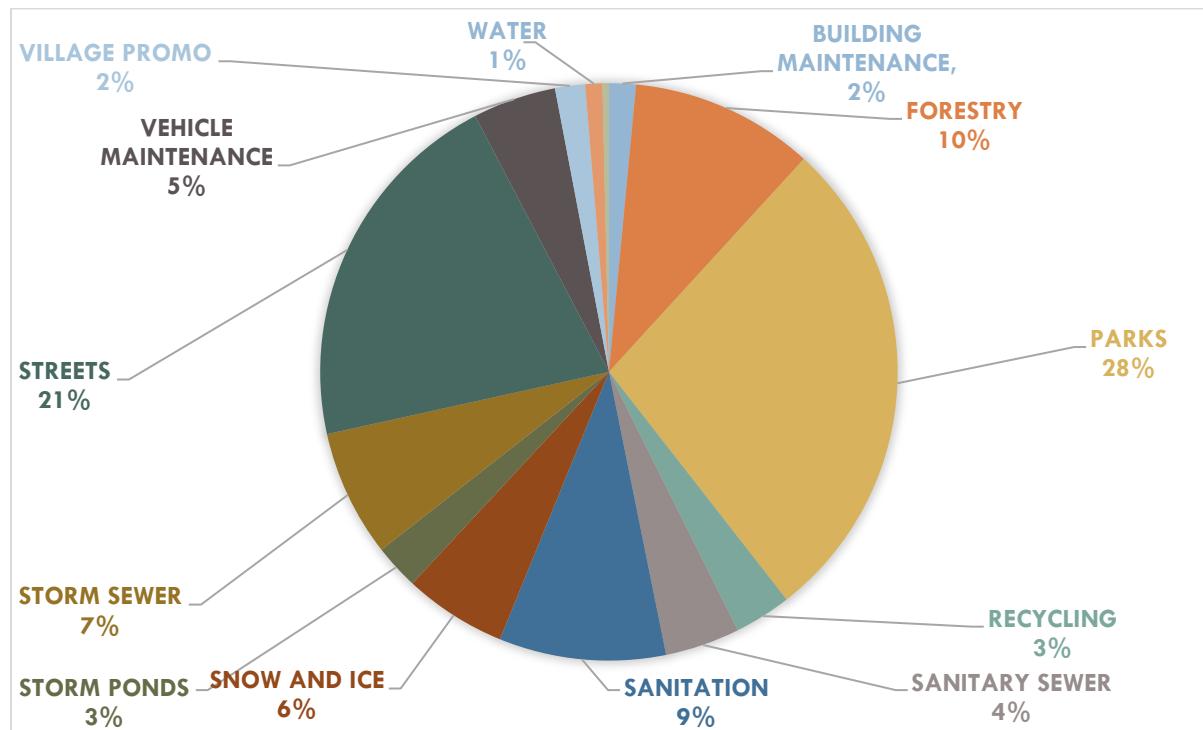
Top Priorities for November

- Employees will continue to look for I&I in the sanitary collection system.
- Monitor erosion control and storm water permits.
- Continue the fall leaf collection program until inclement weather happens.
- Keep yard waste site open until inclement weather happens.
- Keep the Village roads safe due to ice and snow.

October 2024 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

ENGINEERING NOTES: 2024 Utility Projects – October

West Evergreen Drive - Utility Project

Don Hietpas & Sons completed the utility construction contract in June.

West Evergreen Drive - Paving Project

Vinton Construction completed the concrete street pavement, driveways, and multi-use trail. Northeast Asphalt completed the asphalt intersection tie-in's, driveways, and the road patch on Fullview Drive. Crews have finished grading and seeding operations, the project is substantially complete except for any outstanding punch-list items.

Founders Estates Subdivision

Work to repair the asphalt pavement in Vandenbroek Road was completed during the first week in October. Village staff have created a project punch-list and are working with the Developer to have these items completed in a timely manner.

Top Priorities for November 2024

West Evergreen Drive - Paving Project

The project is substantially complete except for any outstanding punch-list items, staff continues to inspect those items when completed, as necessary. Work continues to finalize project quantities, process pay applications, and to close out construction contracts.

Founders Estates Subdivision

Multiple residential duplex sites have broken ground, excavation for foundations and building construction is underway. Inspections have begun related to the permitting for concrete driveways, aprons, and the public sidewalks. Staff are working with each contractor/property owner to verify concrete sidewalk, and aprons are installed per the approved subdivision plans. Staff continue working with the Developer to inspect punch-list items as completed.

Railroad Quiet Zone

Staff have been working with the Federal Railroad Administration (FRA) to coordinate the implementation of the Village of Little Chute Railroad Quiet Zone. The Notice of Intent (NOI) to establish the 24-Hour Railroad Quiet Zone for Village crossings has been submitted. The NOI is required by the Federal Railroad Administration (FRA) as part of the process and gives notice to all effected parties/RR authorities including the FRA, CN, WisDOT, Outagamie County, Hartwig Family, and the Office of the Commissioner of Railroads. As part of this notice, the Village has developed a packet of information further describing the proposed Quiet Zone and additional information as

required, recipients have reviewed the current conditions and supplementary information, and comments have been received. Work to complete additional upgrades required by the FRA has been on-going and is nearing completion. Staff continue working with regulating authorities and are nearing authorization to establish and implement the quiet zone for the Village of Little Chute.

Miscellaneous:

Engineering Staff continues work on the 2024 West Evergreen Drive (Phase 3) Reconstruction Project which is located between Holland Road and Vandenbroek Road. Work to create record documents, update GIS records, as well as construction administration and management.

Construction of the Ebb Trail Bridges No. 1 & 2 is complete. Staff have worked with Milbach Construction to administer final quantities and pay application to complete project closeout. A final punch-list was created to address any remaining items, Milbach has completed any remaining tasks, and the Village has requested their final pay application to close-out this project.

Engineering continues reviewing, issuing, and inspecting all right of way permits for the Village. Continued efforts to investigate and repair utilities that have been impacted or damaged during the TDS and/or AT&T construction process. Staff are also working with Bug Tussel on permitting their proposed fiber project which will impact the Village on Rosehill Road and Holland Road.

Efforts continue to assist other departments with daily tasks as well as any special projects or requests. Staff continue to focus on assisting the Parks Department with upcoming construction projects, including the Van Lieshout Park Splashpad, the next phase of Ebb Trail, and future parking lots and structures currently in the planning stages. Staff are utilized throughout the design, construction inspection, and contract administration of these projects.

Engineering staff continues to coordinate with WisDOT and private utilities with work related to the HWY “41” Corridor construction projects.

The Engineering Division is also working with Community Development and Developers to review planned commercial development sites as well as future design and planning efforts for current and future residential subdivision developments.

Disbursement List - November 20, 2024

Payroll & Payroll Liabilities - November 7, 2024	\$212,852.68
Prepaid Invoices - November 1, 2024	\$1,840.57
Prepaid Invoices - November 8, 2024	\$16,037.79
Prepaid Invoices - November 13, 2024	\$1,291.25
Library Board - November 19, 2024	\$11,845.81
Utility Commission - November 19, 2024	\$369,389.43

CURRENT ITEMS

Bills List - November 20, 2024	\$189,315.23
Total Payroll, Prepaid & Invoices	\$802,572.76

The above payments are recommended for approval:

Rejected: _____

Approved: November 20, 2024

Michael R Vanden Berg, Village President

Laurie Decker, Clerk

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
ACE HARDWARE LITTLE CHUTE				
286590	FASTENERS	.65	10/24	207-52120-218
286605	CHALK LINES	7.99	10/24	101-53300-218
286605	CHALK LINES	7.99	10/24	101-55300-221
286666	CLEANING SUPPLIES	23.76	11/24	208-52900-222
286729	BOLTS & FASTENERS	8.60	11/24	101-53330-225
286775	BALL MOUNT KIT	39.99	11/24	101-52200-218
Total ACE HARDWARE LITTLE CHUTE:		88.98		
AIRGAS USA LLC				
5511580719	SMALL ARGON RENTAL	39.12	11/24	101-53330-218
Total AIRGAS USA LLC:		39.12		
AMERICAN FIDELITY ASSURANCE (T00890)AWD				
D781726	VOLUNTARY BENEFITS	2,078.16-	10/24	101-21367
D781726	VOLUNTARY BENEFITS	2,078.16	11/24	101-21367
Total AMERICAN FIDELITY ASSURANCE (T00890)AWD:		.00		
AMPLITEL TECHNOLOGIES				
24483	SERVER UPGRADES	9,148.00	10/24	207-52120-240
24512	MANAGED SERVICES PACKAGE - NOVEMBER	4,725.00	11/24	207-52120-204
24549	MANAGED SERVICES PACKAGE - NOVEMBER	5,950.00	11/24	404-57190-204
Total AMPLITEL TECHNOLOGIES:		19,823.00		
APPLETON AWNING SHOP INC.				
82454	FLAG REPAIR	76.20	11/24	202-51960-221
Total APPLETON AWNING SHOP INC.:		76.20		
AUTOMATED COMFORT CONTROLS				
36971	PREVENTATIVE MAINTENANCE PERFORMED AT	960.04	11/24	101-51650-243
37018	PREVENTATIVE MAINTENANCE PERFORMED AT	575.54	11/24	206-55110-243
37018	EXHAUST FAN REPAIRS	330.60	11/24	206-55110-245
Total AUTOMATED COMFORT CONTROLS:		1,866.18		
AUTOMOTIVE SUPPLY CO				
61004163	MISC PARTS	73.12	11/24	101-53330-218
61004188	#40 STARTER FLUID	10.06	11/24	101-53330-225
61004221	#7 BATTERY	306.60	11/24	101-53330-225
61004437	#7 REAR LIGHT	55.37	11/24	101-53330-225
Total AUTOMOTIVE SUPPLY CO:		445.15		
AUTOZONE				
1973911603	WIPER BLADES	50.98	11/24	207-52120-247
Total AUTOZONE:		50.98		

Invoice	Description	Total Cost	Period	GL Account
BERKERS, PENNY				
1-300620-01	OVRPYMT - 108 HAYES ST	30.59	11/24	001-15000
Total BERKERS, PENNY:		30.59		
BREHMER, BETTY				
54739	REFUND RENTAL FEE - CANCELLED	100.00	11/24	206-38211
54739	REFUND SECURITY DEPOSIT - CANCELLED	300.00	11/24	206-21235
Total BREHMER, BETTY:		400.00		
CINTAS				
4210227924	UNIFORM PREP	12.66	11/24	101-53330-213
4210227924	MATS & TOWELS	33.03	11/24	101-53330-218
Total CINTAS:		45.69		
CITY OF APPLETON				
15687	WEIGHTS & MEASURES - NOVEMBER	651.75	11/24	101-52050-204
15715	TRANSIT/LINK SERVICE - NOVEMBER	9,010.00	11/24	101-51780-233
Total CITY OF APPLETON:		9,661.75		
CUSTOM CURB LLC				
2374	CURB	1,500.00	11/24	207-52120-242
2374	CURB	500.00	11/24	101-52250-242
Total CUSTOM CURB LLC:		2,000.00		
DEBOTH, DENNIS				
EXPRPT102624	WI FIRE INSPECTORS CONFERENCE	164.06	11/24	101-52200-201
Total DEBOTH, DENNIS:		164.06		
DISTRICT 2 INC.				
4167	2004 PIERCE ENFORCER - DOT INSPECTION	2,261.43	10/24	101-52200-204
4168	2014 PIERCE IMPEL	236.50	10/24	101-52200-204
4173	2018 PIERCE IMPEL ASCENDANT - DOT INSPECTI	2,725.03	10/24	101-52200-247
4174	1998 PIERCE SABER - PM & DOT INSPECTION	1,070.17	10/24	101-52200-204
Total DISTRICT 2 INC.:		6,293.13		
FEHR GRAHAM & ASSOCIATES				
126379	2024 ANNUAL SAFETY SERVICE	2,250.00	11/24	101-53310-213
Total FEHR GRAHAM & ASSOCIATES:		2,250.00		
FINGER PUBLISHING INC				
BE243889	OPEN HOUSE	117.60	10/24	101-52200-225
BE249097	PH 609 MAIN ST	58.20	11/24	101-51650-207
BE249098	PH ORD 26-99	47.02	11/24	101-51650-207
Total FINGER PUBLISHING INC:		222.82		
FOCUS PROPERTY MANAGEMENT				
1-191330-43	OVRPYMT - 1000 TAYLOR ST #1	49.00	11/24	001-15000

Invoice	Description	Total Cost	Period	GL Account
Total FOCUS PROPERTY MANAGEMENT:		49.00		
FOX RIVER NAVIGATIONAL SYSTEM AUTHORITY 2024LITCHUTE SEASON LITTLE CHUTE LOCK TENDER WAGES		4,151.56	11/24	101-55200-225
Total FOX RIVER NAVIGATIONAL SYSTEM AUTHORITY:		4,151.56		
FOX VALLEY TECHNICAL COLLEGE CI008107 FACILITY RENTAL-PSTC CI008689 FACILITY RENTAL-PSTC		165.00 2,050.00	10/24 10/24	207-52120-201 207-52120-201
Total FOX VALLEY TECHNICAL COLLEGE:		2,215.00		
FP FINANCE PROGRAM 37864860 AGREEMENT 016-1584121 POSTBASE VISION-PO		140.00	11/24	101-51650-226
Total FP FINANCE PROGRAM:		140.00		
FRANKE, KAYLA M 1-262281-12 OVRPYMT - 511 PETER LN		54.16	11/24	001-15000
Total FRANKE, KAYLA M:		54.16		
GARROW OIL 423749 DIESEL FUEL 423749 DIESEL FUEL 423749 DIESEL FUEL 423749 DIESEL FUEL 423749 DIESEL FUEL		.51 237.11 2.04 .25 22.65	11/24 11/24 11/24 11/24 11/24	630-53442-247 101-55200-247 101-55440-247 620-53644-247 101-53330-217
Total GARROW OIL:		262.56		
GOLD CROSS AMBULANCE INC 8731 DRESSING, & COLD PACKS 8733 MEDICAL SUPPLIES		97.89 209.00	10/24 11/24	207-52120-213 207-52120-213
Total GOLD CROSS AMBULANCE INC:		306.89		
GRAINGER 9305821713 MERV FILTERS		195.84	11/24	101-51650-242
Total GRAINGER:		195.84		
HERRLING CLARK LAW FIRM LTD 3RD QTR 131-10Q TID 8 3RD QTR 131-10Q LIBRARY 3RD QTR 131-10Q GENERAL MATTERS 3RD QTR 131-10Q FIRE CONSTRUCTION 3RD QTR 131-10Q TID 6 3RD QTR 131-10Q TID 7 3RD QTR 131-10Q FVMPD 3RD QTR 132-01M TRAFFIC MATTERS		310.10 398.70 1,063.20 5,360.30 1,461.90 930.30 88.60 17,277.00	11/24 11/24 11/24 11/24 11/24 11/24 11/24 11/24	418-57800-262 206-55110-262 101-51110-262 405-51100-262 416-57600-262 417-57700-262 207-52120-262 101-51110-262
Total HERRLING CLARK LAW FIRM LTD:		26,890.10		

Invoice	Description	Total Cost	Period	GL Account
HIETPAS, JOSHUA				
140	SIDEWALK REPLACEMENTS	12,491.50	11/24	101-53300-204
141	CONCRETE - MEMORIAL BENCH	200.00	11/24	101-52200-204
143	7' x 11' RD PATCH VANDENBROEK ST	1,155.00	11/24	101-53300-204
Total HIETPAS, JOSHUA:		13,846.50		
HUSS, JESSICA				
54596	REFUND SECURITY DEPOSIT	300.00	11/24	206-21235
Total HUSS, JESSICA:		300.00		
JACOBS MARKET INC				
STMT100724	QTY 51 TENDERLOIN STEAKS	466.49	11/24	101-52200-211
Total JACOBS MARKET INC:		466.49		
JANSEN, MARK				
54610	REFUND SECURITY DEPOSIT	300.00	11/24	206-21235
Total JANSEN, MARK:		300.00		
JOE'S POWER CENTER				
179367	LEAF BLOWER BACKPACK	669.99	11/24	101-53300-246
179368	LEAF BLOWER BACKPACK	669.99	11/24	101-53300-246
Total JOE'S POWER CENTER:		1,339.98		
JX ENTERPRISES INC				
14328934P	#29 DEF MODULE	49.54	10/24	101-53330-225
14330040P	#3621 TURBO PARTS	1,585.82	10/24	101-53330-225
14330233P	#362 CORE RETURNED	212.67-	10/24	101-53330-225
14330943P	#40 FUEL WATER SEPARATOR	558.99	11/24	101-53330-225
14330943P	WIPER BLADES	140.00	11/24	101-53330-218
14330946P	#40 MIRROR	29.99	11/24	101-53330-225
14331110P	#40 MIRROR BRACKET	144.99	11/24	101-53330-225
Total JX ENTERPRISES INC:		2,296.66		
KEN'S SPORTS				
96698062	ATV HELMETS	233.97	11/24	101-52200-213
Total KEN'S SPORTS:		233.97		
KERRY'S VROOM SERVICE INC				
10421	OIL CHANGE #99	49.08	10/24	207-52120-247
10422	OIL CHANGE #141	55.93	10/24	207-52120-247
10423	OIL CHANGE #191	55.93	10/24	207-52120-247
10424	OIL CHANGE #131	55.93	10/24	207-52120-247
10429	OIL CHANGE #121	60.26	10/24	207-52120-247
10430	OIL CHANGE #122	47.08	10/24	207-52120-247
10431	REPAIRS #111	434.43	10/24	207-52120-247
Total KERRY'S VROOM SERVICE INC:		758.64		
KLINK HYDRAULICS LLC				
41605	#1 WINGPLOW HOSE	156.43	10/24	101-53330-225

Invoice	Description	Total Cost	Period	GL Account
41626	#1 HYDRAULIC COUPLERS	94.20	10/24	101-53330-225
Total KLINK HYDRAULICS LLC:		250.63		
KLITZKE, EMILY				
54640	REFUND SECURITY DEPOSIT	300.00	11/24	206-21235
Total KLITZKE, EMILY:		300.00		
KOBUSSEN BUSES LTD				
83193	JETS BUS 10/15 TO KAUKAUNA	311.50	10/24	101-55460-204
83194	JETS BUS 10/15 TO KAUKAUNA	195.41	10/24	101-55460-204
Total KOBUSSEN BUSES LTD:		506.91		
KRAMER AND RIDGE CO				
1231454	#1 LIGHT	7.82	11/24	101-53330-225
1231454	LIGHT	7.82	11/24	101-53330-218
Total KRAMER AND RIDGE CO:		15.64		
LAPPEN SECURITY PRODUCTS INC				
LSPQ51487	CAMERA SYSTEM	22,966.14	11/24	101-51650-306
LSPQ51673	PAXTON KEYFOBS	65.98	11/24	101-51440-206
LSPQ51698	REPAIR BATHROOM DOOR	325.40	11/24	101-55200-242
Total LAPPEN SECURITY PRODUCTS INC:		23,357.52		
LAZER UTILITY LOCATING LLC				
1871	ELECTRIC LOCATES	11.00	10/24	101-53300-209
1871	SANITARY LOCATES	330.00	10/24	610-53612-209
1871	STORM LOCATES	649.00	10/24	630-53442-209
1871	WATER LOCATES	814.00	10/24	620-53644-209
Total LAZER UTILITY LOCATING LLC:		1,804.00		
LEXISNEXIS RISK DATA MANAGEMENT INC				
1100036919	MONTHLY SUBSCRIPTION	200.00	10/24	101-51680-204
Total LEXISNEXIS RISK DATA MANAGEMENT INC:		200.00		
LO, ALICIA				
54606	REFUND SECURITY DEPOSIT	300.00	11/24	208-21235
Total LO, ALICIA:		300.00		
MADISON NATIONAL LIFE				
1657183	LIFE - DEC	342.98	11/24	101-21391
1657183	LTD - DEC	905.05	11/24	101-21385
Total MADISON NATIONAL LIFE:		1,248.03		
MARASCH, MARTY				
EXPRPT102624	WI STATE FIRE INSPECTORS CONFERENCE	145.14	11/24	101-52200-201
Total MARASCH, MARTY:		145.14		

Invoice	Description	Total Cost	Period	GL Account
MARX, JON				
1-252080-22	OVRPYMT - 1420 HOLLAND #1	16.16	11/24	001-15000
Total MARX, JON:		16.16		
MATTHEWS TIRE				
315930	FLAT TIRE REPAIR	89.90	10/24	207-52120-247
Total MATTHEWS TIRE:		89.90		
MCMAHON ASSOCIATES INC				
936989	PROFESSIONAL SVC 9/1-9/28/24 STORM SEWER H	663.15	11/24	417-51237-204
936989	PROFESSIONAL SVC 9/1-9/28/24 STORM SEWER H	221.05	11/24	630-51237-204
Total MCMAHON ASSOCIATES INC:		884.20		
MENARDS - APPLETON EAST				
65721	MAT & MR CLEAN MAGIC ERASER	22.23	10/24	101-51650-242
66006	SNOW PLOW MARKERS	86.94	11/24	101-53350-218
66412	FOLDING KNIFE, FEBREZE, MICRO TO USB	34.80	11/24	101-51650-242
Total MENARDS - APPLETON EAST:		143.97		
MGD INDUSTRIAL CORP				
231279	HEX PLUGS	2.52	11/24	101-53330-218
231279	MISC PARTS FOR #11 & 160	42.79	11/24	101-53330-225
231279	HOLIDAY LIGHTS	88.75	11/24	101-51960-215
231346	HYDRAULIC HOSE REPAIR	1,720.00	11/24	101-53330-218
Total MGD INDUSTRIAL CORP:		1,854.06		
MILLS PROPERTY MANAGEMENT				
3-231821-01	OVRPYMT - 132 E MAIN	180.71	11/24	001-15000
Total MILLS PROPERTY MANAGEMENT:		180.71		
MONROE TRUCK EQUIPMENT INC				
854449	#1 BUMPER DOCK	14.09	10/24	101-53330-225
854449	BUMPER DOCK	14.09	10/24	101-53330-218
Total MONROE TRUCK EQUIPMENT INC:		28.18		
NOW YOGA AND WELLNESS LLC				
111224	YOGA CLASSES - 11/4, 11/11	100.00	11/24	208-52900-204
Total NOW YOGA AND WELLNESS LLC:		100.00		
O'REILLY AUTOMOTIVE INC				
2043-471189	#43 STEERING FILTER	63.33	10/24	101-53330-225
2043-471189	STEERING FILTER	63.32	10/24	101-53330-218
2043-472185	GLOVES	25.64	10/24	101-53330-218
2043-472362	GLOVES	25.64-	10/24	101-53330-218
2043-472889	#1 BATTERIES	292.90	10/24	101-53330-225
2043-472905	#1 BATTERY CORE - RETURN	20.00-	10/24	101-53330-225
2043-473548	#40 STARTING BATTERIES	439.35	11/24	101-53330-225
2043-473994	FUEL FILTERS	16.67	11/24	101-53330-218
2043-473994	#7 FILTERS	65.80	11/24	101-53330-225

Invoice	Description	Total Cost	Period	GL Account
2043-474422	#7 STEERING FLUID	19.79	11/24	101-53330-225
Total O'REILLY AUTOMOTIVE INC:		941.16		
OUTAGAMIE COUNTY TREASURER				
1021255	FUEL BILL - OCTOBER	14.39	11/24	630-53441-247
1021255	FUEL BILL - OCTOBER	1,564.15	11/24	630-53442-247
1021255	FUEL BILL - OCTOBER	2,267.20	11/24	201-53620-247
1021255	FUEL BILL - OCTOBER	183.82	11/24	101-55200-247
1021255	FUEL BILL - OCTOBER	975.47	11/24	101-55440-247
1021255	FUEL BILL - OCTOBER	95.91	11/24	101-55300-247
1021255	FUEL BILL - OCTOBER	344.35	11/24	101-52200-247
1021255	FUEL BILL - OCTOBER	149.46	11/24	610-53612-247
1021255	FUEL BILL - OCTOBER	459.70	11/24	620-53644-247
1021255	FUEL BILL - OCTOBER	1,547.65	11/24	101-53330-217
35480	REFUSE - OCTOBER	16,200.84	11/24	201-53620-204
35480	STREET SWEEPINGS	229.04	11/24	630-53442-204
OCTOBER 2024	COURT FINES - OCTOBER	1,665.75	10/24	101-35101
Total OUTAGAMIE COUNTY TREASURER:		25,697.73		
PACKER CITY INTL TRUCKS INC				
X103146619:01	STEERING GEAR CORE RETURNED	585.00-	11/24	101-53330-225
X103146660:01	#7 POWER STEERING FILTER	273.69	11/24	101-53330-225
X103416581:01	#7 POWER STEERING GEAR REPLACEMENT & CO	1,507.19	11/24	101-53330-225
Total PACKER CITY INTL TRUCKS INC:		1,195.88		
PREMIER LITTLE CHUTE				
1-702655-03	OVRPYMT - 3631 CHERRYVALE Q9	161.30	11/24	001-15000
Total PREMIER LITTLE CHUTE:		161.30		
R.N.O.W. INC				
2024-72656	#38 SEAL	300.82	11/24	101-53330-225
Total R.N.O.W. INC:		300.82		
RAY O'HERRON				
2374175	AMMUNITION	1,491.00	10/24	207-52120-223
Total RAY O'HERRON:		1,491.00		
RIVERSIDE BY REYNEBEAU FLORAL				
250	FLORAL ARRANGEMENT- GRADY, S	71.50	11/24	101-51960-211
Total RIVERSIDE BY REYNEBEAU FLORAL:		71.50		
SAFE RESTRAINTS INC				
CH102124FVMPD	WRAP SAFETY RESTRAINTS - CHEESE FEST GRA	1,637.12	11/24	207-52120-213
Total SAFE RESTRAINTS INC:		1,637.12		
SCHWAAB INC				
4638742	DATE STAMP & INK PADS	129.23	11/24	101-51650-206

Invoice	Description	Total Cost	Period	GL Account
Total SCHWAAB INC:		129.23		
SHORT ELLIOTT HENDRICKSON INC	476877 LCFD -NEW FIRE STATION FACILITY A/E SERVICE	432.61	11/24	405-51100-263
Total SHORT ELLIOTT HENDRICKSON INC:		432.61		
SPLENDID CLEANING SERVICE LLC				
14605 MONTHLY CLEANING-METRO		950.00	11/24	207-52120-243
14605 MONTHLY CLEANING-LCFD		239.00	11/24	101-52250-243
14607 MONTHLY CLEANING-MSB BUILDING		595.00	11/24	101-53310-243
14608 MONTHLY CLEANING-VILLAGE HALL		1,850.00	11/24	101-51650-243
Total SPLENDID CLEANING SERVICE LLC:		3,634.00		
STAPLES ADVANTAGE				
6014245021 BADGE STRAP CLIPS/ HOLDERS/ INSERTS		51.81	11/24	101-51440-206
6016253619 BADGE STRAP CLIPS, HOLDERS, LETTER OPENE		44.48	11/24	101-51440-206
6016253620 OFFICE SUPPLIES		105.08	11/24	101-51650-206
6016253621 LABELS SHIP		77.56	11/24	101-51650-206
6016673366 INK, CLOROX WIPES & HAND SANITIZER		181.36	11/24	101-51420-206
Total STAPLES ADVANTAGE:		460.29		
STATE OF WI COURT FINES &				
OCTOBER 2024 COURT FINES - OCTOBER		4,336.71	10/24	101-35101
Total STATE OF WI COURT FINES &:		4,336.71		
STONERIDGE LITTLE CHUTE LLC				
103124RESTITUTI RESTITUTION - CIT 488084FBL1 NOAH M GAST		16.00	10/24	101-35101
21076531834 FOOD		21.95	11/24	101-52200-211
22025101349 FOOD		80.70	11/24	101-52200-211
22025481529 FOOD		234.49	11/24	101-52200-211
22040721845 FOOD		108.45	11/24	101-52200-211
Total STONERIDGE LITTLE CHUTE LLC:		461.59		
SUPERIOR CHEMICAL LLC				
403988 DRAIN CLEANER		214.87	11/24	101-53330-218
Total SUPERIOR CHEMICAL LLC:		214.87		
THAO, MAI				
54741 REFUND RENTAL FEE - CANCELATION		125.00	11/24	208-34401
54741 REFUND SECURITY DEPOSIT - CANCELLED		300.00	11/24	208-21235
Total THAO, MAI:		425.00		
TITEL, JESSICA				
EXPRPT102624 LEAGUE OF WI MUNICIPALITIES CONFERENCE		198.18	11/24	101-51530-201
Total TITEL, JESSICA:		198.18		
TJ'Z TOWING LLC				
102324 EMERGENCY TOW		100.00	10/24	207-52120-218

Invoice	Description	Total Cost	Period	GL Account
102524	EMERGENCY TOW	100.00	10/24	207-52120-218
	Total TJ'Z TOWING LLC:	200.00		
U.S. BANK				
4910110624	AMAZON - TONER	179.99	11/24	101-51420-206
4910110624	AMAZON - WHITE OUT CORRECTION TAPE	8.99	11/24	101-51650-206
4910110624	AMAZON - MOBILE MOUSE	45.49	11/24	101-51680-206
4910110624	ADOBE - INDESIGN SVD FEE	263.88	11/24	101-51960-227
4910110624	USPS - POSTAGE	59.50	11/24	101-51650-226
4910110624	AMAZON - SHRINK WRAP	62.65	11/24	101-51440-206
4910110624	MARRIOTT MADISON - BERHNOFT, B	272.00	11/24	101-51400-201
4910110624	SUBWAY	288.58	11/24	101-51960-211
4910110624	ZOOM.US - MONTHLY FEE	15.99	11/24	101-51440-208
4910110624	PICK N SAVE - JETS BANQUET COOKIES	53.90	11/24	101-55460-225
4910110624	AMAZON - 7 - 24IN MONITORS	603.93	11/24	101-51650-306
4910110624	WALMART - POOL KICKBOARDS	21.00	11/24	204-55420-218
4910110624	WALMART - REC EVENT YARN	14.96	11/24	101-55300-218
4910110624	AMAZON - TREE OPTIONS FOR PLANTERS	159.97	11/24	101-51960-215
4910110624	WEISSMANS - LITTLE STARS DANCE TEAM COST	1,066.13	11/24	101-55300-218
4910110624	AMAZON - DOWNTOWN PLANTERS - CHRISTMAS	71.99	11/24	101-51960-215
4910110624	WALMART - SENIOR PROGRAM CANDY	29.80	11/24	101-55300-218
4910110624	AMAZON - DOWNTOWN PLANTERS - CHRISTMAS	359.95	11/24	101-51960-215
4910110624	AMAZON - DOWNTOWN PLANTERS - CHRISTMAS	287.96	11/24	101-51960-215
4910110624	AMAZON - DOWNTOWN PLANTERS - CHRISTMAS	359.95	11/24	101-51960-215
4910110624	AMAZON - DOWNTOWN PLANTERS - CHRISTMAS	359.95	11/24	101-51960-215
4910110624	AMAZON - GRAFFITIT SOLUTIONS	222.59	11/24	101-55200-242
4910110624	AMAZON - NINTENDO SWITCH GAMES	93.13	11/24	206-55110-213
4910110624	AMAZON - SPECIAL COLLECTIONS	104.97	11/24	206-55110-210
4910110624	AMAZON - BOOKS	65.43	11/24	206-55110-206
4910110624	CONCOURSE HOTEL, MADISON	262.00	11/24	206-55110-201
4910110624	AMAZON - FELT FABRIC	38.95	11/24	206-55110-218
4910110624	AMAZON - HOLIDAY DECORATIONS	28.99	11/24	206-55110-218
4910110624	AMAZON - BOOKS	23.42	11/24	206-55110-206
4910110624	AMAZON - NINTENDO SWITCH GAMES	33.93	11/24	206-55110-210
4910110624	AMAZON - BOOKS	17.99	11/24	206-55110-206
4910110624	AMAZON - BOOKS	42.49	11/24	206-55110-206
4910110624	AMAZON - BOOKS	60.71	11/24	206-55110-206
4910110624	MEMORIES ANTIQUE - DVDS	49.60	11/24	206-55110-210
4910110624	AMAZON - WASHI MASKING TAPE	7.99	11/24	206-55110-218
4910110624	AMAZON - BOOKS	77.37	11/24	206-55110-206
4910110624	AMAZON - LAPTOP SCREEN EXTENDER & WASHI	145.97	11/24	206-55110-218
4910110624	AMAZON - FELT FABRIC	9.99	11/24	206-55110-218
4910110624	AMAZON - PROGRAM SUPPLIES	159.08	11/24	206-55110-205
4910110624	AMAZON - PROGRAM SUPPLIES	113.75	11/24	206-55110-205
4910110624	AMAZON - WASHI MASKING TAPE	13.49	11/24	206-55110-218
4910110624	AMAZON - BOOKS	269.11	11/24	206-55110-206
4910110624	AMAZON - BOOKS	16.56	11/24	206-55110-206
4910110624	AMAZON - BOOKS	17.18	11/24	206-55110-206
4910110624	EMPIRE IMPORTS - FILE STORAGE BOXES	89.64	11/24	207-52120-206
4910110624	TRAFFICVOLREGPRO	3.06	11/24	207-52120-204
4910110624	SAMS CLUB - CHOCOLATE	126.94	11/24	207-52120-218
4910110624	FESTIVAL FOOD - SUPREME HALLOWEEN	12.66	11/24	207-52120-218
4910110624	COUNTRYSIDE VET - K9 EXAM & VACCINATIONS	686.42	11/24	207-52120-236
4910110624	TRAFFICVOLREGPRO	3.06	11/24	207-52120-204
4910110624	PACKTRACK - YEARLY HANDLER SUBSCRIPTION	140.00	11/24	207-52120-236
4910110624	TRAFFICVOLREGPRO	3.06	11/24	207-52120-204

Invoice	Description	Total Cost	Period	GL Account
4910110624	TRAFFICVIOLREGPRO	3.06	11/24	207-52120-204
4910110624	CHULA VISTA - FIRE INSPECTOR CONF- DEBOTH,	414.00	11/24	101-52200-201
4910110624	CHULA VISTA - FIRE INSPECTOR CONF- MARASH,	260.19	11/24	101-52200-201
4910110624	NFPA - NTL FIRE ALARM & SIGNALING CODE	168.71	11/24	101-52200-208
4910110624	WALGREENS - WEXFORD MATH KIT	5.26	11/24	101-52200-206
4910110624	VLANDAL STOP PRODUCTS-DOYLE BATHROOM R	399.00	11/24	101-55200-242
4910110624	MENARDS - HOLIDAY LIGHTS, HEATHER HOSE	35.98	11/24	101-51960-215
4910110624	FLEET FARM - SPLASH PAD ANTIFREEZE	164.99	11/24	101-55200-218
4910110624	TRACTOR SUPPLY - FIREARM SAFE	549.99	11/24	207-52120-223
4910110624	SAM'S CLUB - HALLOWEEN CANDY	1,102.61	11/24	101-52200-219
4910110624	APPLE.COM	2.99	11/24	101-52200-204
4910110624	NTE - MARINE SWIVEL BOLT	664.63	11/24	101-52200-247
4910110624	JETS PIZZA	128.69	11/24	101-52200-201
4910110624	SIRCHIE ACQUISTION - TEST KITS	347.00	11/24	207-52120-218
4910110624	DJI DRONES - RENEW DJI CARE ENTERPRISE PL	1,214.00	11/24	207-52120-213
4910110624	SPERBRIGHTLEDS - RECHARGEABLE LED ROAD	479.96	11/24	207-52120-213
4910110624	FULL SOURCE PSV SAFETY VEST	638.00	11/24	207-52120-213
4910110624	AMAZON - ASURION B2B PROTECTION PLAY -4 Y	93.99	11/24	207-52120-213
4910110624	AMAZON - DJI POWER 1000 PORTABLE POWER S	449.00	11/24	207-52120-213
4910110624	AMAZON - RYOBI IMPACT WRENCH	134.99	11/24	207-52120-247
4910110624	AMAZON - FLOOR JACK	139.41	11/24	207-52120-247
4910110624	AMAZON - IMPACT SOCKET SET	49.99	11/24	207-52120-247
4910110624	AMAZON - USB 2.0 CABLE	9.99	11/24	207-52120-213
4910110624	TLO TRANSUNION - BACKGROUND CHECKS	75.00	11/24	207-52120-204
4910110624	WEDA - ANNUAL MEMBERSHIP	350.00	11/24	101-56700-208
4910110624	HOME DEPOT - POCKET LASER DISTANCE MEAS	39.97	11/24	101-52050-218
4910110624	MARRIOTT MADISON - MUNICIPALITIES FALL CO	272.00	11/24	101-51530-201
4910110624	KWIK TRIP - FUEL	142.14	11/24	101-53330-217
4910110624	AMAZON - COPY PAPER & HEAVY DUTY STAPLE	32.40	11/24	620-53924-206
4910110624	PARTY & PRINT	357.95	11/24	206-55110-205
4910110624	DOLLAR TREE - CUPS FOIL, STORAGE BAGS	28.75	11/24	206-55110-205
4910110624	GOODWILL - HARDLINES	31.83	11/24	206-55110-205
4910110624	DOLLAR TREE - TABLECOVERS, DECORATIONS	20.00	11/24	206-55110-205
4910110624	RACHEL ANN QUILTS - WINDOW PAINTING SUPP	21.10-	11/24	206-55110-205
4910110624	TARGET - VINEGAR, WATER, BANDAGE, OFFICE S	69.62	11/24	206-55110-205
4910110624	WALMART - MS COZY	14.84	11/24	206-55110-205
4910110624	RACHEL ANN QUILTS - WINDOW PAINTING SUPP	21.10	11/24	206-55110-205
4910110624	RACHEL ANN QUILTS - WINDOW PAINTING SUPP	20.00	11/24	206-55110-205
4910110624	DOLLAR TREE - BOWLS, TUMBLERS, SNOWFLAK	22.50	11/24	206-55110-205
4910110624	APWA - FALL CONFERENCE	500.00	11/24	101-51415-201
Total U.S. BANK:		16,959.52		
VALLEY LIQUOR				
161924	BEVERAGES AND SUPPLIES	377.88	11/24	101-52200-211
Total VALLEY LIQUOR:		377.88		
VANG, ASHELY				
54613	REFUND SECURITY DEPOSIT	300.00	11/24	208-21235
Total VANG, ASHELY:		300.00		
VANG, NTAWV				
54742	REFUND SECURITY DEPOSIT	300.00	11/24	206-21235

Invoice	Description	Total Cost	Period	GL Account
Total VANG, NTAWV:		300.00		
VANTAGE POINT PROPERTY 1-220905-06 OVRPYMT - 910 WASHINGTON ST		28.79	11/24	001-15000
Total VANTAGE POINT PROPERTY:		28.79		
WEIGMAN, PHIL 111224 BASEBALL REFUND - FIELD RENTAL SECURITY DEPOSIT		50.00	11/24	101-34411
Total WEIGMAN, PHIL:		50.00		
WI DEPT OF JUSTICE 202410-LT4505T BACKGROUND CHECKS-OCTOBER		70.00	10/24	207-52120-218
Total WI DEPT OF JUSTICE:		70.00		
WI TRAFFIC SAFETY OFFICER'S ASSOCIATION 100824 CONFERE CONFERENCE-OFFICER GRUMANN		250.00	10/24	207-52120-201
Total WI TRAFFIC SAFETY OFFICER'S ASSOCIATION:		250.00		
YANG, KA SUNNY 54733 REFUND SECURITY DEPOSIT		300.00	11/24	206-21235
Total YANG, KA SUNNY:		300.00		
Grand Totals:		189,315.23		

Report GL Period Summary

Vendor number hash: 441059
 Vendor number hash - split: 1009298
 Total number of invoices: 141
 Total number of transactions: 272

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	189,315.23	189,315.23
Grand Totals:	189,315.23	189,315.23

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account	
CELLCOM (4683)								
900410	Invoi	ENGINEERING	154.72	Open	Non	10/24	101-51415-203	
900410	Invoi	DPW	179.55	Open	Non	10/24	101-53310-203	
900410	Invoi	PARKS	137.22	Open	Non	10/24	101-55200-203	
900410	Invoi	REC	74.72	Open	Non	10/24	101-55300-203	
900410	Invoi	FACILITIES	29.97	Open	Non	10/24	101-51650-203	
900410	Invoi	INSPECTOR PHONE CHARGES	29.97	Open	Non	10/24	101-52050-203	
900410	Invoi	COMMUNITY DEVELOPER PHONE CHARGES	27.19	Open	Non	10/24	101-51530-203	
900410	Invoi	ADMINISTRATION PHONE CHARGES	29.71	Open	Non	10/24	101-51400-203	
900410	Invoi	STORM I-PADS	23.59	Open	Non	10/24	630-53442-218	
900410	Invoi	STREETS I-PADS	47.18	Open	Non	10/24	101-53300-218	
900410	Invoi	VEHICLE MAINTENANCE I-PADS	23.59	Open	Non	10/24	101-53330-218	
900410	Invoi	SANITARY SEWER I-PAD	23.59	Open	Non	10/24	610-53612-218	
Total CELLCOM (4683):			781.00					
VILLAGE OF COMBINED LOCKS (3145)								
202411	Invoi	PROPERTY STORAGE AREA MONTHLY LEASE - N	790.67	Open	Non	11/24	207-52120-204	
Total VILLAGE OF COMBINED LOCKS (3145):			790.67					
WI DEPT OF REVENUE (3182)								
2024 UNCLAIMED	Invoi	2024 UNCLAIMED PROPERTY	268.90	Open	Non	10/24	101-21495	
Total WI DEPT OF REVENUE (3182):			268.90					
Grand Totals:			1,840.57					

Report GL Period Summary

Vendor number hash: 11010
 Vendor number hash - split: 62523
 Total number of invoices: 3
 Total number of transactions: 14

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	1,840.57	1,840.57
Grand Totals:	1,840.57	1,840.57

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
AMPLITEL TECHNOLOGIES (4637)							
24485	Invoi	SERVER/HOST REPLACEMENT	11,314.98	Open	Non	10/24	404-57190-302
Total AMPLITEL TECHNOLOGIES (4637):							
			11,314.98				
AT & T (5080)							
287294953059X110	Invoi	SEPT/OCT SERVICE	237.24	Open	Non	10/24	101-52200-203
Total AT & T (5080):							
			237.24				
CHARTER COMMUNICATIONS (89)							
152871801110124	Invoi	NOV/DEC SERVICE	262.32	Open	Non	11/24	101-51650-203
Total CHARTER COMMUNICATIONS (89):							
			262.32				
MARCO INC (3910)							
37701263	Invoi	MONTHLY COPIER LEASE-1493357	328.43	Open	Non	10/24	207-52120-207
Total MARCO INC (3910):							
			328.43				
NETWORK HEALTH PLAN (537)							
9937037	Invoi	ER COBRA - DISSEN - OCT	1,947.41	Open	Non	10/24	207-52120-105
9937057	Invoi	ER COBRA - DISSEN - NOV	1,947.41	Open	Non	10/24	207-52120-105
Total NETWORK HEALTH PLAN (537):							
			3,894.82				
Grand Totals:							
			16,037.79				

Report GL Period Summary

Vendor number hash: 14790
 Vendor number hash - split: 14790
 Total number of invoices: 6
 Total number of transactions: 6

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	16,037.79	16,037.79
Grand Totals:	16,037.79	16,037.79

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
OUTAGAMIE COUNTY CLERK (1601)							
2024 DOG LICENS	Invoi	2024 DOG LICENSES	1,291.25	Open	Non	11/24	101-32170
Total OUTAGAMIE COUNTY CLERK (1601):							
Grand Totals:			1,291.25				

Report GL Period Summary

Vendor number hash: 1601
 Vendor number hash - split: 1601
 Total number of invoices: 1
 Total number of transactions: 1

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	1,291.25	1,291.25
Grand Totals:	1,291.25	1,291.25

Report Criteria:

Invoice Detail.GL Account = "20600000000"- "20699999999"

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
ACE HARDWARE LITTLE CHUTE 286481 FASTENERS		11.25	10/24	206-55110-205
Total ACE HARDWARE LITTLE CHUTE:		11.25		
AUTOMATED COMFORT CONTROLS 36740 SEMI ANNUAL HVAC SVC AGREEMENT		996.45	10/24	206-55110-243
Total AUTOMATED COMFORT CONTROLS:		996.45		
BAKER & TAYLOR				
2038597765 BOOKS		12.75	10/24	206-55110-206
2038597766 BOOKS		18.80	10/24	206-55110-206
2038597767 BOOKS		199.25	10/24	206-55110-206
2038597768 BOOKS		13.28	10/24	206-55110-206
2038597796 BOOKS		498.26	10/24	206-55110-206
2038619038 BOOKS		130.43	10/24	206-55110-206
2038619039 BOOKS		18.16	10/24	206-55110-206
2038619040 BOOKS		19.41	10/24	206-55110-206
2038619041 BOOKS		19.38	10/24	206-55110-206
2038619042 BOOKS		19.38	10/24	206-55110-206
2038619043 BOOKS		176.51	10/24	206-55110-206
2038619044 BOOKS		44.78	10/24	206-55110-206
2038619045 BOOKS		5.68	10/24	206-55110-206
2038619046 BOOKS		26.56	10/24	206-55110-206
2038635150 BOOKS		194.09	10/24	206-55110-206
2038635151 BOOKS		19.41	10/24	206-55110-206
2038635152 BOOKS		18.19	10/24	206-55110-206
2038635153 BOOKS		98.39	10/24	206-55110-206
2038635154 BOOKS		6.12	10/24	206-55110-206
2038635155 BOOKS		14.48	10/24	206-55110-206
2038635156 BOOKS		41.82	10/24	206-55110-206
2038635157 BOOKS		8.77	10/24	206-55110-206
2038635933 BOOKS		865.77	10/24	206-55110-206
2038653303 BOOKS		37.48	10/24	206-55110-206
2038653304 BOOKS		169.47	10/24	206-55110-206
2038653305 BOOKS		19.41	10/24	206-55110-206
2038653306 BOOKS		151.90	10/24	206-55110-206
2038653307 BOOKS		20.63	10/24	206-55110-206
2038653308 BOOKS		97.01	10/24	206-55110-206
2038653309 BOOKS		12.06	10/24	206-55110-206
2038669866 BOOKS		753.77	11/24	206-55110-206
2038669867 BOOKS		63.48	11/24	206-55110-206
2038669868 BOOKS		20.62	11/24	206-55110-206
2038669869 BOOKS		52.26	11/24	206-55110-206
2038669870 BOOKS		27.18	11/24	206-55110-206
2038680320 BOOKS		64.03	11/24	206-55110-206
2038680321 BOOKS		18.79	11/24	206-55110-206
2038680322 BOOKS		20.63	11/24	206-55110-206
2038680323 BOOKS		532.28	11/24	206-55110-206
2038680324 BOOKS		14.73	11/24	206-55110-206
2038680325 BOOKS		224.07	11/24	206-55110-206

Invoice	Description	Total Cost	Period	GL Account
Total BAKER & TAYLOR:		4,769.47		
CENGAGE LEARNING INC/GALE				
85779520 BOOKS		27.20	10/24	206-55110-206
85780933 BOOKS		199.43	10/24	206-55110-206
85787646 BOOKS		179.94	11/24	206-55110-206
85794214 BOOKS		53.98	10/24	206-55110-206
85855396 BOOKS		74.22	10/24	206-55110-206
85855544 BOOKS		62.97	10/24	206-55110-206
85855707 BOOKS		53.98	10/24	206-55110-206
85864659 BOOKS		41.98	10/24	206-55110-206
85929254 BOOKS		227.17	11/24	206-55110-206
85929287 BOOKS		30.74	11/24	206-55110-206
85935127 BOOKS		55.48	11/24	206-55110-206
Total CENGAGE LEARNING INC/GALE:		1,007.09		
DEMCO INC				
7558358 BOOK SHELF DVDR		649.77	10/24	206-55110-218
Total DEMCO INC:		649.77		
GORDON FLESCH CO INC				
14911946 GFC LEASING COPIER OVERAGE CHARGES		134.32	11/24	206-55110-225
Total GORDON FLESCH CO INC:		134.32		
GRAINGER				
9305821721 HOLE SAW KIT		460.30	11/24	206-55110-244
Total GRAINGER:		460.30		
INGRAM LIBRARY SERVICES				
84472028 BOOKS		50.98	10/24	206-55110-206
84693586 BOOKS		82.61	11/24	206-55110-206
Total INGRAM LIBRARY SERVICES:		133.59		
MIDWEST TAPE LLC				
506144447 A/V		84.98	10/24	206-55110-210
506217482 A/V		140.97	10/24	206-55110-210
506273809 DIGITAL COLLECTIONS		1,166.31	10/24	206-55110-208
Total MIDWEST TAPE LLC:		1,392.26		
OUTAGAMIE WAUPACA LIBRARY SYSTEM				
4483 E-AUDIOBOOK FOR LIT		49.95	10/24	206-55110-208
4483 FALL PROGRAM GUIDE		6.80	10/24	206-55110-225
Total OUTAGAMIE WAUPACA LIBRARY SYSTEM:		56.75		
PLAYAWAY PRODUCTS				
478304 A/V		58.99	10/24	206-55110-210
478708 A/V		179.99	10/24	206-55110-210
478945 A/V		282.95	10/24	206-55110-210
479002 A/V		59.99	10/24	206-55110-210

Invoice	Description	Total Cost	Period	GL Account
Total PLAYAWAY PRODUCTS:		581.92		
SPLENDID CLEANING SERVICE LLC 14606 MONTHLY CLEANING-LIBRARY		1,425.00	11/24	206-55110-243
Total SPLENDID CLEANING SERVICE LLC:		1,425.00		
STAPLES ADVANTAGE 6014673757 OFFICE SUPPLIES		79.05	10/24	206-55110-218
Total STAPLES ADVANTAGE:		79.05		
STONERIDGE LITTLE CHUTE LLC 23083241221 MARS MXD CH & SGR		9.99	10/24	206-55110-205
Total STONERIDGE LITTLE CHUTE LLC:		9.99		
WEINFURTER, TAYLOR EXPRPT110924 WLA ANNUAL CONFERENCE		138.60	11/24	206-55110-201
Total WEINFURTER, TAYLOR:		138.60		
Grand Totals:		11,845.81		

Report GL Period Summary

Vendor number hash: 353711
 Vendor number hash - split: 357385
 Total number of invoices: 71
 Total number of transactions: 72

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	11,845.81	11,845.81
Grand Totals:	11,845.81	11,845.81

Report Criteria:

Invoice Detail.GL Account = "20600000000"- "20699999999"
 Invoice Detail.Voided = {=} FALSE

Report Criteria:

Invoice Detail.GL Account = "62000000000"- "62099999999", "61000000000"- "61099999999", "63000000000"- "63099999999"
 Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
ACE HARDWARE LITTLE CHUTE				
286447	TITE FOAM SEALANT	9.59	10/24	620-53644-218
286490	SCREWDRIVER	9.99	10/24	620-53644-221
286566	GLOVES	19.99	10/24	620-53644-218
286619	WAX RING	8.99	10/24	620-53644-218
286627	TOILET SUPPLY LINE	9.59	10/24	620-53644-218
286756	NON CONTACT VOLT TESTER	15.99	11/24	620-53634-221
Total ACE HARDWARE LITTLE CHUTE:		74.14		
AMPLITEL TECHNOLOGIES				
24554	LC WATER SECURITY CAMERAS	9,597.00	11/24	620-53604-302
24554	LC WATER SECURITY CAMERAS	9,597.00	11/24	620-53624-302
24554	LC WATER SECURITY CAMERAS	9,599.98	11/24	620-53634-302
Total AMPLITEL TECHNOLOGIES:		28,793.98		
APPLE VALLEY LANDSCAPING LLC				
2891	HERBICIDE TREATMENT - VANDENBROEK POND	7,275.00	10/24	630-53441-253
Total APPLE VALLEY LANDSCAPING LLC:		7,275.00		
AUTOMATED COMFORT CONTROLS				
37015	PREVENTATIVE MAINTENANCE AT PUMP HOUSE	15.92	11/24	620-53624-255
37015	PREVENTATIVE MAINTENANCE AT PUMP HOUSE	15.92	11/24	620-53634-255
37017	PREVENTATIVE MAINTENANCE AT PUMP HOUSE	8.55	11/24	620-53624-255
37017	PREVENTATIVE MAINTENANCE AT PUMP HOUSE	8.55	11/24	620-53634-255
Total AUTOMATED COMFORT CONTROLS:		48.94		
BADGER LABORATORIES INC				
24017920	OUTFALL TESTING	450.00	10/24	630-53444-204
24018322	OUTFALL TESTING	1,050.00	10/24	630-53444-204
24018408	OUTFALL TESTING	1,050.00	10/24	630-53444-204
24018587	OUTFALL TESTING	150.00	10/24	630-53444-204
Total BADGER LABORATORIES INC:		2,700.00		
BADGER METER INC				
80176676	ORION CELLULAR LTE SERV UNIT	1,498.50	10/24	620-53904-214
Total BADGER METER INC:		1,498.50		
BATTERIES PLUS LLC				
P77288936	SANITARY SEWER METER BATTERIES	118.80	10/24	610-53612-251
Total BATTERIES PLUS LLC:		118.80		
DONALD HIETPAS & SONS INC.				
101424 MILLER LN	WATER VALVES AT MILLER LN & MEADOW LN	3,358.32	10/24	620-53644-251
102224 MILLER AV	WATER MAINS - MILLER AVE	3,176.29	10/24	620-53644-251

Invoice	Description	Total Cost	Period	GL Account
Total DONALD HIETPAS & SONS INC.:		6,534.61		
FASTENAL COMPANY				
WIKIM297481 CABLE TIES		9.04	10/24	620-53644-253
Total FASTENAL COMPANY:		9.04		
FERGUSON WATERWORKS LLC #1476				
430930 SUPPLIES		2,605.91	10/24	620-53644-251
431043 SPIN DOCTOR BOOM ASSY		8,000.00	11/24	620-53644-301
431804 SUPPLIES		1,450.22	10/24	620-53644-252
433108 RODS		494.85	11/24	620-53644-252
Total FERGUSON WATERWORKS LLC #1476:		12,550.98		
GRAINGER				
9297401243 AUGER & BOLT CUTTER		324.01	10/24	620-53644-221
9300288025 EARTH AUGERS		293.69	10/24	620-53644-221
Total GRAINGER:		617.70		
HAWKINS INC				
6890985 AZONE		1,057.84	10/24	620-53634-214
6890985 SODIUM SILICATE		4,090.62	10/24	620-53634-220
6902803 AZONE		875.58	10/24	620-53634-214
6902803 SODIUM SILICATE		3,464.16	10/24	620-53634-220
6911265 AZONE		990.48	11/24	620-53634-214
6911265 SODIUM SILICATE		3,220.97	11/24	620-53634-220
Total HAWKINS INC:		13,699.65		
HEART OF THE VALLEY				
103124MP HOV METER PAYABLE - OCTOBER		1,515.00	10/24	610-21110
110624 WASTEWATER		200,174.91	10/24	610-53611-225
110624 FOG CONTROL		145.00	10/24	610-53611-204
Total HEART OF THE VALLEY:		201,834.91		
ITRON INC				
692914 MAINTENANCE/SUPPORT CONTRACT 12/1/24 - 11/		2,077.81	11/24	610-53614-204
692914 MAINTENANCE/SUPPORT CONTRACT 12/1/24 - 11/		2,077.81	11/24	620-53924-204
Total ITRON INC:		4,155.62		
J.F. AHERN CO				
684438 FIRE EQUIPMENT INSPECTION		151.50	10/24	620-53624-255
684438 FIRE EQUIPMENT INSPECTION		151.50	10/24	620-53634-255
Total J.F. AHERN CO:		303.00		
LYONS, KRIS				
EXPRPT092824 REIMBURSE MILEAGE FOR NASECA TRAINING		25.00	10/24	630-53444-201
Total LYONS, KRIS:		25.00		

Invoice	Description	Total Cost	Period	GL Account
MARSHLAND TRANSPLANT AQUATIC				
4430	UPLAND MEADOW SEED MIX	1,710.00	10/24	630-53441-253
Total MARSHLAND TRANSPLANT AQUATIC:		1,710.00		
MCMAHON ASSOCIATES INC				
936600	PROFESSIONAL SERVICES 8/4-8/31/24 STORM SE	11,114.42	10/24	630-51216-204
936990	PROFESSIONAL SERVICES 9/1-9/28/24 STORM SE	8,082.85	11/24	630-51216-204
Total MCMAHON ASSOCIATES INC:		19,197.27		
MCO				
31141	BILLABLE MILEAGE - SEPT	700.85	10/24	620-53644-247
31183	HEALTH & LIABILITY INS -DEC	39,922.96	11/24	620-53644-115
Total MCO:		40,623.81		
MENARDS - APPLETON EAST				
65005	BUG SPRAY	16.93	10/24	620-53644-218
65060	HYDRAULIC OIL	12.99	10/24	620-53644-254
Total MENARDS - APPLETON EAST:		29.92		
MIDWEST SALT LLC				
P476637	INDUSTRIAL COARSE SALT	3,615.11	10/24	620-53634-224
P476670	INDUSTRIAL COARSE SALT	3,586.00	10/24	620-53634-224
P476775	INDUSTRIAL COARSE SALT	3,619.97	10/24	620-53634-224
P476855	INDUSTRIAL COARSE SALT	3,540.71	10/24	620-53634-224
P476939	INDUSTRIAL COARSE SALT	3,474.39	10/24	620-53634-224
P476963	INDUSTRIAL COARSE SALT	3,556.88	10/24	620-53634-224
P477068	INDUSTRIAL COARSE SALT	3,506.74	11/24	620-53634-224
Total MIDWEST SALT LLC:		24,899.80		
NORTHERN LAKE SERVICE INC				
2418120	VOC SAMPLES	161.58	10/24	620-53644-204
Total NORTHERN LAKE SERVICE INC:		161.58		
POSTAL EXPRESS & MORE LLC				
259163	POSTAGE-WATER TESTS	19.13	10/24	620-53644-204
259887	POSTAGE-WATER TESTS	20.63	11/24	620-53644-204
Total POSTAL EXPRESS & MORE LLC:		39.76		
SECURITY LUEBKE ROOFING INC				
72407801	ROOF INSPECTION	112.50	10/24	620-53634-255
72407801	ROOF INSPECTION	112.50	10/24	620-53624-255
Total SECURITY LUEBKE ROOFING INC:		225.00		
TOTAL ENERGY SYSTEMS LLC				
128886	MAINTENANCE ON WELL #1	280.00	10/24	620-53624-248
128891	MAINTENANCE ON WELL #4	280.00	10/24	620-53624-248
TOTAL ENERGY SYSTEMS LLC:		560.00		

Invoice	Description	Total Cost	Period	GL Account
UEMSI/HTV				
2110621	CAMERA BATTERY REBUILD	230.39	11/24	610-53612-204
2110621	CAMERA BATTERY REBUILD	230.40	11/24	630-53442-204
Total UEMSI/HTV:				
		460.79		
USA BLUEBOOK				
501738	HACH SAMPLES	100.30	10/24	620-53644-204
501845	HACH SAMPLES	824.78	10/24	620-53644-204
511277	HACH CITRIC ACID	38.25	10/24	620-53644-204
519450	INVERTED PAINT APWA BLUE	278.30	10/24	620-53644-251
Total USA BLUEBOOK:				
		1,241.63		
Grand Totals:				
		369,389.43		

Report GL Period Summary

Vendor number hash: 149322
 Vendor number hash - split: 189118
 Total number of invoices: 58
 Total number of transactions: 70

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	369,389.43	369,389.43
Grand Totals:	369,389.43	369,389.43

Report Criteria:

Invoice Detail.GL Account = "6200000000"- "6209999999", "6100000000"- "6109999999", "6300000000"- "6309999999"
 Invoice Detail.Voided = {=} FALSE

MINUTES OF THE REGULAR BOARD MEETING OF NOVEMBER 6, 2024

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
Joe Harlow, Trustee
David Peterson, Trustee
Don Van Deurzen, Trustee
Larry Van Lankvelt, Trustee
Brian Van Lankveldt, Trustee
Rosie Sprangers, Trustee

Roll call of Officers and Department Heads

PRESENT: Beau Bernhoft, Administrator
John McDonald, Director of Parks, Rec and Forestry
Kent Taylor, Director of Public Works
Jessica Titel, Community Development Director
Lisa Remiker-DeWall, Finance Director
Fox Valley Metro Police Chief Meister
Matthew Woicek, Assistant Director of Public Works
Megan Kloeckner, Library Director
Tyler Claringbole, Village Attorney
EXCUSED: 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. Disbursement List
2. Approval of the Minutes of October 16, 2024
3. Outdoor Alcohol Permit for Village Limits, November 17, 2024

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

Ayes 7, Nays 0 – Motion Carried

Public Hearing – 2025 Budget Hearing

Moved by Trustee Van Deurzen, seconded by Trustee B. Van Lankveldt to enter Public Hearing at 6:01 p.m.

Ayes 7, Nays 0 – Motion Carried

Director Remiker-DeWall presented the proposed 2025 Budget and was available for questions.

Moved by Trustee B. Van Lankveldt, seconded by Trustee L. Van Lankvelt to exit Public Hearing at 6:11 p.m.

Ayes 7, Nays 0 – Motion Carried

Public Hearing – Amendment of Municipal Code Section 22-99, Crossing Guards

Moved by Trustee Van Deurzen, seconded by Trustee B. Van Lankveldt to enter Public Hearing at 6:11 p.m.

Ayes 7, Nays 0 – Motion Carried

Police Chief Meister presented the proposed ordinance changes in regard to crossing guards and was available for questions.

Moved by Trustee B. Van Lankveldt, seconded by Trustee Harlow to exit Public Hearing at 6:14 p.m.

Ayes 7, Nays 0 – Motion Carried

Discussion/Action – Fire Department Pickup Truck for 2025 Budget

Fire Chief Nechodom presented background information on the new truck and answered questions on capabilities of equipment.

Moved by Trustee B. Van Lankveldt, seconded by Trustee Harlow to approve the purchase of a 3/4 truck in 2025 and place a note in the CIP to not replace the existing Incident Command Chevy Silverado 1500

Ayes 5, Nays 2 (Van Deurzen, Peterson) – Motion Carried

Action – Adopt Ordinance No. 9, Series 2024 Amendment of Municipal Code Section 26-99, Crossing Guards

Moved by Trustee B. Van Lankveldt, seconded by Trustee Sprangers to Adopt Ordinance No. 9, Series 2024 Amending the Municipal Code Section 26-99 regarding Crossing Guards.

Ayes 7, Nays 0 – Motion Carried

Discussion/Action – Adopt Resolution No. 18, Series 2024 Adopting the 2025 Budget and Establishing the Tax Levy

Moved by Trustee L. Van Lankvelt, seconded by Trustee Harlow to Adopt Resolution No. 18, Series 2024 Adopting the 2025 Budget and Establishing the Tax Levy.

Ayes 7, Nays 0 – Motion Carried

Discussion/Action – Outagamie County Equipment Exchange for FVMP

Chief Meister presented a request to exchange equipment with the Outagamie County Sheriff's Office and budget adjustments necessary for recording the transaction.

Moved by Trustee Harlow, seconded by Trustee Sprangers to approve the Equipment Exchange as presented.

Roll Call Vote

Mike Vanden Berg	Aye
Larry Van Lankveldt	Aye
Don Van Deurzen	Aye

Dave Peterson	Aye
Rosie Sprangers	Aye
Joe Harlow	Aye
Brian Van Lankveldt	Aye

Ayes 7, Nays 0 – Motion Carried

Discussion/Action – Award Bids for Ebben Trail Project

Matthew Woicek, Assistant Director of Public Works presented bids for the constructions along the north side of Ebben Creek. 11 bids were received. Staff recommended awarding bid to Feaker & Sons Co., for \$971,766.60

Moved by Trustee Harlow, seconded by Trustee Peterson to award Ebben Trail Project bid to Feaker & Sons for \$971,766.60

Ayes 7, Nays 0 – Motion Carried

Discussion/Action – FVMPD Great Wisconsin Cheese Festival Grant

The Great Wisconsin Cheese Festival awarded the police department funds to cover the purchase of a WRAP safe restraint device and ballistic shield. Chief is requesting the board to approve the budget adjustment to receive the funds awarded of \$7,845.87.

Moved by Trustee B. Van Lankveld, seconded by Trustee Sprangers to approve the budget adjustment

Roll Call Vote

Mike Vanden Berg	Aye
Larry Van Lankveldt	Aye
Don Van Deurzen	Aye
Dave Peterson	Aye
Rosie Sprangers	Aye
Joe Harlow	Abstain
Brian Van Lankveldt	Aye

Ayes 6, Nays 0 (Harlow Abstained) – Motion Carried

Department and Officer Reports

Department Heads and Officers provided progress reports to the Board.

Call for Unfinished Business

None

Items for Future Agenda

None

Closed Sessions:

Moved by Trustee B. Van Lankveldt, seconded by L. Van Lankveldt to enter closed session at 7:41p.m.

Ayes 7, Nays 0 – Motion Carried

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

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

Return to Open Session

Moved by Trustee B. Van Lankveldt, seconded by L. Van Lankvelt to exit closed session at 8:25 pm

Ayes 7, Nays 0 – Motion Carried

Adjournment

Moved by Trustee B. Van Lankveldt, seconded by Trustee L. Van Lankvelt to Adjourn the Regular Board meeting at 8:25 p.m.

Ayes 7, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE

By: _____
Michael R. Vanden Berg, Village President

Attest: _____

Laurie Decker, Village Clerk

BOARD/COMMITTEE SCHEDULE 2025

	REGULAR BOARD	PLAN COMM.	UTILITY COMM.	LIBRARY BOARD	JOINT POLICE	FIRE COMM.	PARK PLANNING
JANUARY	15	13	21	21			7
FEBRUARY	5,19	10	18	18	18	10	
MARCH	5, 19	10	18	18			4
APRIL	2, 16	14	15	15			
MAY	7, 21	12	20	20	20	12	6
JUNE	4, 18	9	17	17			
JULY	2, 16	14	15	15			
AUGUST	6, 20	11	19	19	19		5*
SEPTEMBER	3, 17	8	16	16		8	2
OCTOBER	1, 15	13	21	21			
NOVEMBER	5, 19	10	18	18	18	10	4
DECEMBER	3, 17	8	16	16			

- Regular Board - 1st & 3rd Wed., 6:00 PM
- Plan Commission - 2nd Mon., 5:00 PM
- Utility Commission - 3rd Tues., 5:00 PM
- Library Board - 3rd Tue., 4:30 PM

- Joint Police Commission - 3rd Tues./Quarterly, 5:00 PM
- Fire Commission - 2nd Mon./Quarterly, 5:45 PM
- Park Plan Commission - 1st Tues./Bi-Monthly, 5:30 PM

*Moved to accommodate budget timeline



Item For Consideration

For Board Review On: November 20, 2024

Agenda Item Topic: Various Budget Adjustments

Prepared On: November 13, 2024

Prepared By: Finance

Report: There are various budget adjustments that need to be finalized for the 2024 audit due to recent events or circumstances that have changed since the adoption of the 2024 Budget. These items were correctly shown in the 2025 Budget, but Finance is behind on bringing adjustments forward due to other urgent priorities/deadlines.

Fiscal Impact:

2024 BUDGET ADJUSTMENTS

General Fund - Parks

Damage to Village Property (Revenue)	+ \$ 27,954
Contractual Services (Expense)	+ \$ 27,954
Increase spending authority for insurance proceeds received for total insurance claim of \$32,954 less \$5,000 deductible for damage to bleachers and fencing from storm in May 2024.	

General Fund - Parks

Damage to Village Property (Revenue)	+ \$ 11,023
Contractual Services (Expense)	+ \$ 11,023
Increase spending authority for insurance proceeds received for total insurance claim of \$16,023 less \$5,000 deductible for vandalism repairs to Doyle Park bathroom.	

TID 4 Capital Projects Fund

Tax Incremental Revenue (Revenue)	+ \$ 52,000
Development Incentives (Expense)	+ \$ 52,000
Increase spending authority for final tax rates vs projected in the 2024 Budget and related development incentives due per approved agreement terms.	



Item For Consideration

TID 6 Capital Projects Fund

Tax Incremental Revenue (Revenue)	+ \$ 140,000
Development Incentives (Expense)	+ \$ 140,000
Increase spending authority for final tax rates vs projected in the 2024 Budget and related development incentives due per approved agreement terms.	

American Rescue Special Revenue Fund

Federal Grants (Revenue)	+ \$ 230,884
Transfer to Capital Projects (Expense)	+ \$ 1,074
Transfer to General Fund (Expense)	+ \$ 6,012
Contractual Services (Expense)	+ \$ 1,290

DPW and Unclassified -General Fund

Transfer in General Fund (Revenue)	+ \$ 6,012
Buildings and Ground (Expense)	+ \$ 6,012

The 2023-2024 Budget Carryover accounted for the expenditure of the dump truck that was on order but not received (the grant revenue was classified as unearned at 12/31/23 because of this reason). The differential is the final cost and transfer of funds to connect the yard waste site to the LC CAN Fiber Expansion Project. The grants are completely expended, and this fund will be closed in 2024.

Transportation Fund

Transfer to Capital Projects (Expense)	+ \$ 15,827
--	-------------

Construction Fund

Transfer in Capital Projects (Revenue)	+ \$ 15,827
--	-------------

Close the funds remaining in the Transportation Fund to the Construction Fund where the initial funding was provided for the consultant study.

Youth Football-General Fund

Donations (Revenue)	+ \$ 1,000
Equipment (Expense)	+ \$ 1,000

Increase spending authority for donation from the Green Bay Packers for youth football equipment.



Item For Consideration

FVMPD – Special Revenue Fund

Donations (Revenue)	+ \$ 1,162
Safety Equipment (Expense)	+ \$ 1,162

Increase spending authority for donation from AAA for vests and LED lights.

FVMPD – Special Revenue Fund

Sale of Village Property (Revenue)	+ \$ 4,030
Vehicle Replacement (Expense)	+ \$ 4,030

Increase spending authority for vehicle 89 and 92 trade in value.

Facility and Technology Capital Projects Fund

Transfer in General Fund (Revenue)	- \$ 20,000
Buildings and Ground (Expense)	- \$ 20,000

Village Hall and Unclassified – General Fund

Transfer Out Capital Projects (Expense)	- \$ 20,000
Buildings and Ground (Expense)	+ \$ 20,000

Originally budgeted the camera upgrade in the Technology Capital Projects Fund; however, this should be recorded in Village Hall Budget, so costs are allocated to the appropriate funds (administration serving the utilities are located at Village Hall and allocation is done monthly for Village Hall expenses).

Stormwater Utility

Damage to Village Property (Revenue)	+ \$ 14,057
Maintenance of Ponds (Expense)	+ \$ 14,057

Increase spending authority for insurance proceeds received for total insurance claim of \$19,057 less \$5,000 deductible for April storm damage to pump at French Pond.

Recommendation/Board Action: Please approve the 2024 Budget Adjustments as presented.

Respectfully Submitted,

Lisa Remiker-DeWall, Finance Director



Item For Consideration

For Board Review On: November 20, 2024
Agenda Item Topic: Cheese Festival Grant Fire

Prepared On: November 4, 2024
Prepared By: Fire Department

Report: The Great Wisconsin Cheese Festival, Inc organization has awarded the Little Chute Fire Department a grant of \$5,629 for the purpose of purchasing protective gear for fire fighters in the event of an active shooter incident. Protective gear includes helmets and body armor for the purpose of protecting members in areas considered to be clear but not secure.

Fiscal Impact: The following 2024 Budget Adjustment will be needed to authorize spending:

General Fund

Fire Donations (Revenue)	+ \$5,629
Safety Equipment (Expense)	+ \$5,629

Recommendation/Board Action: The Fire Department requests approval of the 2024 Budget Adjustment to purchase protective gear from the Cheese Festival donation.

Respectfully Submitted,

Duane Nechodom, Chief – Little Chute Fire Department



Item For Consideration

For Village Board Review On: 11/20/2024

Agenda Item Topic: Municipal Utility Agreement-
Holland Road

Prepared On: 11/14/2024

Prepared by: Matthew Woicek,
ADPW

Report: As part of the Wisconsin Department of Transportation (WisDOT) Holland Road Overpass replacement project in 2025, the Village of Little Chute is required to relocate a segment of existing watermain due to an underground conflict with a proposed storm sewer box culvert. The new box culvert is proposed to be installed crossing Holland Road, on the north side of I-41. The Village will relocate approximately 100 linear feet of 12-Inch watermain around the west end of the new box culvert prior to the start of the overpass project work.

Fiscal Impact: For the water main relocation work described above, WisDOT will reimburse the Village of Little Chute 90% of the total costs of the work, including Village staff time. The Village will be financially responsible for the remaining 10% of the work. The Village estimates that the total cost of this work will be approximately \$50,050.00, which also includes Village staff time. This will result in an approximate reimbursement of \$45,045.00 with a Village responsibility of \$5,005.00. Final amounts will be based on the final costs to complete the work.

***This is for reporting purposes only. Municipal Utility Agreement has been executed by the Village prior to this meeting by authorization of Village Board President Vandenberg. Execution of this agreement was time sensitive to prevent delays with the start of the WisDOT project.**

Respectfully Submitted,

Matthew Woicek, PE, Assistant Director of Public Works

CORRESPONDENCE MEMORANDUM

Wisconsin Department of Transportation

Date: November 14, 2024

To: Statewide Utility Project Coordinator
4822 Madison Yards Way, 5th Floor South
Madison, WI 53707-7965

From: Garrett Vickman
Northeast Region
Utility Coordinator

Subject: Utility Project ID: 1130-66-43
R/W Project ID: 1130-63-21 UA #625
Little Chute Municipal Water Dept
Water

Construction Project ID: 1130-66-80
APPLETON - DE PERE
HOLLAND ROAD OVERPASS
IH 41, Outagamie County

RECOMMENDATION FOR APPROVAL:

The cost estimate and work plan for this project has been reviewed and is reasonable. The estimate and agreement are recommended for approval on behalf of the Department of Transportation.

Transportation Region

Regional Utility Coordinator

Date

Bureau of Technical Services (BTS)

Statewide Utility Project Coordinator

Date

The following materials relating to the subject project are required for utility agreement number processing. Please complete checkboxes prior to submittal.

- Release of Rights not required.
- The original of the DT1575-Municipal in the amount of **\$45,045.00**.
- One copy of Little Chute Municipal Water Dept's estimates, including a summary worksheet showing the major cost areas and total cost.
- One copy of Little Chute Municipal Water Dept's work plans.
- One copy of the following documents that show the highlighted area(s) of compensability.
 - Transportation Project Plat - Recorded Date: 11/08/2023
- One copy of any plan and profile sheets when they are used, in addition to the appropriate plat sheets.

Proposed culvert structure C-44-0153 was modified after the DT1078 plan set was supplied to the utility companies, and this modification was discovered September 9, 2024. Impacted utility companies were notified of the change once discovered, and Little Chute Water Department responded stating their existing 12" PVC, cased, water main is in conflict with the culvert structure precast cutoff wall. Little Chute Water Department intends to remove 70 feet of existing 12" PVC, water main, 47 feet of which will have the casing removed and install 120 feet of 12" PVC, uncased, around the culvert structure endwall to resolve the conflict. Little Chute Water Department is seeking compensation for this work, in which State Participation is 90% with an Municipal Utility Agreement estimate of \$45,045.00. Little Chute Water Department also has a water valve to adjust during construction, but are not seeking compensation for the adjustment.

Credits applied to this utility agreement number and amount of credit:

<input type="checkbox"/> Used Life	\$0.00	<input type="checkbox"/> Salvage	\$0.00
<input type="checkbox"/> Betterment	\$0.00	<input type="checkbox"/> Plant Loss	\$0.00

All required permits shall be approved by the official approving authority prior to construction activity.
The funding for this project is 100% State Funds.

**AGREEMENT FOR PAYMENT
For Relocation or Replacement of Municipal Utility Facilities
Located on Public Held Land Required by Freeway Construction**

Wisconsin Department of Transportation
DT1575 4/2023 s.84.295(4m) Wis. Stats.

This Agreement is made and entered into by and between the Wisconsin Department of Transportation, hereinafter designated as the "DEPARTMENT," and **Little Chute Water Department**, hereinafter designated as the "MUNICIPAL UTILITY," for the payment for the relocation or replacement of certain municipal utility facilities on publicly held lands as required by the construction of the freeway project identified below.

<p>Project Description</p> <p>Title: APPLETON - DE PERE Limits: HOLLAND ROAD OVERPASS Highway: IH 41 County: OUTAGAMIE</p>	<p>Project ID(s)</p> <p>Design: 1130-63-01 Construction: 1130-66-80 Right of Way: 1130-63-21 UA No.: 625 Utility: 1130-66-43</p>
Facility Type: Water	

For and in consideration of the acceptable relocation or replacement of the MUNICIPAL UTILITY facilities presently located on publicly held lands which must be modified to accommodate the construction of the above-identified freeway, the DEPARTMENT will pay an amount equal to 90% of the net cost incurred by the MUNICIPAL UTILITY for the actual removal, relocation, alteration or other rearrangement of the MUNICIPAL UTILITY facilities situated on the lands required to restore equivalent function as necessary and in kind, if feasible, of the affected segment of the MUNICIPAL UTILITY facility.

The work covered by this Agreement is set forth and made a part of the attached Exhibit. The Exhibit consists of a statement of the work and a proposed schedule for its accomplishment and coordination, if necessary, with the companion highway work, an estimate of costs, plans and special provisions, if any.

The work shall be performed under normal MUNICIPAL UTILITY practices and the costs computed and determined in accordance with the work order accounting procedure prescribed or approved for the MUNICIPAL UTILITY by the regulatory agency having jurisdiction, including applicable provisions of the Code of Federal Regulations 23, Part 645, Subpart A - Utility Relocations, Adjustments, and Reimbursement.

It is further understood that:

1. All salvage shall be credited to the project in the manner prescribed under the MUNICIPAL UTILITY's accounting procedure for work undertaken at the expense and volition of the MUNICIPAL UTILITY. When recovered materials are to be disposed of by sale as scrap, the MUNICIPAL UTILITY shall either have filed with the DEPARTMENT an acceptable statement outlining the MUNICIPAL UTILITY's current standard practice and procedure for disposal of such material or shall give written notice to the DEPARTMENT of the location and time said recovered materials will be available for inspection.
2. A credit shall be given representative of the amount of depreciation accrual, if any, assignable to the facilities subject to replacement. Such credit shall be calculated in accordance with s.645.117(h)(2) of the Code of Federal Regulations, Title 23. The amount of the credit shall be based upon the original installed cost, the age of the facility and the applicable depreciation rates, but may also consider the average service lives certified by the regulatory agency having jurisdiction and the expected remaining service lives of the existing materials.
3. Work under this Agreement shall not start until the MUNICIPAL UTILITY has received written notice from the DEPARTMENT to proceed with the work. The MUNICIPAL UTILITY shall give prior notice to the appropriate DEPARTMENT Regional Transportation Office when it proposes to commence its construction operations and shall give similar notification when operations are resumed subsequent to suspension of operations. Any significant change in the extent or scope of the work under this Agreement must be covered by a written change order or any extra work order. **It is expressly understood and agreed that any work done by the MUNICIPAL UTILITY prior to authorization by the DEPARTMENT shall be at the MUNICIPAL UTILITY's sole expense.**

The MUNICIPAL UTILITY shall not subcontract any portion of the work included under this Agreement without the prior approval of the DEPARTMENT except for work of relatively minor cost or nature. Any existing continuing contract, under which the MUNICIPAL UTILITY now has certain work regularly performed, will be considered to conform to the requirements of this section, provided the contract is submitted for the Regional Director's prior approval.

The MUNICIPAL UTILITY shall keep and make available to the DEPARTMENT detailed payrolls for office and field personnel, equipment use records, materials used, and salvage records including the condition and disposition of the removed and salvaged materials, as well as payments to any MUNICIPAL UTILITY subcontractor if the work is performed in that manner.

The MUNICIPAL UTILITY agrees to maintain all records of costs incurred that are covered by this Agreement for a period of 3 years from the date of final payment for inspection by the DEPARTMENT and the Federal Highway Administration.

4. Upon completion of the work contemplated under this Agreement, the MUNICIPAL UTILITY will submit invoices to the DEPARTMENT setting forth the actual and related indirect cost in substantially the same detail and order indicated in the estimate attached to this Agreement. Each copy of such invoice shall identify the location where the supporting records for the costs included in the billing may be reviewed as well as the name of the MUNICIPAL UTILITY custodian of such records. Invoice shall be submitted within one year of the completion of the companion highway project.

The MUNICIPAL UTILITY agrees to permit audit of said invoices by the DEPARTMENT and by the Federal Highway Administration, if necessary, and to offer prompt support for any item cited for review or be deemed to concur in the item's deletion or correction. The supportable net amount of the invoice verified by audit as being in compliance with the provisions of this Agreement shall be paid by the DEPARTMENT and will be accepted as full compensation for the agreed upon work including all damages, costs and expenses incurred by the MUNICIPAL UTILITY and arising from or necessitated by the work.

The MUNICIPAL UTILITY shall comply with the Buy America requirements specified under 23 U.S.C. Section 313, 23 CFR 635.410 and IIJA Pub. L. No. 117-58 when any part of this highway improvement project involves funding by the Federal Aid Highway Program. To complete processing of invoices submitted, the MUNICIPAL UTILITY shall provide to the DEPARTMENT a signed DT2249, *Utility's Certificate of Buy America Compliance*.

5. In connection with the performance of work under this contract, the MUNICIPAL UTILITY agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in s.51.01(5) Wisconsin Statutes, sexual orientation as defined in s.111.32(13m) Wisconsin Statutes or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Except with respect to sexual orientation, the MUNICIPAL UTILITY further agrees to take affirmative action to ensure equal employment opportunities. The MUNICIPAL UTILITY agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.
6. The execution of this Agreement by the DEPARTMENT shall not relieve the MUNICIPAL UTILITY from compliance with applicable Federal and State laws, Wisconsin Administrative Codes, and local laws or ordinances which may affect the performance of the work covered, and shall not be construed to supersede any other governmental agency requirements for plan approval or authority to undertake the utility alteration work.

This Agreement does not supplant any permit required under sections 84.08, 86.07(2), or 86.16, Wisconsin Statutes. No MUNICIPAL UTILITY work affecting highway lands shall be undertaken without any required separate permit, which may be processed and approved concurrently with this Agreement.

In accordance with section 84.295(4m)(d), Wisconsin Statutes, any entry upon or occupation of freeway right of way under this Agreement by a Metropolitan Sewerage District acting under section 66.24(5)(b), Wisconsin Statutes, shall be done in a manner acceptable to the DEPARTMENT.

7. The Agreement is not binding upon the parties until this document has been fully executed by the MUNICIPAL UTILITY and the DEPARTMENT.

The parties have caused this Agreement to be executed by their proper officers and representatives on the date shown.

WISCONSIN DEPARTMENT OF TRANSPORTATION

(Contract Manager) (Date)

(Print Name)

OFFICE OF THE GOVERNOR

(Governor of Wisconsin) (Date)

(Print Name)

MUNICIPAL UTILITY

Little Chute Water Department

(Municipal Utility Name)

Beau Bernhoff

11/13/2024

(Authorized Signature)

(Date)

Village Administrator

(Title)

Beau Bernhoff

(Print Name)

(Authorized Signature)

(Date)

(Title)

(Print Name)

(Authorized Signature)

(Date)

(Title)

(Print Name)

Village of Little Chute**Cost Estimate for 12" Water Main Re-alignment at Holland Road and I-41****Culvert Crossing**

Item	Quantity	Unit	Cost	Total
Remove Existing Casing & Water Main	1	LS	\$4,400.00	\$4,400.00
Connect to Existing 12" Water Main	2	EA	\$2,500.00	\$5,000.00
Install 12" 45 Degree Bends	2	EA	\$1,050.00	\$2,100.00
Relocate 12" Valve with New Mega lugs, Bolts, & Valve Box	1	EA	\$1,150.00	\$1,150.00
Install 12" Water Main with Native Backfill	120	LF	\$150.00	\$18,000.00
12" Water Main Sleeve Complete	1	EA	\$1,600.00	\$1,600.00
Restoration	400	SY	\$5.00	\$2,000.00
Staking	1	LS	\$250.00	\$250.00
Engineering	1	LS	\$11,000.00	\$11,000.00
Subtotal				\$45,500.00
10% Contingency				\$4,550.00
Grand Total				\$50,050.00

Items listed above include the materials associated with the item of work. Work consists of removing the existing, cased, 12" PVC C900 water main and installing the re-aligned 12" PVC C900, uncased, water main in conflict with box culvert structure C-44-0153.

Design ID: 1130-63-01
Const. ID: 1130-66-80
Limits: Holland Road Overpass
UA No.: 625
Utility ID: 1130-66-43

Per Wis Stat. S. 84.295(4m), Little Chute eligible for 90% relocation reimbursement for existing facilities in conflict with highway improvement project.

1130-66-43 DT1575 Estimated Agreement Amount= **\$45,045.00**

UTILITY WORKSHEET

DT2236 6/2009 s.84.063 Wis. Stats.

Wisconsin Department of Transportation

Utility Company Name Little Chute Municipal Water Dept - Water	PLEASE RETURN THIS WORKSHEET BY October 12, 2023
Project Description Design Project ID: 1130-63-01 Construction Project ID: 1130-66-80 APPLETON - DE PERE HOLLAND ROAD OVERPASS B440330 IH 41, Outagamie County	RETURN TO Michael Piller Division of Transportation System Development Northeast Region 115 Pine Street Suite 300 Green Bay WI 54301

1. Describe your proposed relocation plan for the above project, as requested in the enclosed letter, using highway stationing whenever possible. Attach extra sheets if needed.

Prior to construction, the Village of Little Chute will relocate a segment of water main to the west of its current location in the area around the west endwall of the proposed stormwater box culvert, in the northwest quadrant of I-41 and Holland Road. The relocated watermain is proposed to have an offset of 13'-0" from the center of the proposed endwall, an offset of 5'-6" from the south end of the proposed endwall, and an offset of 10'-0" from the north end of the proposed endwall. A work plan of the water main relocation is attached for reference. Little Chute seeking compensation for this work under Utility ID 1130-66-43.

During construction, the Village of Little Chute will adjust the existing water valve box at STA 61'HOL'+75 left to finished grade. Little Chute is not seeking compensation for this adjustment work.

2. Conflicting utility facilities will need to be relocated prior to construction. If this is not feasible, provide an explanation and an indication of what work will require coordination with the highway contractor during construction.

Water main relocation work will be completed prior to the start of construction.

Water valve box relocation work will be completed during construction.

3. Anticipated Start Date

January – February 2025 for water main relocation work

Upon notification from Highway Contractor for water valve relocation work

4. Estimated construction time required (In working days)

5 working days for water main relocation work

1 working day for water valve box relocation work

5. List the approvals required and the expected time schedule to obtain those approvals.

WDNR Public Water System Plan Approval – 55 to 65 days

6. Include a list of the real estate parcels that the Wisconsin Department of Transportation (DOT) must have acquired to enable your company to complete the necessary facility installations and relocations prior to construction.

No parcel acquisitions are required for this work

7. Review the enclosed plans for the above project. Are your facilities correct as shown? If not, list the errors. In some cases, it may be easier to return a marked up copy of the plan. **It is very important that your facilities are shown correctly because all construction field personnel will use this information. Uncorrected location errors could create construction delays or damage to utility facilities.**

An existing 22 degree water main bend located 14' north of the existing water valve is not show on the proposed culvert plan. The location of the bend is shown by notation of the attached Village Water Main work plan for reference.

8. Is this work dependent on work by other utilities? If so, which other utilities, and what time schedule has been coordinated with them?

This work is not dependent on other utilities.

9. Please provide the name, address, and telephone number of the field contact person for this project, so that we may place this information on the highway plan

Name	
Kent Taylor	
Address	
108 W. Main Street	
City, State, ZIP Code	
Little Chute, WI 54140	
Area Code - Telephone Number	Area Code - Telephone Number (Mobile)
920-423-3865	
E-mail Address	
kent@littlechutewi.org	

10. List any other relevant information that may impact the ultimate goal of preventing construction delay due to uncertain scheduling of utility facility relocations.

N/A

11.

Yes No

Do you have any facilities that are no longer in use but have been left in place in the project area? If "Yes", approximately where are the facilities located and what type and size of facility is involved?

Does the line have any remaining product?

Does the line have any asbestos wrap or any other hazardous materials associated with it?

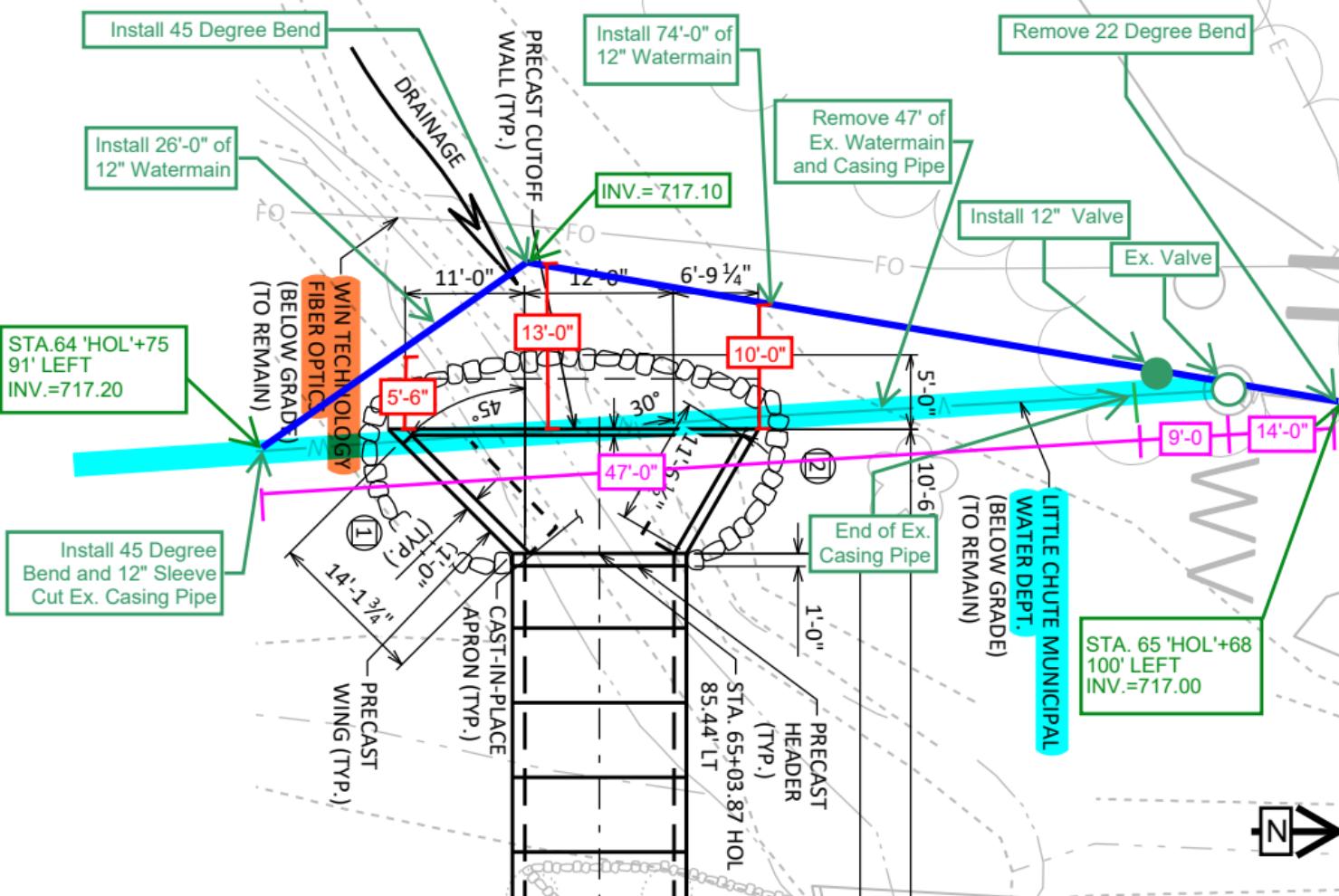
Does any part of the line conflict directly with the proposed highway project? If so, what arrangements have been made to remove those portions? This should be mentioned as part of your work plan in question number 1 on this form.

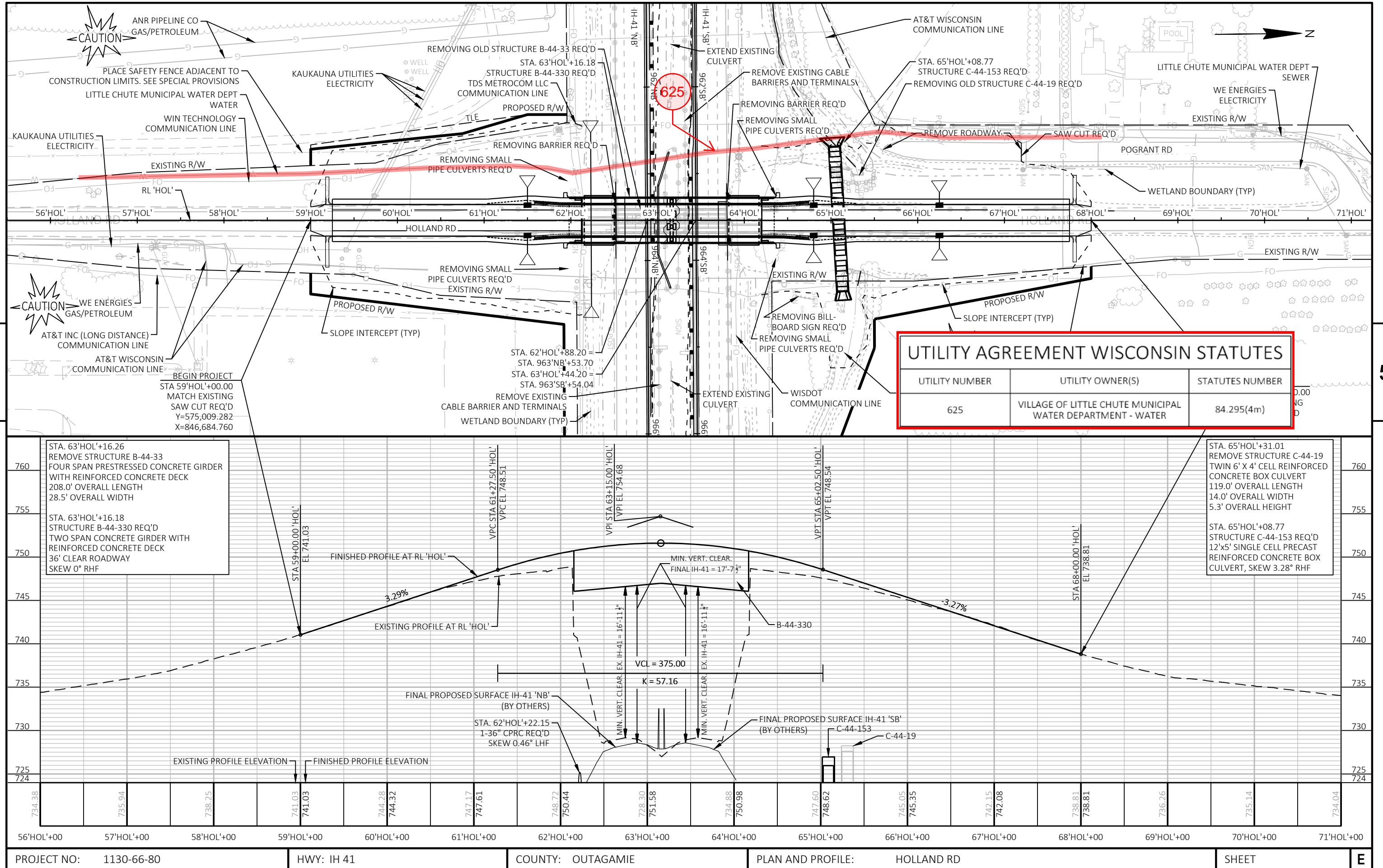
Is there any reason the highway contractor cannot remove portions of the line left in place?

If you answered "Yes" to any of the questions above, please attach additional pages.

Preparer Area Code – Telephone #, Ext. 920-423-3865	Preparer E-Mail Address matthew@littlechutewi.org	
	<i>Matthew Woicel</i>	11/8/2024
	(Name of Person Who Prepared this Worksheet) (If completed electronically, Brush Script Font)	(Date)

NOTE: DOT will be sending to you a Trans 220 Work Plan Approval letter and a Start Work Notice after we complete the review of your Work Plan.





DESIGN DATA

LIVE LOAD:

DESIGN LOADING: HL-93
INVENTORY RATING FACTOR: 1.00
OPERATING RATING FACTOR: 1.30
WISCONSIN STANDARD PERMIT VEHICLE (WIS-SPV): 190 (KIPS)

EARTHLOAD:

DESIGNED FOR FILL HEIGHT OF 21.0 TO 23.0 FT.

MATERIAL PROPERTIES:

CONCRETE MASONRY $f_c = 3,500$ PSI
HIGH STRENGTH BAR STEEL
REINFORCEMENT $f_y = 60,000$ PSI
PRECAST CONCRETE (BARREL SECTIONS) $f_c = 5,000$ PSI
STEEL REINFORCEMENT (WIRE) $f_y = 65,000$ PSI
PRECAST CONCRETE (WINGS/HEADERS/CUTOFF WALLS) $f_c = 4,000$ PSI

HYDRAULIC DATA

100-YEAR FREQUENCY:

$Q_{100} = 263.47$ C.F.S.
 $V_{100} = 5.49$ F.P.S.
 $HW_{100} = EL. 725.87$ FT.
WATERWAY AREA = 60 SQ. FT.
DRAINAGE AREA = 521.29 ACRES
ROADWAY OVERTOPPING = N/A
SCOUR CRITICAL CODE = TBD

2-YEAR FREQUENCY:

$Q_2 = 100.80$ C.F.S.
 $V_2 = 4.80$ F.P.S.
 $HW_2 = EL. 723.34$ FT.

TRAFFIC DATA

FEATURE ON:

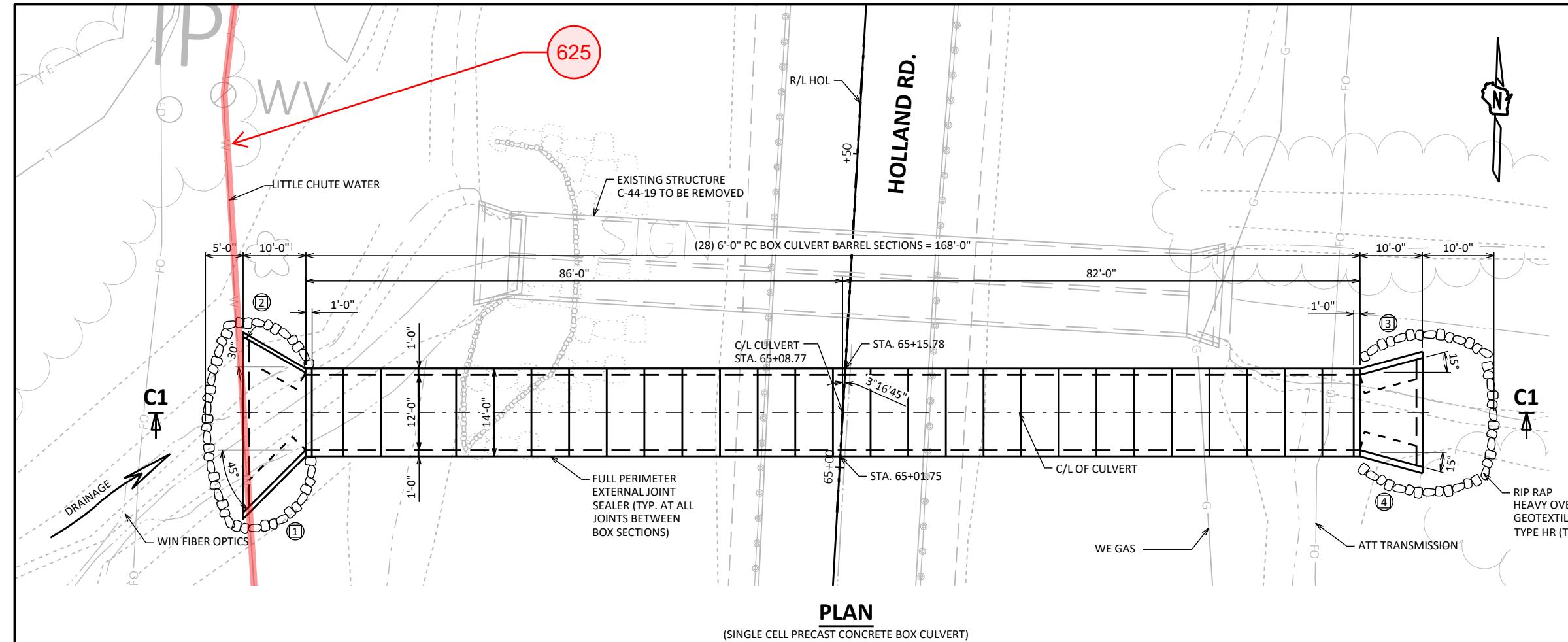
ADT = 1,800 (2025)
ADT = 2,400 (2045)
R.D.S. = 40 MPH

LIST OF DRAWINGS

- GENERAL PLAN & ELEVATION
- CROSS SECTION, QUANTITIES, NOTES & DETAILS
- SUBSURFACE EXPLORATION
- CAMBER DIAGRAM AND INVERT ELEVATIONS
- PRECAST CONCRETE BOX CULVERT BARREL DETAILS
- PRECAST CONCRETE BOX CULVERT END DETAILS

LEGEND

(#) INDICATES WING NUMBER.
 12" RUBBERIZED MEMBRANE WATERPROOFING UP WALLS.
 TYPICAL AT ALL WING JOINTS.
 * CONSTRUCTION INVERT ELEVATION. ACCOUNTS FOR 1 1/2" ANTICIPATED SETTLEMENT. FUTURE INVERT ELEVATION IS EXPECTED TO BE 721.00.



UTILITY AGREEMENT WISCONSIN STATUTES

UTILITY NUMBER	UTILITY OWNER(S)	STATUTES NUMBER
625	VILLAGE OF LITTLE CHUTE MUNICIPAL WATER DEPARTMENT - WATER	84.295(4m)

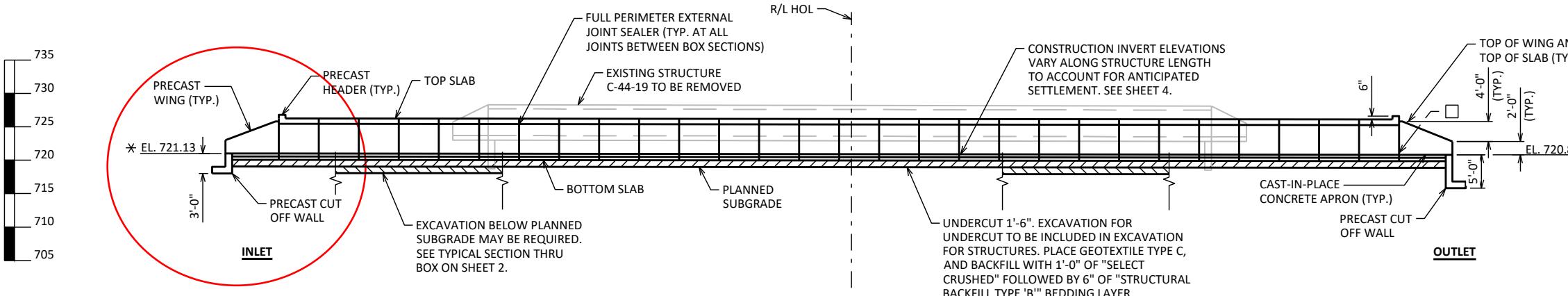
BENCH MARK

NO.	STATION	DESCRIPTION	ELEV.
BM 153	62-08.60, 14.95' RT	DISK SE WINGWALL	751.31
BM 154	64+28.94, 14.97' RT	CHISELED SQUARE NW WINGWALL	748.47

STRUCTURE DESIGN CONTACTS

BRIDGE OFFICE CONTACT:
AARON BONK (608) 261-0261

DESIGN CONSULTANT CONTACT:
KEITH BEHREND (608) 251-4843



NO.	DATE	REVISION	BY
 STRAND ASSOCIATES MADISON, WISCONSIN 53715 (608) 251-4843 (608) 251-8655 FAX WWW.STRAND.COM			
STATE OF WISCONSIN DEPARTMENT OF TRANSPORTATION			
ACCEPTED	CHIEF STRUCTURES DESIGN ENGINEER	DATE	
STRUCTURE C-44-153			
HOLLAND ROAD OVER UNNAMED DRAINAGE			
COUNTY	TOWN/CITY/VILLAGE	VANDENBROEK	
DESIGN SPEC. AASHTO LRFD BRIDGE DESIGN SPECIFICATION			
DESIGNED BY	DESIGNED CK'D	DRAWN BY	PLANS CK'D KRB
SHEET 1 OF 4			
GENERAL PLAN			