



AGENDA

REGULAR BOARD MEETING

PLACE: Little Chute Village Hall
DATE: Wednesday, December 18, 2024
TIME: 6:00 p.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/83067839028>

Meeting ID: 830 6783 9028

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 December 4, 2024
- H. Discussion/Action—Buchanan Overpass Sidewalk and Lighting
- I. Discussion/Action—Appointments
- J. Discussion/Action—Smith Pharmacy Development Agreement and Budget Adjustments
- K. Discussion/Action—Splash Pad Change Order
- L. Discussion—Outagamie County Urban County Trunk Highway Improvement Projects—Local Cost Share Policy
- M. Department and Officer Progress Reports

- N. Call for Unfinished Business
- O. Items for Future Agenda
- P. Closed Sessions:
 - (a)19.85(1)(e) Wis. Stats. Deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session. *Fire Station Update*
 - (b)19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Personnel Reviews*
- Q. Return to Open Session
- R. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made with as much advance notice as possible to the Clerk's Office at 108 West Main Street, (920) 423-3852, [email: Laurie@littlechutewi.org](mailto:Laurie@littlechutewi.org) Prepared: December 13, 2024

VILLAGE OF LITTLE CHUTE MONTHLY REPORT



Little Chute

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

November
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 – NOVEMBER 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

November Administration Updates

- LCBA meeting in November was at the Little Chute High School. Opportunities for new business events were discussed and the plan for high school students to decorate businesses' windows was laid out. Next meeting is at Creative Simplicity in December. Also, check out the LCBA new Facebook page to learn or become part of the team!
- Continued Fire Station design work. We are preparing for the 30% completion plans for January.
- Assisting DPRF in the draft RFQ for the Heesakker Park Project. Should have something presentable to the Board in December for release.
- Major focus on development projects across the Village. Working with Community Development on several development agreements.
- Continued to attend various meetings with stakeholders in preparation for the 2025 calendar year.
- Assisted Clerks with the 2024 election process.

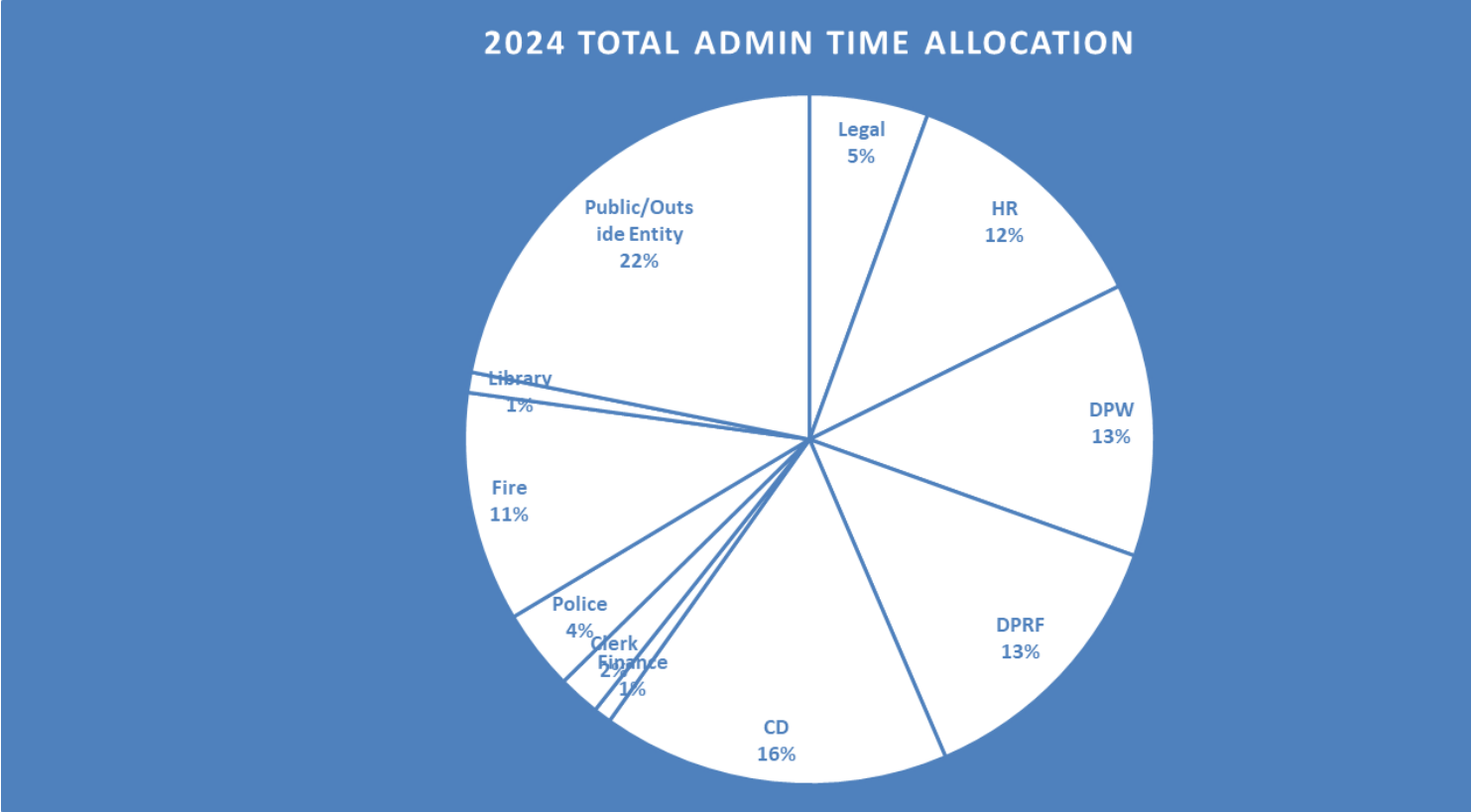
Current Work List and Progress Update

- Team building efforts through all-hands meeting. Coordinating and planning the half-day event.
- Working with legal on various ongoing items in the Village.
- Finalizing annual performance reviews.
- Reviewing that all projects are closing out and getting invoices to finance before year end.

Items for December

- Continue to assist Human Resources in various personnel matters.
- Prioritizing the Fire Station design and engineering programming. Meeting weekly to stay on schedule.
- 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 12/13/2024.



VILLAGE CLERK

November 5th General Election was one for the history books! A record voter participation of 93% that's 6850 of the 7383 registered voters. Absentee Voting was a huge success this year. 1,290 absentee ballot requests were mailed out. Early In-Person Absentee Voting was a huge success with 3,044 residents participating in this service. Our extended hours for early voting were greatly appreciated and accommodated residents who were at work or school during regular business hours.

We would like to thank all the Election Chiefs, Poll Workers, Volunteers and Village Hall staff who made Election Day a success! Our dedicated team of over 50, were able to process a record number 4,278 absentee ballots, 736 Election Day Registrations and over 2,575 people at the polls. Following the Election materials were returned to county, we completed the board of canvass and election reconciliation took place.


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


- Conduct November 5th General Election
- Post-Election Reconciliation
- Return materials to County, Board of Canvass
- 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
- Prepare and create Winter Village Newsletter
- Assist Fire Department with recruiting and applications
- Prepare nomination paperwork


Goals for December:

- Agendas/Minutes for meetings
- Share data from social media sites
- Maintenance of the Village Website and social media outlets
- Work with other Departments to create Social Media schedule, coordinate postings
- Ongoing phone/supply ordering support
- Design and create Winter Village Newsletter
- Assist Fire Department with hiring and applications
- Distribute and Collect Nomination Paperwork

2024 Social Media Metrics September October November 2024 Totals

	Facebook Posts				
	People Reached	74,223	29,508	42,626	638,359
	Content Interactions	1,795	949	1,638	42,581
	Link Clicks	103	253		3,403
	Facebook Visits	5,768	5,703	6,722	69,206
	Facebook followers	7,579	7,625	7,648	81,256
	Most popular post (reach)	Splash Pad	TbTh Fire Dept	TbTh Post Office	0
	Facebook Videos				
	Minutes Viewed	2,340	1,007	1,247	21,164
	1-Minute Video Views	406	253	248	5,112
	3-Second Video Views	6,861	2,022	2,957	54,359
	Video Engagement	67	949	16	4,548
	Most popular Video	Splash Pad	park updates	Park updates	

	Instagram				
	Instagram Reach	319	252	273	3,877
	Profile visits	13	25	17	332
	New followers	4	4	5	56
	Followers	1,018	1,022	1,023	1,023
	Popular Post	splash pad	early voting	TbThur Post office	

	LinkedIn				
	Page Views	10	42	18	381
	Unique Visitors	5	14	9	182
	Post Impressions	0	26	53	1,133
	followers	306	310	314	276

FINANCE DEPARTMENT

HIGHLIGHTS

- A budget presentation and public hearing took place on November 6, followed by Village Board adoption and approval of the resolution establishing the tax levy for the 2025 Budget.
- Certified and finalized the tax roll including special assessments and special charges (eligible delinquent accounts receivable and utility invoices) upon receipt of certified levies from taxing jurisdictions and tax credit information from the State. The information was uploaded to the Outagamie County tax portal by the target date to secure an early spot in queue for tax bill creation and printing. The County mailed the tax bills on November 27.
- The Finance Director filed the Tax Levy Limit Worksheet and the Statement of Taxes with the State by established deadline to insure not penalties on future aids.
- Calculated 2024 life insurance imputed income to be added to our police officers' taxable wages in accordance with IRS regulations defined in publication 15-B.
- Well WI incentives earned in 2024 were added to participating employees' taxable incomes.
- 2024 dog tag license reconciliation was completed with the County allowing us to receive the 2025 licenses for citizen application and distribution.
- Participated in Finance Performance Reviews for 2024 celebrating many successes. We are blessed to be a part of a highly effective team and have a renewed sense of direction with 2025 goals.
- The 2025 payroll change notices were generated and distributed for supervisors to discuss with their direct reports during performance evaluations.
- Vision open enrollment and dental dependent changes were available through November 11th.
- Completed and uploaded both 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.
- The 2025 Weights and Measures invoices were 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.
- Surprised by the departure of the new Payroll and Benefits Specialist, we reached out to our qualified top candidate, Nikki Beseler, who accepted our offer and was able to start employment with us on November 25th. Welcome Nikki!
- Interviews for the Operations Manager position continued through November.

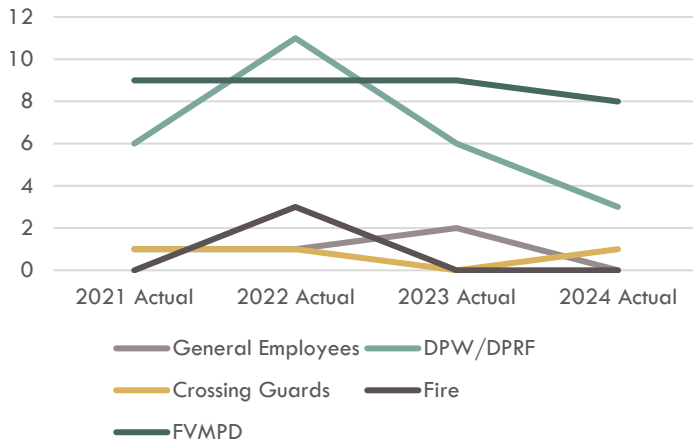
TOP PRIORITIES FOR DECEMBER

- Tax collection, accurate processing and reporting to serve our citizens and fund the 2025 Budget.
- All remaining Comp Time for non-WPPA employees will be paid out on the first payroll in December.
- Virtual enrollment for all voluntary employee benefits will be on December 5th.
- Celebrate the retirement of Payroll and Benefits Specialist, Mary Kempen, celebrating 6 years of dedicated service to the Village. She has been a trustworthy, valuable employee who will surely be missed.
- Train new Payroll and Benefits Specialist, Nikki Beseler.
- Extending an employment offer for the Operations Manager position.
- 2025 health insurance rates will begin in December 2025 as premiums are due one month in advance.
- Prepare for preliminary audit fieldwork scheduled for December 12th & 13th.
- Finance Director to attend the WGFOA winter conference for required CPE to maintain her license.

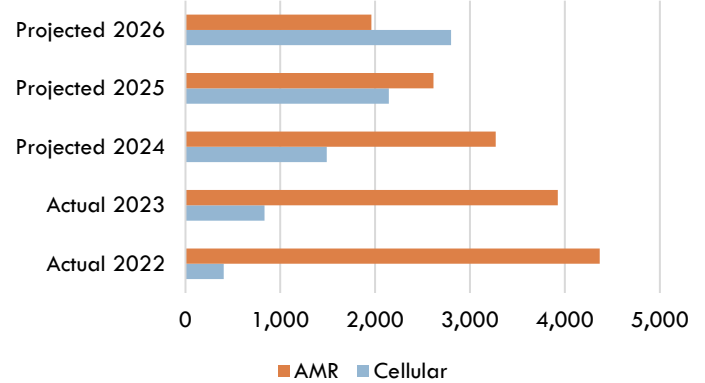
CONTINUOUS IMPROVEMENT EFFORTS

- Several members of the Finance team attended Outagamie County's tax training to obtain new information for the collection season and affirm best practices.
- Completed a test of 1099 filing to the IRS FIRE system, a new process for the Village this year.

Workers Compensation Claims



CELLULAR AND DRIVE BY AMR METER READS



PERFORMANCE MEASUREMENTS

	Actual <u>2021</u>	Actual <u>2022</u>	Actual <u>2023</u>	Target <u>2024</u>
# 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%	4.72% vs 4.40%
% 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	534
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%	85%

FINANCE LEARNING OPPORTUNITY

Governmental Accounting Standard 101 Compensated Absences effective for fiscal year 2024 key changes:

- Previously only accrued for unused sick leave expected to be paid at termination (estimated sick leave payouts for employees who had turned 50 or older for protected and 55 or older for general and accrued 50% for anticipated payout at retirement).
- Now we must perform an analysis to determine how much of the employees' leave balance at year end are more likely than not (likelihood >50%) to be used as time off in future reporting periods.

				Over (Under) Budget	% OF BUDGET Highlight
	NOVEMBER	YTD 2024	BUDGET 2024	VARIANCE	95%
GENERAL FUND					
Taxes	5,702.53	984,964.41	986,870.00	(1,905.59)	99.81%
Total Licenses and Permits	2,217.75	91,013.17	109,005.00	(17,991.83)	83.49%
Intergovernmental Aid	1,633,964.23	2,970,330.58	2,951,976.00	18,354.58	100.62%
Public Charges for Service	5,302.23	157,149.68	152,885.00	4,264.68	102.79%
Fines and Forfeitures	5,219.99	83,166.82	88,500.00	(5,333.18)	93.97%
Total Interest	21,683.44	280,541.82	107,365.00	173,176.82	261.30%
Miscellaneous Revenue	29,823.86	222,228.20	200,899.00	21,329.20	110.62%
Other Financing Sources	18,783.88	253,494.58	232,912.00	20,582.58	108.84%
Total General Fund Revenue	1,722,697.91	5,042,889.26	4,830,412.00	212,477.26	104.40%
Village Board	23,212.04	96,037.63	104,025.00	(7,987.37)	92.32%
Administration	8,360.22	82,489.44	110,421.00	(27,931.56)	74.70%
Finance	23,176.72	249,837.41	353,995.00	(104,157.59)	70.58%
Clerk	22,860.56	230,562.07	259,078.00	(28,515.93)	88.99%
Community Development - Assessing	13,062.85	85,972.02	142,932.00	(56,959.98)	60.15%
Inspections	8,962.47	122,696.61	152,760.00	(30,063.39)	80.32%
Economic Development	3,502.24	94,599.27	107,753.00	(13,153.73)	87.79%
Village Hall	53,864.55	145,877.02	121,093.00	24,784.02	120.47%
Municipal Court	2,837.59	68,686.10	74,914.00	(6,227.90)	91.69%
Unallocated	(5,547.46)	47,809.91	209,980.00	(162,170.09)	22.77%
Insurance	6,443.36	194,125.72	211,147.00	(17,021.28)	91.94%
Village Promotion and Goodwill	5,312.59	39,607.36	47,276.00	(7,668.64)	83.78%
Fire Operations	22,425.50	278,804.97	352,625.00	(73,820.03)	79.07%
Fire Allocated	27,949.72	339,217.46	378,307.00	(39,089.54)	89.67%
Crossing Guards	6,726.98	61,582.89	80,706.00	(19,123.11)	76.31%
Public Works Administration	3,126.62	64,665.51	64,068.00	597.51	100.93%
Public Works Engineering & GIS	8,077.28	76,242.53	74,993.00	1,249.53	101.67%
Public Works Street Repair and Maintenance	60,568.86	619,034.70	846,840.00	(227,805.30)	73.10%
Public Works Support Services	3,393.27	35,406.84	57,323.00	(21,916.16)	61.77%
Public Works Vehicle Maintenance	3,684.90	121,602.33	170,857.00	(49,254.67)	71.17%
Public Works Snow and Ice Control	3,713.21	160,549.36	241,305.00	(80,755.64)	66.53%
Public Works Weed Control	185.94	6,008.60	23,275.00	(17,266.40)	25.82%
Public Works Recycling	4,735.50	50,376.13	56,961.00	(6,584.87)	88.44%
Park	42,254.58	545,620.89	640,193.00	(94,572.11)	85.23%
Recreation	10,083.45	186,888.30	238,885.00	(51,996.70)	78.23%
Forestry	14,920.13	242,927.58	222,198.00	20,729.58	109.33%
Youth Football	585.77	27,635.76	29,773.00	(2,137.24)	92.82%
Community Band	771.75	9,295.40	13,292.00	(3,996.60)	69.93%
Transfers	(20,000.00)	1,401,000.00	1,401,000.00	-	100.00%
Total General Fund Expenses	359,251.19	5,685,159.81	6,787,975.00	(1,102,815.19)	83.75%
GENERAL FUND NET REVENUES (EXPENSES)	1,363,446.72	(642,270.55)	(1,957,563.00)		
SANITATION					
Sanitation Revenues	52,534.73	574,941.49	600,300.00	(25,358.51)	95.78%
Sanitation Expenses	44,811.83	471,863.85	532,392.00	(60,528.15)	88.63%
SANITATION NET REVENUES (EXPENSES)	7,722.90	103,077.64	67,908.00		
FIRE EQUIPMENT DONATION					
Fire Equipment Donation Revenues	4,318.68	681,267.17	654,000.00	27,267.17	104.17%
Flag Pole Memorial Expenses	76.20	538.90	1,236,100.00	(1,235,561.10)	0.04%
FIRE EQUIPMENT DONATION NET REVENUES (EXPENSES)	4,242.48	680,728.27	(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	307.85	215,458.88	209,376.00	6,082.88	102.91%
Aquatics Expenses	1,719.00	174,785.47	209,376.00	(34,590.53)	83.48%
AQUATICS NET REVENUES (EXPENSES)	(1,411.15)	40,673.41	-		

	NOVEMBER	YTD 2024	BUDGET 2024	Over (Under) Budget VARIANCE	% OF BUDGET Highlight 95%
LIBRARY/CIVIC CENTER					
Library/Civic Center Revenues	2,773.59	713,508.37	692,568.00	20,940.37	103.02%
Library/Civic Center	46,764.57	585,023.64	727,468.00	(142,444.36)	80.42%
LIBRARY/CIVIC CENTER NET REVENUES (EXPENSES)	(43,990.98)	128,484.73	(34,900.00)		
CONSOLIDATED POLICE SERVICES					
Consolidated Police Services Revenue	21,355.70	4,306,976.84	4,351,381.00	(44,404.16)	98.98%
Police Services Consolidated	295,801.40	3,821,076.22	4,435,040.00	(613,963.78)	86.16%
CONSOLIDATED POLICE SERVICES NET REVENUES (EXPENSES)	(274,445.70)	485,900.62	(83,659.00)		
VAN LIESHOUT RECREATION CENTER					
Van Lieshout Rec Center Revenues	920.25	23,420.82	23,600.00	(179.18)	99.24%
Van Lieshout Rec Center Expenses	384.48	32,095.75	34,919.00	(2,823.25)	91.91%
VAN LIESHOUT NET REVENUES (EXPENSES)	535.77	(8,674.93)	(11,319.00)		
PROMOTIONAL FUND					
Promotional Fund Revenues	9,581.17	40,011.44	47,000.00	(6,988.56)	85.13%
Promotional Fund Expenses	-	25,790.40	40,400.00	(14,609.60)	63.84%
PROMOTIONAL NET REVENUES (EXPENSES)	9,581.17	14,221.04	6,600.00		
AMERICAN RESCUE FUND					
American Rescue Fund Revenues	-	237,727.28	230,884.00	(6,843.16)	102.96%
American Rescue Fund Expenses	-	287,959.57	304,711.00	(17,203.09)	94.50%
AMERICAN RESCUE PROMOTIONAL NET REVENUES (EXPENSES)	-	(50,232.29)	(73,827.00)		
TRANSPORTATION SPECIAL REVENUE FUND					
Transportation Special Revenue Fund Revenues	-	503.79	200.00	303.79	251.90%
Transportation Special Revenue Fund Expenses	15,827.25	15,827.25	45,645.00	(29,818.00)	34.67%
TRANSPORTATION SR FUND NET REVENUES (EXPENSES)	(15,827.25)	(15,323.46)	(45,445.00)		
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	637.18	9,042.25	5,000.00	4,042.25	180.85%
Façade Renovation Grant Fund Expenses	-	571.60	750.00	(178.40)	76.21%
COMMUNITY DEVELOPMENT GRANT NET REVENUES (EXPENSES)	637.18	8,470.65	4,250.00		
NELSON CROSSING MAINTENANCE					
Nelson Crossing Maintenance Revenues	28.32	3,808.72	3,632.00	176.72	104.87%
Nelson Crossing Maintenance Expenses	-	-	3,505.00	(3,505.00)	0.00%
NELSON CROSSING MAINTENANCE NET REVENUES (EXPENSES)	28.32	3,808.72	127.00		

	NOVEMBER	YTD 2024	BUDGET 2024	Over (Under) Budget VARIANCE	% OF BUDGET Highlight 95%
EQUIPMENT REVOLVING FUND					
Equipment Revolving Revenue	8,232.93	842,707.40	635,000.00	207,707.40	132.71%
Equipment Revolving Expenses	-	447,282.50	861,660.00	(414,377.50)	51.91%
EQUIPMENT NET REVENUES (EXPENSES)	8,232.93	395,424.90	(226,660.00)		
FACILITY AND TECHNOLOGY FUND					
Facility and Technology Fund Revenues	(19,787.61)	149,084.56	144,550.00	4,534.56	103.14%
Facility and Technology Fund Expenditures	5,950.00	122,044.54	161,550.00	(39,505.46)	75.55%
FACILITY AND TECHNOLOGY NET REVENUES (EXPENSES)	(25,737.61)	27,040.02	(17,000.00)		
FIRE STATION CONSTRUCTION					
Fire Station Construction Revenues	2,053.14	27,620.50	-	39,505.46	#DIV/0!
Fire Station Construction Expenditures	5,792.91	22,989.41	600,000.00	(577,010.59)	3.83%
FIRE STATION CONSTRUCTION NET REVENUES (EXPENSES)	(3,739.77)	4,631.09	(600,000.00)	616,516.05	
TAX INCREMENT DISTRICT 4					
Tax Increment District 4 Revenues	3,440.78	1,890,293.12	1,818,150.00	72,143.12	103.97%
Tax Increment District 4 Expenses	497.62	1,391,581.31	1,400,808.00	(9,226.69)	99.34%
TAX INCREMENTAL DISTRICT 4 NET REVENUES (EXPENSES)	2,943.16	498,711.81	417,342.00		
TAX INCREMENT DISTRICT 5					
Tax Increment District 5 Revenues	1,387.64	462,315.39	417,698.00	44,617.39	110.68%
Tax Increment District 5 Expenses	1,785.35	298,379.32	303,511.00	(5,131.68)	98.31%
TAX INCREMENTAL DISTRICT 5 NET REVENUES OVER EXPENSES	(397.71)	163,936.07	114,187.00		
TAX INCREMENT DISTRICT 6					
Tax Increment District 6 Revenues	84,494.37	2,635,447.18	2,230,586.00	404,861.18	118.15%
Tax Increment District 6 Expenses	9,312.75	1,898,502.77	1,961,594.00	(63,091.23)	96.78%
TAX INCREMENTAL DISTRICT 6 NET REVENUES (EXPENSES)	75,181.62	736,944.41	268,992.00		
TAX INCREMENT DISTRICT 7					
Tax Increment District 7 Revenues	5,331.09	886,183.13	698,000.00	188,183.13	126.96%
Tax Increment District 7 Expenses	10,656.15	2,995,202.01	3,898,325.00	(903,122.99)	76.83%
TAX INCREMENTAL DISTRICT 7 NET REVENUES (EXPENSES)	(5,325.06)	(2,109,018.88)	(3,200,325.00)		
TAX INCREMENT DISTRICT 8					
Tax Increment District 8 Revenues	3,051.39	153,974.63	105,000.00	48,974.63	146.64%
Tax Increment District 8 Expenses	3,925.07	195,609.30	1,662,194.00	(1,466,584.70)	11.77%
TAX INCREMENTAL DISTRICT 8 NET REVENUES (EXPENSES)	(873.68)	(41,634.67)	(1,557,194.00)		
PARK IMPROVEMENT					
Park Improvement Revenue	1,111.53	511,907.76	480,100.00	31,807.76	106.63%
Park Improvement Expenses	4,192.05	583,620.48	794,743.00	(211,122.52)	73.44%
PARK IMPROVEMENTS NET REVENUES (EXPENSES)	(3,080.52)	(71,712.72)	(314,643.00)		
CONSTRUCTION FUND					
Special Assessment Revenue	106,600.02	657,581.29	118,403.00	539,178.29	555.38%
Capital Projects Revenue	10,364.15	119,272.82	167,929.00	(48,656.18)	71.03%
TOTAL CONSTRUCTION REVENUE	116,964.17	776,854.11	286,332.00	490,522.11	271.31%
Special Assessment Expense	96.59	176,326.97	189,956.00	(13,629.03)	92.83%
Construction Projects	7,781.24	36,630.86	119,015.00	(82,384.14)	30.78%
Administration Capital Projects	14,329.84	153,906.52	176,190.00	(22,283.48)	87.35%
TOTAL CONSTRUCTION EXPENSES	22,207.67	366,864.35	485,161.00	(118,296.65)	75.62%
CONSTRUCTION FUND NET REVENUES (EXPENSES)	94,756.50	409,989.76	(198,829.00)		

	NOVEMBER	YTD 2024	BUDGET 2024	Over (Under) Budget VARIANCE	% OF BUDGET Highlight 95%
SEWER					
Sewer Revenues	326,682.37	3,650,437.72	3,640,837.00	9,600.72	100.26%
Sewer Capital	1,685.56	9,057.15	16,009.00	(6,951.85)	56.58%
Sewer Financing	21,483.00	240,430.95	262,318.00	(21,887.05)	91.66%
Sewer Treatment	172,089.79	2,090,056.20	2,781,803.00	(691,746.80)	75.13%
Sewer Collection	7,948.02	169,979.58	228,570.00	(58,590.42)	74.37%
Sewer Customer A/R	14,906.79	145,604.26	170,092.00	(24,487.74)	85.60%
Sewer Admin and General	13,344.47	189,728.02	221,209.00	(31,480.98)	85.77%
TOTAL SEWER EXPENSES	231,457.63	2,844,856.16	3,680,001.00	(835,144.84)	77.31%
SEWER NET REVENUES (EXPENSES)	95,224.74	805,581.56	(39,164.00)		

WATER UTILITY					
Water Utility Revenues	243,919.41	2,497,952.76	2,963,472.00	(465,519.24)	84.29%
Water Capital Projects	1,085.56	9,310.21	16,593.00	(7,282.79)	56.11%
Water Financing	62,723.00	752,069.11	815,179.00	(63,109.89)	92.26%
Water Source	9,916.38	23,476.51	60,500.00	(37,023.49)	38.80%
Pumping	25,427.66	236,214.96	299,438.00	(63,223.04)	78.89%
Water Treatment	72,370.74	673,115.58	704,626.00	(31,510.42)	95.53%
Water Distribution	48,080.34	756,253.23	908,591.00	(152,337.77)	83.23%
Customer A/R	5,964.57	69,645.98	87,824.00	(18,178.02)	79.30%
Admin and General	10,679.55	144,476.54	207,294.00	(62,817.46)	69.70%
TOTAL WATER EXPENSES	236,247.80	2,664,562.12	3,100,045.00	(435,482.88)	85.95%
WATER NET REVENUES (EXPENSES)	7,671.61	(166,609.36)	(136,573.00)		

STORMWATER UTILITY					
Stormwater Revenue	131,678.03	1,498,605.44	2,408,842.00	(910,236.56)	62.21%
Stormwater Capital Projects	9,115.12	73,838.43	2,496,736.00	(2,422,897.57)	2.96%
Storm Financing	41,600.00	547,188.65	599,186.00	(51,997.35)	91.32%
Storm Pond Maintenance	3,678.38	88,365.38	189,402.00	(101,036.62)	46.65%
Storm Collection	31,135.81	205,110.15	169,262.00	35,848.15	121.18%
Storm Customer A/R	5,964.47	58,987.51	72,000.00	(13,012.49)	81.93%
Storm Admin and General	15,235.59	226,078.83	271,790.00	(45,711.17)	83.18%
TOTAL STORM EXPENSES	106,729.37	1,199,568.95	3,798,376.00	(2,598,807.05)	31.58%
STORMWATER NET REVENUES (EXPENSES)	24,948.66	299,036.49	(1,389,534.00)		

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 November is a \$68,524 unrealized loss.

Village Hall fixed assets that will be partially paid by Utilities since administration is in one local serving various funds will not occur until year-end. GIS has more labor allocated due to work on updating the system (overall DPW is at 74% of budget, Forestry had higher expenses due to vehicle repairs account for variances higher than 95% in the general fund. The Fire apparatus is still being built thus expenses lower than budget in Fire Equipment Special Revenue account. The Fire Station construction 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 and Bel Brands (November) and Oh Snap Pickling (October and November).

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

NOVEMBER/DECEMBER 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.
- Interdepartmental coordination continued to draft the Mazzanti Estates Development Agreement and review the site plans.
- Attended a WI DNR Brownfields informational session to learn about how brownfields can be opportunities for redevelopment and the available State funding programs. This learning can be applied to the former Sandies Dry Cleaners.
- Reviewed and issued a Conditional Use Permit for Revolution Auto and Cycle.
- Fielded a number of Code Compliance concerns. Staff continues to work with the FVMPD Community Services Officers to obtain compliance.
- Attended Little Chute Business Association meeting to support their formal organization into a 501c3 community business organization. They will work to promote all the great businesses located in Little Chute.

TOP PRIORITIES FOR DECEMBER 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.
- 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.
- Prioritize Municipal Code updates for 2025.
- Complete the update of the Planning Applications and post them on the website.
- Begin work on creating a TID Policy and application form.

Community Development

BUILDING PERMIT SUMMARY

Building Permits Issued in November 2024

# Residential	# Commercial	Total	Total \$ Fees	Est. Construction \$
14	0	14	\$1,445	\$165,681

Permits Issued in 2024 as of December 12, 2024

Total # of Permits	Total \$ Fees	Est. Construction \$
339	\$43,112	\$18,013,141

Number of New Home Permits Year To Date

# New Single Family	# Duplexes	Total
3	7	10

Call Type	Percentage
Alarm Response	22%
Auto Accident	17%
Miscellaneous	17%
Electric (Wire down, etc)	12%
CO Call	8%
Gas Leak	5%
Lift Assist	4%
Non-Structure Fire	6%
Mutual Aid	6%
Burning Complaint	2%
Water Rescue	0%
Structure Fire	1%

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LCFD Incident Report - November 2024**Number of Incidents:****Incidents Last Year: 9****Year-to-Date:**

Date	Time	Incident Number	Location	Description	Response	Vehicles
11/1/2024	8:40	24LC00220	903 Skyview Ave	Smoke noticed in back yard	Determine to be furnace exhaust	3621 - Engine
11/1/2024	10:53	24LC00221	208 W Main St	Smoke alarm sounding	Nothing found	3621 - Engine
11/2/2024	17:16	24LC00222	530 Cleveland	CO alarm sounding	Nothing found, alarm end of life	3621 - Engine 3641 - Aerial
11/4/2024	18:42	24LC00223	3630 Cherryvale Circle	Rotten egg smell reported	Investigate, nothing found	3621 - Engine 3641 - Aerial 3671 - Rescue
11/6/2024	16:51	24LC00224	Madison St & W Main	Two vehicle accident	Apparatus assist unnecessary	3621 - Engine
11/6/2024	20:57	24LC00225	1030 W Elm Dr	Smell of natural gas outside	Investigate, nothing found	3621 - Engine
11/8/2024	1:11	24LC00226	Freedom Rd & W Florida Ave	Vehicle hit hydrant	Clean up fluid	3621 - Engine
11/8/2024	10:23	24LC00227	908 Charles St	Line down blocking road	Cut wire, secured to pole	3621 - Engine
11/10/2024	1:44	24LC00228	1301 Rosehill Rd	Alarm accidentally set off	Silence alarm	3621 - Engine
11/11/2024	6:47	24LC00229	2121 Freedom Rd	High flames at funeral home	Extinguished with foam	3621 - Engine
11/13/2024	5:58	24LC00230	E North Ave & Lamers Dr	Vehicle accident	Accident cleanup	3621 - Engine
11/14/2024	2:16	24LC00231	1315 Vandenbroek Rd	Alarm sounding	Silence alarm, contacted property owner	3621 - Engine 3641 - Aerial
11/14/2024	18:17	24LC00232	1315 Vandenbroek Rd	Smell of smoke	Bad door jam, disconnected wiring	3621 - Engine
11/15/2024	14:47	24LC00233	1415 W Main St	Fire alarm sounding	Called off per command en route	3621 - Engine
11/15/2024	16:26	24LC00234	830 E Elm Dr	Unauthorized burn	Extinguished burn pile	3621 - Engine
11/16/2024	14:03	24LC00235	628 Grand Ave	Sewage smell in trap	Dry tap - put water in draing	3621 - Engine
19-Nov	9:53	24LC00236	201 Patriot Dr	Smoke alarm sounding	Paper plate on stove, ventilate	3621 - Engine
19-Nov	15:28	24LC00237	300 E Maes Dr	Water rescue	Cancelled - LCFD not needed	3621 - Engine
21-Nov	20:27	24LC00238	127 W Lincoln Ave	Smoke detector sounding	Searched - nothing found	3621 - Engine 3641 - Aerial
26-Nov	9:31	24LC00239	Hwy 41 NB	Car fire	Extinguished with foam, overhauled	3622 - Engine
29-Nov	17:29	24LC00240	E North Ave & Buchanan	Accident	Accident cleanup	3621 - Engine
29-Nov	14:15	24LC00241	1415 W Main St	Alarm sounding	Reset alarm, everything okay	3621 - Engine 3641 - Aerial
30-Nov	10:59	24LC00242	1801 Mountain Ash	Smell of gas	Cancelled - LCFD not needed	3621 - Engine



FOX VALLEY METRO POLICE DEPARTMENT

PERSONNEL

Probationary Patrol Officer Kathryn Ecker is about halfway through the 12-week field training process.

Officer Jamie Coonen resigned on November 20th

The Patrol Officer hiring process has resulted in five candidates being interviewed by Chief Meister. We are seeking three hires to fill the two current vacancies and to staff the new position that was authorized in the 2025 budget.

TRAINING

On December 9th Chief Meister had a department meeting at which awards were presented to Lt. Slinde, Officer Serres and Officer Seavey. Chief Meister also presented on leadership, self-discipline and accountability.

BUDGET & FINANCE

Officer Seavey applied for a grant through Unison Credit Union to obtain funds to purchase an IDent Livescan portable fingerprint scanner. We were notified that we have been awarded the \$2,500.00 to make this purchase a reality.



<https://www.idemia.com/ident-20>

PATROL & INVESTIGATIONS

Kudos to Officers Hunter Maulick and Sam Pynenberg and K-9 Rax for drug interdiction efforts on 12/02/24. Officer Maulick performed a traffic stop on a driver who has a revoked driver's license. During the stop he recognized behaviors consistent with concealment efforts such as furtive movements. Officer Maulick quickly discovered a history of drug use and open criminal cases with the driver. Officer Maulick called for Officer Pynenberg and Rax who promptly responded to the scene for a successful K-9 deployment. The vehicle was searched, illegal drugs were found, and the driver was arrested.

This stop and subsequent K-9 deployment resulted in the seizure of over 16 grams of methamphetamine which was individually packaged for distribution and sale. These particular dangerous drugs are now out of our community. The driver was arrested for Felony Possession of a Controlled Substance with Intent to Distribute Methamphetamine, Possession of Drug Paraphernalia, and Felony Bail Jumping for their open / pending criminal case.

These officers showed awesome teamwork in investigating the stop, the arrest, and the testing/packaging of the seized evidence.

SPECIAL EVENTS

The Police Lights of Christmas hand off event was on December 3rd in Green Bay. Through this program, our department has been given over 20 care bags and \$3,500.00 worth of gift cards for various businesses to help people in need that we encounter.



Chief Meister and Police Clerk Armbruster with Santa at the handoff event



<https://lightsofchristmas.us/>

The Lights of Christmas Program also supports our officers during tough times. Through their Officer In Need of Kindness program (OINK) they have funds available to support officers and their families who may be experiencing a personal difficulty. Scheels recently donated \$10,000.00 to this program. Chief Meister was fortunate to be able to attend the donation presentation with Katie Connell and officers from other departments.





Metro Officers assisted with the Little Chute Kiwanis Christmas parade. In addition to traffic control and escort, our Honor Guard unit marched in the parade.

Monthly Activity

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





FOX VALLEY METRO POLICE DEPARTMENT

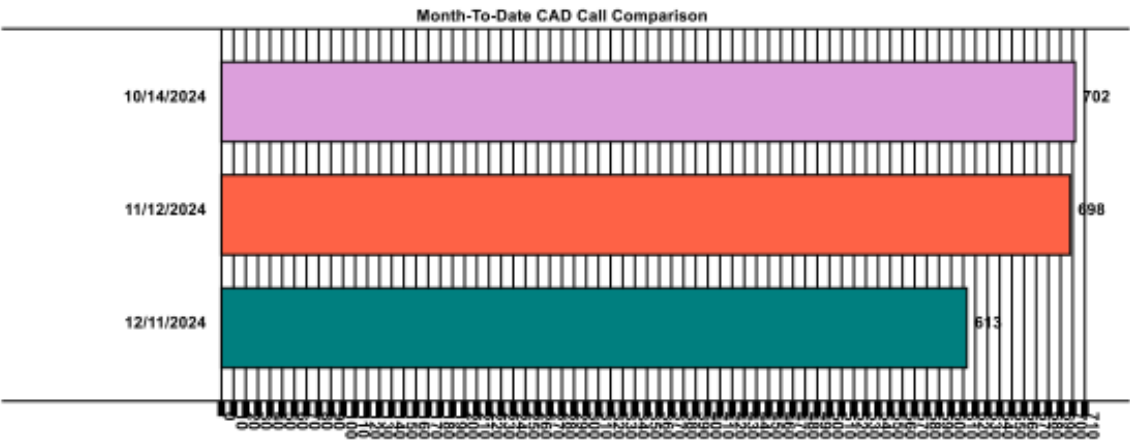
Month-to-Date CAD Call Detail

Month-To-Date CAD Received Calls

Call Nature	11/13/2024	10/15/2024	1 mo %	09/16/2024	2 mo %
	to 12/11/2024:	to 11/12/2024:	change:	to 10/14/2024:	change:
911 Misdialed	32	30	6.7%	30	6.7%
Abandoned Vehicle	2	0	N/A	3	-33.3%
Accident in a Parking Lot	5	6	-16.7%	4	25.0%
Accident with Extrication	0	0	N/A	2	-100.0%
Accident with Injury	0	2	-100.0%	3	-100.0%
Accident with Scene Safety	0	1	-100.0%	2	-100.0%
Accident with Spill Cleanup	1	1	0.0%	0	N/A
Allergies A-Adam Response	1	0	N/A	0	N/A
Animal Bite	1	4	-75.0%	2	-50.0%
Animal Call	9	14	-35.7%	22	-59.1%
Assist Citizen or Agency	52	51	2.0%	53	-1.9%
Back Problem A-Adam Response	1	0	N/A	2	-50.0%
Battery	1	0	N/A	0	N/A
Bicycle Stop	2	1	100.0%	1	100.0%
Bleeding B-Boy Response	0	1	-100.0%	2	-100.0%
Bleeding C-Charles Response	0	0	N/A	1	-100.0%
Bleeding D-David Response	0	0	N/A	1	-100.0%
Breathing Problem D-David	5	1	400.0%	3	66.7%
Business Check	1	5	-80.0%	5	-80.0%
Carbon Monoxide Alarm	1	2	-50.0%	2	-50.0%
Chest Complaint C-Charles	1	1	0.0%	0	N/A
Chest Complaint D-David	5	2	150.0%	2	150.0%
Choking D-David Response	0	0	N/A	1	-100.0%
Civil Matter Assist	0	0	N/A	2	-100.0%
Civil Process	4	16	-75.0%	11	-63.6%
Crime Prevention	24	23	4.3%	32	-25.0%
Damage to Property	3	6	-50.0%	3	0.0%
Diabetic Issue A-Adam	0	1	-100.0%	0	N/A
Diabetic Issue C-Charles	2	1	100.0%	0	N/A
Diabetic Issue D-David	2	1	100.0%	2	0.0%
Disorderly Conduct	0	1	-100.0%	0	N/A

Disturbance	16	11	45.5%	16	0.0%
Domestic Disturbance	0	2	-100.0%	1	-100.0%
Drug Complaint	4	2	100.0%	3	33.3%
Dumpster Fire	0	1	-100.0%	0	N/A
Escort Funeral - Citizen	1	0	N/A	0	N/A
Fainting A-Adam	2	0	N/A	0	N/A
Fainting C-Charles	2	2	0.0%	0	N/A
Falls A-Adam Response	4	3	33.3%	2	100.0%
Falls B-Boy Response	4	6	-33.3%	2	100.0%
Falls D-David Response	2	0	N/A	1	100.0%
Fire Alarm Commercial	7	4	75.0%	8	-12.5%
Fire Alarm Residential	2	0	N/A	1	100.0%
Fire Dept Public Relations	0	1	-100.0%	0	N/A
Fire Stuck Elevator Rescue	0	0	N/A	2	-100.0%
Fire Unauthorized Burning	1	0	N/A	1	0.0%
Fire Vehicle Small	2	0	N/A	0	N/A
Follow Up	23	22	4.5%	25	-8.0%
Fraud Complaint	6	9	-33.3%	1	500.0%
Graffiti Complaint	0	1	-100.0%	0	N/A
Harassment	7	7	0.0%	5	40.0%
Hazard in Roadway	8	16	-50.0%	11	-27.3%
Heart Problem C-Charles	0	1	-100.0%	0	N/A
Heart Problem D-David	1	2	-50.0%	3	-66.7%
Jail GPS Checks	32	30	6.7%	14	128.6%
Juvenile Complaint	2	6	-66.7%	13	-84.6%
Law Alarms - Burglary Panic	7	7	0.0%	11	-36.4%
Law Enforcement Medical	0	0	N/A	1	-100.0%
Lost or Found Valuables	4	15	-73.3%	7	-42.9%
Medical Assistance No Injury	6	3	100.0%	1	500.0%
Medical Pre-Alert	1	6	-83.3%	3	-66.7%
Missing Person	0	0	N/A	1	-100.0%
Motorist Assist	17	26	-34.6%	21	-19.0%
Natural Gas or Propane Leak	1	3	-66.7%	0	N/A
Noise Complaint	7	1	600.0%	2	250.0%
Ordinance Violation	10	9	11.1%	15	-33.3%
Overdose C-Charles	0	0	N/A	1	-100.0%
PNB B-Boy Response	1	0	N/A	0	N/A
PNB E-Edward Response	1	0	N/A	0	N/A
Parking Enforcement	3	7	-57.1%	17	-82.4%
Parking Request	2	0	N/A	0	N/A
Reckless Driving Complaint	23	17	35.3%	24	-4.2%

Restraining Order Tracking	0	0	N/A	1	-100.0%
Retail Theft	4	0	N/A	3	33.3%
Runaway Juvenile	4	6	-33.3%	1	300.0%
Scam	3	0	N/A	1	200.0%
School Safety	17	19	-10.5%	22	-22.7%
Seizure A-Adam Response	0	0	N/A	1	-100.0%
Seizure C-Charles Response	0	1	-100.0%	1	-100.0%
Seizure D-David Response	0	1	-100.0%	0	N/A
Sex Offense	0	3	-100.0%	1	-100.0%
Sick A-Adam	2	2	0.0%	2	0.0%
Sick C-Charles	3	2	50.0%	2	50.0%
Sick D-David	1	0	N/A	1	0.0%
Stroke C-Charles	3	2	50.0%	3	0.0%
Structure Fire Smoke or Flame	1	1	0.0%	1	0.0%
Suicide A-Adam	1	0	N/A	0	N/A
Suspicious Incident	5	9	-44.4%	10	-50.0%
Suspicious Person	3	5	-40.0%	5	-40.0%
Suspicious Vehicle	4	6	-33.3%	6	-33.3%
Testing Only	3	0	N/A	0	N/A
Theft Complaint	9	7	28.6%	3	200.0%
Theft of Automobile Complaint	0	2	-100.0%	0	N/A
Traffic Enforcement	11	28	-60.7%	31	-64.5%
Traffic Stop	100	129	-22.5%	125	-20.0%
Transport	0	0	N/A	1	-100.0%
Transport Accident A-Adam	0	1	-100.0%	0	N/A
Traumatic Injuries A-Adam	1	1	0.0%	0	N/A
Traumatic Injuries B-Boy	0	1	-100.0%	2	-100.0%
Trespassing	4	6	-33.3%	2	100.0%
Unconscious D-David	3	4	-25.0%	3	0.0%
Unknown Odor Outdoors	1	0	N/A	0	N/A
Unknown Problem D-David	0	1	-100.0%	0	N/A
Unlocked or Standing Open Door	1	9	-88.9%	5	-80.0%
Vehicle Accident	26	17	52.9%	18	44.4%
Vehicle Lockout	3	3	0.0%	7	-57.1%
Violation of Court Order	0	1	-100.0%	3	-100.0%
Wanted Person or Apprehension	4	1	300.0%	3	33.3%
Weapon Violation	0	1	-100.0%	1	-100.0%
Welfare Check	32	35	-8.6%	33	-3.0%
Wire Down	0	3	-100.0%	0	N/A





**Little Chute
Public Library**

Gerard H. Van Hoof Memorial



November Library Report

HIGHLIGHTS

- Completed performance reviews with all staff.
- Approved a Photography & Video policy.
- Library staff participated in the All Hands Village Training.
- Public computer use was up 22% in November 2024 compared to November 2023.
- Programming Statistics:
 - We offered 25 programs in November; total program participation was 339 people.
 - We have offered 288 programs through the month of November with an attendance of 6,421.
- Taylor continues to participate in the ConnectED Community meeting.
- Megan and Taylor attended the Wisconsin Library Association's annual conference in Green Bay.
- Megan is now serving as the OWLS representative for the WPLC (Wisconsin Public Library Consortium) Steering Committee. This committee makes budget and policy recommendations related to Wisconsin's Digital Library to the WPLC Board for formal approval as well makes decisions relating to the day-to-day operations of the Digital Library.
- Megan attended the Administrative Advisory Committee meeting for OWLSnet.
- The Appleton Public Library closed and will not reopen until early 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.
- Hire Library Assistant to start in January 2025.

Park, Rec & Forestry / Facilities

NOVEMBER HIGHLIGHTS

- All Park bathrooms were closed on Nov 1st and winterizing completed.
- Completed Doyle Pool winterization process.
- Irrigation systems were winterized.
- Final mowing and bagging of leaves will continue into December if weather permits.
- Chipper was sent out weekly.
- Hosted elections November 5 at Village Hall.
- Completed planting of park trees in Heesakker Park.
- Continued design and development of Ebben Trail Phase 4: Holland to Cherryvale.
- Completed installation of updated security system in Village Hall.
- Updated Tree inventory in all zones for all tree species.
- Continued to create RFQ for Heesakker Pavillion project.
- Worked with Heart of Valley Sewer District to ensure successful start of their lining project.
- Completed work at PD for Drone storage & worked to update lights that need replacing.
- Chute-ing Stars Dance Team (5th thru 8th graders) competed at their first competition of the season on 11/9 at the Sheboygan Invitational. Team took 1st in Kick and 1st in Pom for the Middle School Level, best costume for Kick, and highest score side A for their Pom routine.
- Nov/Dec sessions of Adult Yoga (Mon PM) and Senior Yoga (Tues AM) classes started.

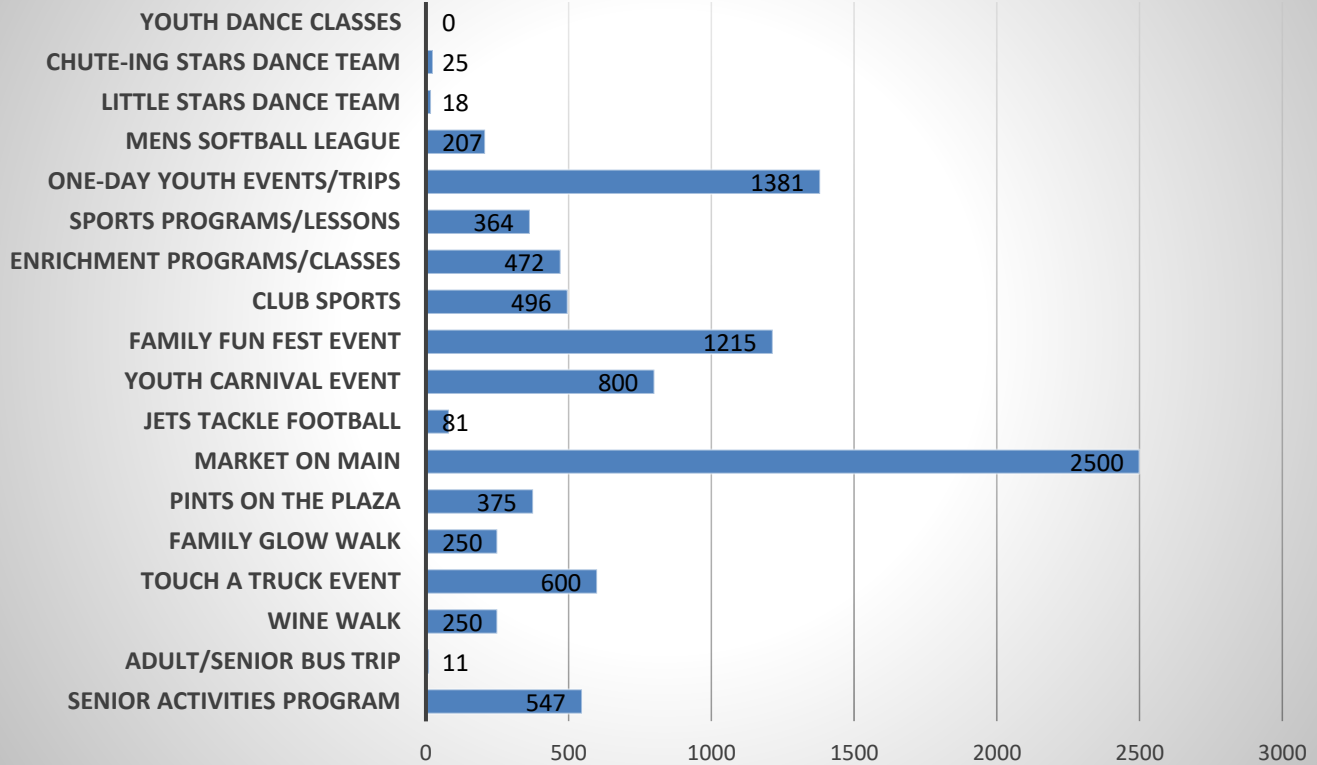


TOP PRIORITIES FOR DECEMBER

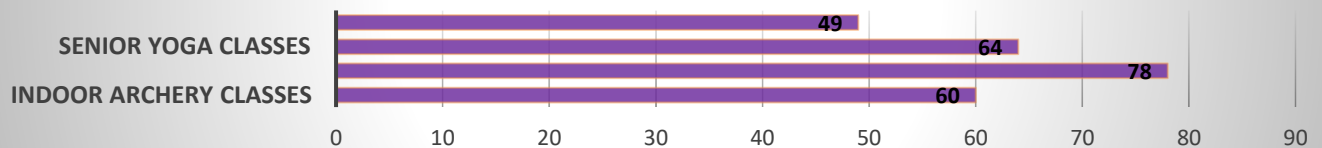
- Continue to maintain park system pedestrian/bike lanes for visibility and safe travel.
- Prepare summary & cost details about indoor holiday rentals to Park Planning Committee.
- Prep trails for winter season.
- Prepare Legion and Heesakker Ice Rinks when there is consistent cold weather.
- Continued PD and Library FFE updates.
- Prepare for Cty. N Crossing project.
- Continue updating GIS Tree Inventory.
- Work to publish RFQ for Heesakker Pavillion.
- Prepare for Ash Tree Removal throughout Zone B and C.
- Chute-ing Stars Dance Team (5th thru 8th graders) to compete in dance invite 12/8 and 12/14.
- Little Stars Dance Team (3rd thru 5th graders) to compete in dance invite 12/14.
- Final prep for Senior Activities Program Holiday Party 12/11.
- Tree City USA Application to be submitted electronically with all required 2024 documents attached.
- Revise summer part-time application form, put on website, copies for lobby (available 1/2/25).
- Prep work for start of facility rental bookings on first business day of new year.
- Final prep for Home Alone Sitter Class on 12/30.
- Post signage at Heesakker Park that sledding hill closed due to HOV Interceptor Project.



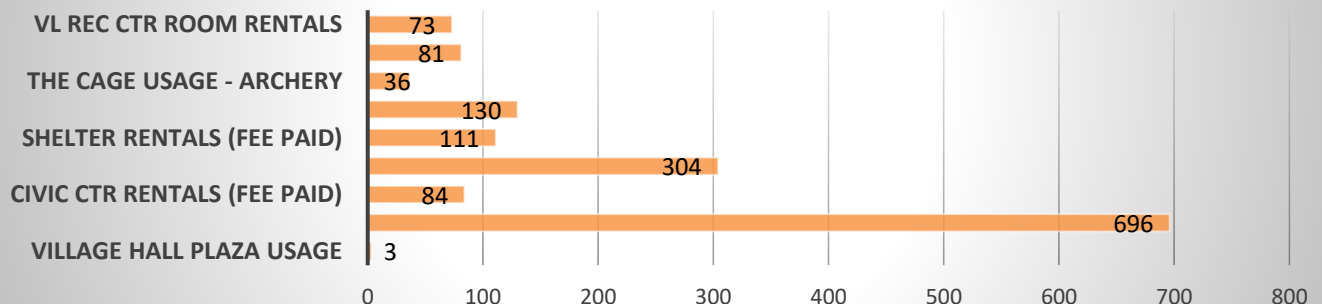
2024 Y-T-D PROGRAM PARTICIPATION



2024 Y-T-D VAN LIESHOUT REC CTR PROGRAMS

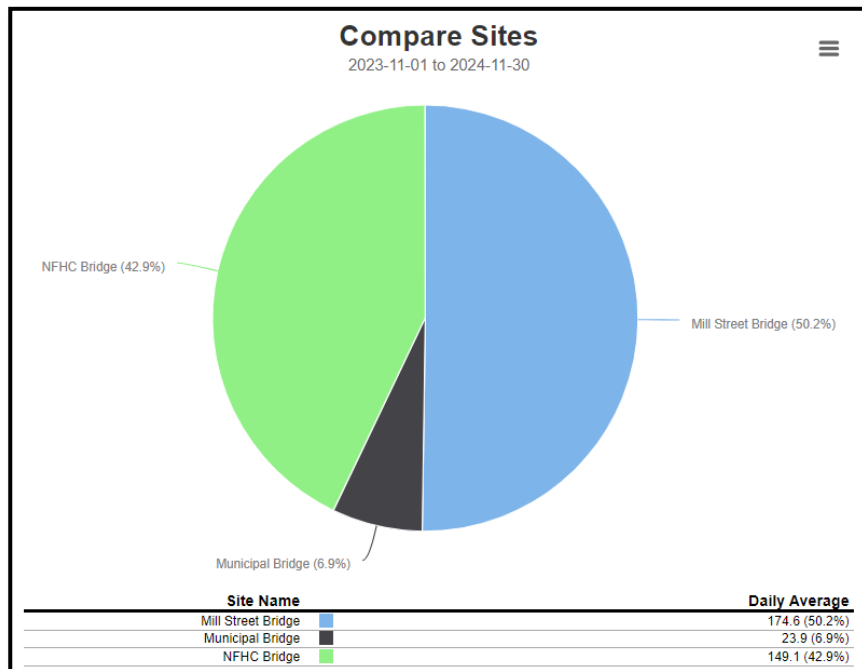
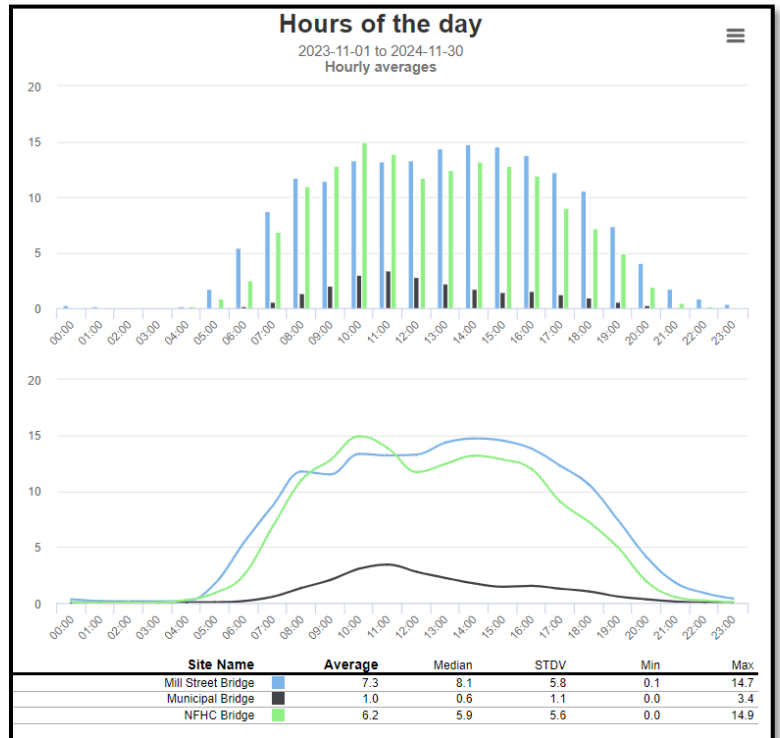


2024 Y-T-D SHELTER/FACILITY/FIELD USAGE



Trail Counter Data

Day	Mill Street Bridge	Municipal Bridge	NFHC Bridge
2024-11-01	179	51	149
2024-11-02	205	58	190
2024-11-03	34	6	39
2024-11-04	144	8	87
2024-11-05	70	1	32
2024-11-06	102	26	108
2024-11-07	144	35	135
2024-11-08	177	41	128
2024-11-09	224	53	195
2024-11-10	93	11	97
2024-11-11	62	4	55
2024-11-12	173	40	134
2024-11-13	103	36	97
2024-11-14	78	4	59
2024-11-15	156	38	111
2024-11-16	151	30	132
2024-11-17	141	35	184
2024-11-18	155	26	112
2024-11-19	29	6	67
2024-11-20	102	38	134
2024-11-21	44	7	31
2024-11-22	80	22	75
2024-11-23	153	33	110
2024-11-24	110	26	118
2024-11-25	35	9	40
2024-11-26	74	17	68
2024-11-27	83	27	68
2024-11-28	85	57	116
2024-11-29	36	13	34
2024-11-30	69	21	41
	3291	779	2946



GRAND TOTAL		
Mill Street Bridge	Municipal Bridge	NFHC Bridge
217,215	200,985	184,922

Department of Public Works

Monthly Report – November

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 pulled small pump out of the French Pond.
- Leaf vacuums were sent out daily.
- Finished setting up patrol trucks for winter operations.
- Filled potholes with cold mix.
- Placed salt barrels out to be used for residents for traction purposes only.
- Installed holiday banners and new lighting.
- Marked plow routes.
- Salted the roads one time on 11/21.
- Two road patches completed for water main breaks at Miller Lane and Meadow / Miller.

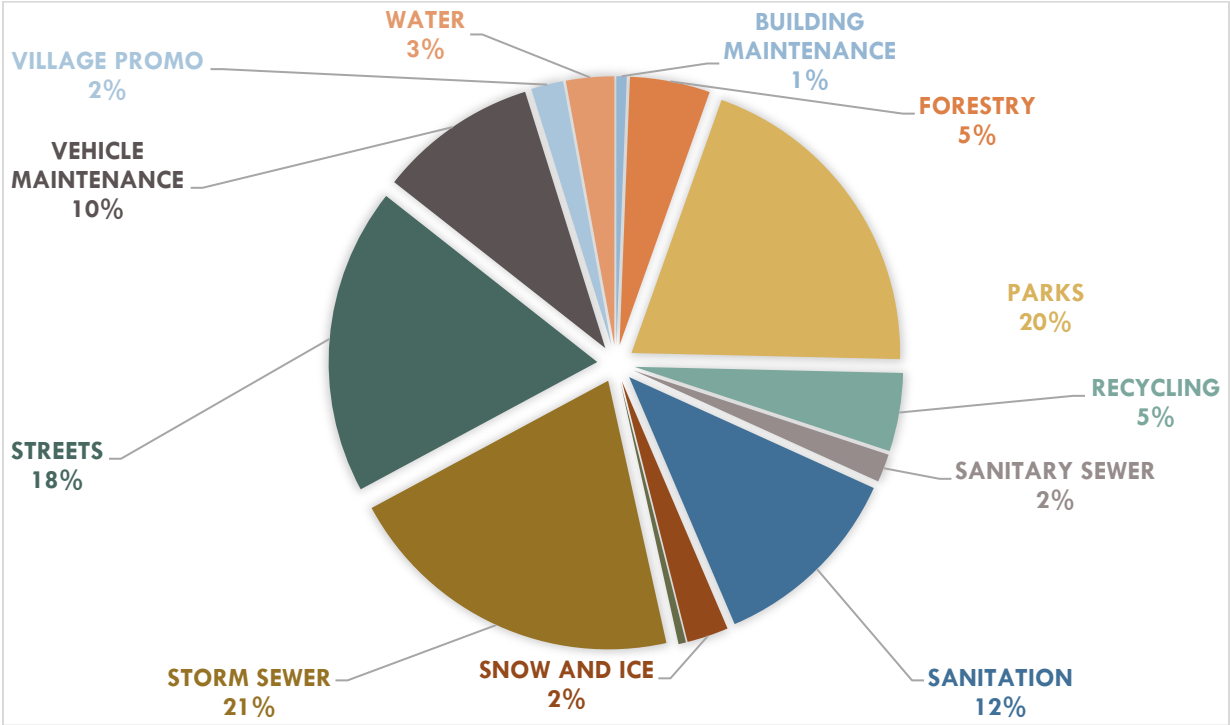
Top Priorities for December

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

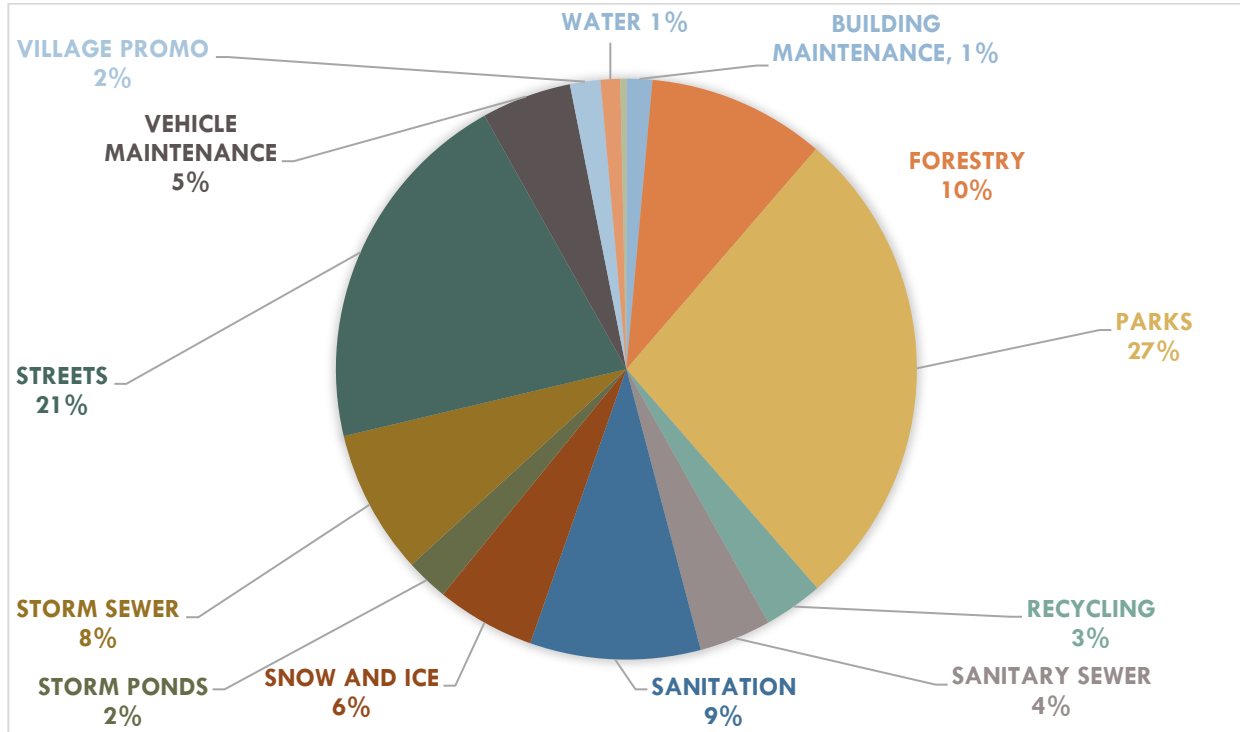


The Village of Little Chute Public Works Department partnered with the Little Chute Public Library for “Meet a Snowplow Storytime” on December 11th. Pictured to the left are some of the participants seeing a snowplow up close and personal.

November 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 NOTES: 2024 Utility Projects – November

Holland Road - Storm Sewer Utility Project

Feaker & Sons Co Inc (Feaker) has been awarded the utility contract for the Holland Road Storm Sewer project. As required, a pre-construction meeting was held on Wednesday November 20th, Feaker is tentatively scheduled to begin construction on Monday, December 16th, weather permitting.

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, punch-list items have been completed and the contractor has reached final completion.

Founders Estates Subdivision

Village crews completed installation of the parking and traffic signage for the subdivision. Village staff have created a project punch-list and continue working with the Developer to have these items completed prior to final acceptance of the subdivision's assets.

Top Priorities for December 2024

Holland Road - Storm Sewer Utility Project

Feaker & Sons is tentatively scheduled to begin construction on Monday, December 16th, weather permitting. Staff are working with the Contractor and the Village Attorney to execute the contract documents and to review submittals for construction materials. Village Staff will be on-site inspecting utility installation and will manage and administer the construction contract for the remainder of the project until completed.

West Evergreen Drive – Utilities & Paving Project

The project has reached final completion. Work continues to finalize project quantities, process pay applications, and 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 which are now completed. The Village will take over responsibilities for maintenance including snow plowing and are working on an agreement for the final acceptance of subdivision's assets.

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 completed, Staff continue working with regulating authorities and are working on the Notice of Establishment which is the final submittal prior to implementation of the Village Quiet Zone.

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.

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.

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 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 - December 18, 2024

Payroll & Payroll Liabilities - December 5, 2024	\$223,741.88
Prepaid Invoices - November 27, 2024	\$33,524.30
Prepaid Invoices - December 6, 2024	\$9,461.47
Library Board - Decemeber 17, 2024	\$9,058.52
Utility Commission - Decemeber 17, 2024	\$108,417.99

CURRENT ITEMS

Bills List - Decemeber 18, 2024	\$345,775.62
Total Payroll, Prepaid & Invoices	\$729,979.78

The above payments are recommended for approval:

Rejected: _____

Approved: Decemeber 18, 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				
286893	ELECTRICAL TAPE	4.59	11/24	101-53330-218
286998	STAPLES	14.99	12/24	101-53300-218
287007	CAR FRESHNER & WHEEL CLEANER	18.98	11/24	101-52200-218
287036	CARB CLEANER	17.99	12/24	101-55200-218
287047	HITCH BALL 1-7/8"	13.99	12/24	101-52200-218
287096	FLOOR CLEANER -	8.59	12/24	208-52900-222
287107	CARWASH	15.18	12/24	101-52200-218
Total ACE HARDWARE LITTLE CHUTE:		94.31		
AIRGAS USA LLC				
5512259987	CYLINDER RENTALS	38.36	12/24	101-53330-225
9155762138	OXYGEN	127.96	12/24	207-52120-213
Total AIRGAS USA LLC:		166.32		
ALBRECHT, KELSEY				
54638	REFUND SECURITY DEPOSIT	300.00	12/24	206-21235
54638	FORFEIT - STAFF CALLED IN FOR LOCK OUT	200.00-	12/24	206-38211
Total ALBRECHT, KELSEY:		100.00		
AMERICAN FIDELITY ASSURANCE (T00890)AWD				
2463553A	FLEX	2,082.33	12/24	101-21368
Total AMERICAN FIDELITY ASSURANCE (T00890)AWD:		2,082.33		
AMPLITEL TECHNOLOGIES				
24611	MANAGED SERVICES PACKAGE - DECEMBER	4,725.00	12/24	207-52120-204
24649	MANAGED SERVICES PACKAGE - DECEMBER	5,950.00	12/24	404-57190-204
24671	AXON SSL CERT RENEWAL	142.99	12/24	207-52120-204
Total AMPLITEL TECHNOLOGIES:		10,817.99		
APPLETON AWNING SHOP INC.				
82997	FLAG REPAIR	119.25	12/24	202-51960-221
Total APPLETON AWNING SHOP INC.:		119.25		
APPLETON TROPHY & ENGRAVING				
49663	CRYSTAL RECTANGLE AWARD	161.01	12/24	101-51960-211
49822	ENGRAVING SUBLIMATE	21.10	12/24	101-52200-219
Total APPLETON TROPHY & ENGRAVING:		182.11		
ARROW AUDIO INC				
25077	BOARDROOM PROJECTOR & MONITOR REPLACE	5,360.00	11/24	101-51650-306
Total ARROW AUDIO INC:		5,360.00		
ASCENSION MEDICAL GROUP-FOX VALLEY WI				
421171	EAP STANDARD SERVICE - GENERAL	392.00	11/24	101-51780-204
421171	EAP STANDARD SERVICE - FVMPD	256.00	11/24	207-52120-204

Invoice	Description	Total Cost	Period	GL Account
421307	PRE-EMPLOYMENT PHYSICAL & DRUG SCREEN	158.00	11/24	101-51420-204
421486	PRE-EMPLOYMENT PHYSICAL & DRUG SCREEN,	177.00	12/24	101-52350-204
Total ASCENSION MEDICAL GROUP-FOX VALLEY WI:		983.00		
ASSOCIATED APPRAISAL CONSULTANTS				
177618	ONLINE PARCEL POSTING	93.59	12/24	101-51530-208
177618	PROFESSIONAL SERVICES	2,041.67	12/24	101-51530-204
Total ASSOCIATED APPRAISAL CONSULTANTS:		2,135.26		
ASTRO HYDRAULICS INC				
80148	#41 CYLINDER REPAIR	898.85	12/24	101-53330-204
Total ASTRO HYDRAULICS INC:		898.85		
AT&T LONG DISTANCE				
8456268571124	NOV/DEC CHARGES	2.20	12/24	101-51650-203
8456268571124	NOV/DEC CHARGES	.89	12/24	206-55110-203
8456268571124	NOV/DEC CHARGES	3.96	12/24	620-53924-203
Total AT&T LONG DISTANCE:		7.05		
AUTOMOTIVE SUPPLY CO				
242239	#41 BATTERY CORE RETURN	54.00	12/24	101-53330-225
61005747	SALT SPREADER	27.32	11/24	101-53330-218
61006121	#31 DOOR HANDLE	118.59	12/24	101-53330-225
61006232	#41 STARTING BATTERIES	306.60	12/24	101-53330-225
61006411	STOCK SEALS & LUBE	113.73	12/24	101-53330-218
61006629	#6 REAR WARNING LIGHTS	136.22	12/24	101-53330-225
Total AUTOMOTIVE SUPPLY CO:		648.46		
BADGER LABORATORIES INC				
24018524	OUTFALL TESTING	600.00	12/24	630-53444-204
Total BADGER LABORATORIES INC:		600.00		
BAYCOM INC				
EQUIPINV_052430	MISC PARTS & MATERIAL	26.00	12/24	101-52200-205
Total BAYCOM INC:		26.00		
BLOSSER, MARISSA				
54754	REFUND SECURITY DEPOSIT	300.00	12/24	206-21235
Total BLOSSER, MARISSA:		300.00		
BONS, SCOTT				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	259.00	12/24	101-52200-111
Total BONS, SCOTT:		259.00		
BORK, BRIAN				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	159.00	12/24	101-52200-111

Invoice	Description	Total Cost	Period	GL Account
Total BORK, BRIAN:		159.00		
BROCKMAN, LUKE				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	151.00	12/24	101-52200-111
Total BROCKMAN, LUKE:		151.00		
BROCKMAN, MATT				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	135.00	12/24	101-52200-111
Total BROCKMAN, MATT:		135.00		
CAROW LAND SURVEYING CO INC				
15390	MISC STAKING	69.10	12/24	101-51415-218
Total CAROW LAND SURVEYING CO INC:		69.10		
CARR, JIM				
121024	ANNUAL CHRISTMAS CONCERT - SANTA CLAUS	60.00	12/24	101-55480-218
Total CARR, JIM:		60.00		
CHARTER COMMUNICATIONS				
152871801120124	DEC/JAN SERVICE	264.88	12/24	101-51650-203
Total CHARTER COMMUNICATIONS:		264.88		
CINTAS				
4213087238	UNIFORM PREP	12.66	11/24	101-53330-213
4213087238	MATS & TOWELS	33.03	11/24	101-53330-218
4213843741	UNIFORM PREP	12.63	12/24	101-53330-213
4213843741	MATS & TOWELS	33.03	12/24	101-53330-218
Total CINTAS:		91.35		
CITY OF APPLETON				
15926	WEIGHTS & MEASURES - DECEMBER	650.75	12/24	101-52050-204
15956	TRANSIT/LINK SERVICE - DECEMBER	9,004.00	12/24	101-51780-233
Total CITY OF APPLETON:		9,654.75		
COLE, EVAN				
260263700	2024 TAX REFUND - COLE	144.09	12/24	803-21215
Total COLE, EVAN:		144.09		
COUMBE, BRANDON				
54750	REFUND SECURITY DEPOSIT	300.00	11/24	208-21235
Total COUMBE, BRANDON:		300.00		
CRESCENT ELECTRIC SUPPLY CO				
S512896475.001	LAMPS, CIRCUIT BREAKER, IMPACT SOCKET	184.50	12/24	207-52120-242
S512896475.001	LAMPS, CIRCUIT BREAKER, IMPACT SOCKET	184.50	12/24	101-51650-242

Invoice	Description	Total Cost	Period	GL Account
Total CRESCENT ELECTRIC SUPPLY CO:		369.00		
DEAN ENTERPRISES LLC				
D165918	PORTABLE TOILET - ISLAND TRAIL	426.30	12/24	101-55200-204
D165919	PORTABLE TOILET - HEESAKKER	213.15	12/24	101-55200-204
Total DEAN ENTERPRISES LLC:		639.45		
DEBOTH, DENNIS				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	157.00	12/24	101-52200-111
Total DEBOTH, DENNIS:		157.00		
DEBRUIN, BEAU				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	139.00	12/24	101-52200-111
Total DEBRUIN, BEAU:		139.00		
DEBRUIN, BEN				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	185.00	12/24	101-52200-111
Total DEBRUIN, BEN:		185.00		
DOLLEVOET, CONNIE				
53417	REFUND SECURITY DEPOSIT	300.00	12/24	208-21235
Total DOLLEVOET, CONNIE:		300.00		
EAGLE GRAPHICS LLC				
311181	FVMPD RECEIPT BOOK	369.30	12/24	207-52120-207
314470	EVENT CLOTHING	213.90	12/24	101-55300-225
314470	STAFF CLOTHING	87.92	12/24	101-51650-244
Total EAGLE GRAPHICS LLC:		671.12		
EITING, ROBERT E				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	365.00	12/24	101-52200-111
Total EITING, ROBERT E:		365.00		
EITING, TIM				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	153.00	12/24	101-52200-111
Total EITING, TIM:		153.00		
ELECTION SYSTEMS & SOFTWARE				
CD2111379	ELECTION EQUIPMENT-ONGOING MAINTENANCE	1,668.17	12/24	101-51440-204
Total ELECTION SYSTEMS & SOFTWARE:		1,668.17		
ESKILDSEN, KEN				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	141.00	12/24	101-52200-111
Total ESKILDSEN, KEN:		141.00		

Invoice	Description	Total Cost	Period	GL Account
FARRELL EQUIPMENT & SUPPLY CO INC				
192286	LEGION ICE RINK POLY	259.99	12/24	101-55200-242
192946	LEGION ICE RINK POLY	259.99	12/24	101-55200-242
Total FARRELL EQUIPMENT & SUPPLY CO INC:		.00		
FINGER PUBLISHING INC				
BE253220	SPRING ELECTION	36.19	12/24	101-51440-207
BE254149	PH 2025 BUCHANAN	46.02	12/24	101-51650-207
Total FINGER PUBLISHING INC:		82.21		
FP FINANCE PROGRAM				
38083094	AGREEMENT 016-1584121 POSTBASE VISION-PO	140.00	12/24	101-51650-226
Total FP FINANCE PROGRAM:		140.00		
G&S CLEANING SERVICES LLC				
120924	CLEAN & SANITIZE	210.00	12/24	206-55110-243
120924	CLEAN & SANITIZE	210.00	12/24	208-52900-204
Total G&S CLEANING SERVICES LLC:		420.00		
GARROW OIL				
426622	DIESEL FUEL	179.02	12/24	630-53442-247
426622	DIESEL FUEL	319.05	12/24	101-55200-247
426622	DIESEL FUEL	4.47	12/24	101-55440-247
426622	DIESEL FUEL	1.12	12/24	610-53612-247
426622	DIESEL FUEL	.56	12/24	620-53644-247
426622	DIESEL FUEL	21.84	12/24	101-53460-247
426622	DIESEL FUEL	100.67	12/24	101-53330-217
Total GARROW OIL:		626.73		
GREEN BOYZ INC				
157571	FERTILIZER AND CRABGRASS PREVENTER/V.LIE	810.00	11/24	101-55200-204
157578	FERTILIZER AND CRABGRASS PREVENTER/LEGI	270.00	11/24	101-55200-204
172847	FERTILIZER AND CRABGRASS PREVENTER/LEGI	270.00	11/24	101-55200-204
172848	FERTILIZER AND CRABGRASS PREVENTER/V.LIE	810.00	11/24	101-55200-204
Total GREEN BOYZ INC:		2,160.00		
HAENCO LLC				
13658	BATH TISSUE	66.90	12/24	101-55200-222
Total HAENCO LLC:		66.90		
HEART OF THE VALLEY				
113024MP	HOV METER PAYABLE	1,515.00	11/24	610-21110
120424	WASTEWATER	171,981.79	11/24	610-53611-225
120424	FOG CONTROL	108.00	11/24	610-53611-204
Total HEART OF THE VALLEY:		173,604.79		
HEARTLAND BUSINESS SYSTEMS				
750203H	UTILITY POSTCARDS - OCT QTY 3449	120.72	11/24	201-53620-206
750203H	UTILITY POSTCARDS - OCT QTY 3449	120.71	11/24	610-53614-206

Invoice	Description	Total Cost	Period	GL Account
750203H	UTILITY POSTCARDS - OCT QTY 3449	120.72	11/24	620-53904-206
750203H	UTILITY POSTCARDS - OCT QTY 3449	120.71	11/24	630-53443-206
750214H	UTILITY POSTCARDS - NOV QTY 3441	119.39	11/24	201-53620-206
750214H	UTILITY POSTCARDS - NOV QTY 3441	119.38	11/24	610-53614-206
750214H	UTILITY POSTCARDS - NOV QTY 3441	119.39	11/24	620-53904-206
750214H	UTILITY POSTCARDS - NOV QTY 3441	119.38	11/24	630-53443-206
Total HEARTLAND BUSINESS SYSTEMS:		960.40		
HEID MUSIC				
3766994	BAND MUSIC	191.25	11/24	101-55480-218
Total HEID MUSIC:		191.25		
HEMPE, CRAIG				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	221.00	12/24	101-52200-111
Total HEMPE, CRAIG:		221.00		
HENDZEL, SANDRA				
54749	REFUND SECURITY DEPOSIT	300.00	12/24	206-21235
Total HENDZEL, SANDRA:		300.00		
HERMUS, NICK				
1-281946-03	OVRPYMT - 2209 RIVERSIDE DR	32.21	12/24	001-15000
Total HERMUS, NICK:		32.21		
HIETPAS, ADAM				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	269.00	12/24	101-52200-111
Total HIETPAS, ADAM:		269.00		
HIETPAS, PETE				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	351.00	12/24	101-52200-111
Total HIETPAS, PETE:		351.00		
HOEFLER, MIKE				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	161.00	12/24	101-52200-111
Total HOEFLER, MIKE:		161.00		
HOELZEL, ZACHARY				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	123.00	12/24	101-52200-111
Total HOELZEL, ZACHARY:		123.00		
HOLLANDERS BAR & GRILL LLC				
1044	FIRE DEPT CHRISTMAS PARY	5,032.82	12/24	101-52200-211
Total HOLLANDERS BAR & GRILL LLC:		5,032.82		
HUPF, CORY L				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	161.00	12/24	101-52200-111

Invoice	Description	Total Cost	Period	GL Account
Total HUPF, CORY L:		161.00		
JANSEN, DAN				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	173.00	12/24	101-52200-111
Total JANSEN, DAN:		173.00		
JANSEN, MIKE				
3-709907-02	OVRPYMT - 3112 APOSTOLIC RD	28.78	12/24	001-15000
Total JANSEN, MIKE:		28.78		
JANSSEN, BEN				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	235.00	12/24	101-52200-111
Total JANSSEN, BEN:		235.00		
JFTCO INC				
SIGP0016626	PERFORM PM2 MAINTENANCE	1,000.00	12/24	207-52120-243
SIGP0016626	PERFORM PM2 MAINTENANCE	742.47	12/24	101-52250-243
Total JFTCO INC:		1,742.47		
KAPPELL, JASON				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	175.00	12/24	101-52200-111
Total KAPPELL, JASON:		175.00		
KERRY'S VROOM SERVICE INC				
10445	OIL CHANGE #111	435.73	12/24	207-52120-247
10446	OIL CHANGE #141	55.93	12/24	207-52120-247
10447	OIL CHANGE 2020 PORSCHE CAMAN	511.24	12/24	207-52120-247
10448	OIL CHANGE #113	64.58	12/24	207-52120-247
10450	REPAIRS #112	735.01	12/24	207-52120-247
Total KERRY'S VROOM SERVICE INC:		1,802.49		
KLINK HYDRAULICS LLC				
42020	#11 MISC PARTS	184.80	11/24	101-53330-225
42027	#41 MISC PARTS	241.20	11/24	101-53330-225
42144	#41 MISC PARTS	76.00	12/24	101-53330-225
42181	#15 COUPLER BRINE SALT	13.02	12/24	101-53330-225
Total KLINK HYDRAULICS LLC:		515.02		
KRATZ, SUZANNE				
54043	REFUND SECURITY DEPOSIT	300.00	11/24	208-21235
Total KRATZ, SUZANNE:		300.00		
KRAUSE, MEGHAN				
EXPRPT111624	PUBLIC LAW TRAINING	38.00	12/24	207-52120-201
Total KRAUSE, MEGHAN:		38.00		

Invoice	Description	Total Cost	Period	GL Account
KUHN, MATTHEW				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	159.00	12/24	101-52200-111
Total KUHN, MATTHEW:		159.00		
KUSTOM SIGNALS INC				
614175	FHR STAND	1,483.50	12/24	207-52120-248
Total KUSTOM SIGNALS INC:		1,483.50		
LAFORCE LLC				
1265278	SPLASH PAD SECURITY CAMERA SYSTEM	2,866.00	11/24	420-57620-274
Total LAFORCE LLC:		2,866.00		
LAMERS, BRYAN				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	199.00	12/24	101-52200-111
Total LAMERS, BRYAN:		199.00		
LAUE, GRANT				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	135.00	12/24	101-52200-111
Total LAUE, GRANT:		135.00		
LAZER UTILITY LOCATING LLC				
1905	ELECTRIC LOCATES	22.00	11/24	101-53300-209
1905	SANITARY LOCATES	176.00	11/24	610-53612-209
1905	STORM LOCATES	440.00	11/24	630-53442-209
1905	WATER LOCATES	913.00	11/24	620-53644-209
Total LAZER UTILITY LOCATING LLC:		1,551.00		
LE NOBLE, TRASK				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	163.00	12/24	101-52200-111
Total LE NOBLE, TRASK:		163.00		
LEXISNEXIS RISK DATA MANAGEMENT INC				
1100052063	MONTHLY SUBSCRIPTION	200.00	12/24	101-51680-204
Total LEXISNEXIS RISK DATA MANAGEMENT INC:		200.00		
LLOYD, MICHAEL				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	253.00	12/24	101-52200-111
Total LLOYD, MICHAEL:		253.00		
MACQUEEN EQUIPMENT				
P39571	POSI-FIT RENTAL	715.00	11/24	101-52200-204
Total MACQUEEN EQUIPMENT:		715.00		
MADISON NATIONAL LIFE				
1662976	LIFE - JAN	308.62	12/24	101-21391
1662976	LTD - JAN	836.52	12/24	101-21385

Invoice	Description	Total Cost	Period	GL Account
Total MADISON NATIONAL LIFE:		1,145.14		
MAINSTREET DESIGNS INC				
36632	SNOW FLAKE LIGHT POLE LIGHT - BLC DONATIO	620.50	12/24	101-51960-215
Total MAINSTREET DESIGNS INC:		620.50		
MARCO INC				
38006614	COPIER @ MSB BUILDING	58.62	12/24	101-53310-207
38006614	1ST FLOOR COPIER @ VH	110.27	12/24	101-51650-207
38006614	2ND FLOOR COPIER @ VH	90.26	12/24	101-51650-207
38006614	3RD FLOOR COPIER @ VH	53.76	12/24	101-51650-207
Total MARCO INC:		312.91		
MARX, JACOB				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	265.00	12/24	101-52200-111
Total MARX, JACOB:		265.00		
MCMAHON ASSOCIATES INC				
937342	PROFESSIONAL SVC 9/29-11/2/24 STORM SEWER	702.98	12/24	417-51237-204
937342	PROFESSIONAL SVC 9/29-11/2/24 STORM SEWER	234.32	12/24	630-51237-204
Total MCMAHON ASSOCIATES INC:		937.30		
MENARDS - APPLETON EAST				
66890	SNOW PLOW MARKERS	386.00	11/24	101-53350-218
66890	NO PARKING SIGN HOLDERS	74.63	11/24	101-53330-218
Total MENARDS - APPLETON EAST:		460.63		
MGD INDUSTRIAL CORP				
231977	WHITE PAINT	68.00	12/24	101-55440-218
231977	HYDRAULIC FITTINGS	96.46	12/24	101-53330-218
231977	MISC PARTS #1,2,3, & 41	168.80	12/24	101-53330-225
Total MGD INDUSTRIAL CORP:		333.26		
MILBACH CONSTRUCTION SERVICES CO				
L0001-09-22-00108.	2022 PEDESTRIAN BRIDGES & TRIALS	7,002.48	12/24	420-57620-280
Total MILBACH CONSTRUCTION SERVICES CO:		7,002.48		
MYERS, JACOB D				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	95.00	12/24	101-52200-111
Total MYERS, JACOB D:		95.00		
NECHODOM, DUANE				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	285.00	12/24	101-52200-111
Total NECHODOM, DUANE:		285.00		
NECHODOM, TYLER				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	291.00	12/24	101-52200-111

Invoice	Description	Total Cost	Period	GL Account
Total NECHODOM, TYLER:		291.00		
NETT, JACOB				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	201.00	12/24	101-52200-111
Total NETT, JACOB:		201.00		
NOW YOGA AND WELLNESS LLC				
121024	YOGA CLASSES - 11/18, 11/25 & 12/9/24	150.00	12/24	208-52900-204
Total NOW YOGA AND WELLNESS LLC:		150.00		
OLSON, CALEB				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	189.00	12/24	101-52200-111
Total OLSON, CALEB:		189.00		
O'REILLY AUTOMOTIVE INC				
2043-476904	#11 STEERING FILTER	20.09	11/24	101-53330-225
2043-476924	#11 FUEL & CABIN AIR FILTER	80.61	11/24	101-53330-225
2043-478689	#3631 DOOR HANDLE	88.34	12/24	101-53330-225
2043-479183	#26 OIL & FUEL FILTER	36.63	12/24	101-53330-225
Total O'REILLY AUTOMOTIVE INC:		225.67		
OTT, ADAM				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	147.00	12/24	101-52200-111
Total OTT, ADAM:		147.00		
OUTAGAMIE COUNTY HIGHWAY DEPT				
1021220	GENERAL MAINTENANCE	114.90	12/24	209-56900-227
Total OUTAGAMIE COUNTY HIGHWAY DEPT:		114.90		
OUTAGAMIE COUNTY TREASURER				
1021358	FUEL BILL - NOV	2,652.41	12/24	630-53442-247
1021358	FUEL BILL - NOV	1,977.51	12/24	201-53620-247
1021358	FUEL BILL - NOV	156.04	12/24	101-55200-247
1021358	FUEL BILL - NOV	621.93	12/24	101-55440-247
1021358	FUEL BILL - NOV	31.09	12/24	101-55300-247
1021358	FUEL BILL - NOV	376.60	12/24	101-52200-247
1021358	FUEL BILL - NOV	121.71	12/24	610-53612-247
1021358	FUEL BILL - NOV	304.45	12/24	620-53644-247
1021358	FUEL BILL - NOV	711.30	12/24	101-53330-217
35968	REFUSE - NOVEMBER	15,033.06	12/24	201-53620-204
35968	CONCRETE	37.50	12/24	620-53644-251
35968	SPOILS	2,233.84	12/24	620-53644-255
NOVEMBER 2024	COURT FINES - NOVEMBER	1,089.60	11/24	101-35101
Total OUTAGAMIE COUNTY TREASURER:		25,347.04		
PATERSON, ROBERT				
54746	REFUND SECURITY DEPOSIT	300.00	12/24	206-21235
54746	FORFEIT - FAILURE TO CLEAN PROPERTY	75.00	12/24	206-38211

Invoice	Description	Total Cost	Period	GL Account
Total PATERSON, ROBERT:		225.00		
PEETERS, CHRIS				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	337.00	12/24	101-52200-111
Total PEETERS, CHRIS:		337.00		
PETERSON, ROBERT				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	281.00	12/24	101-52200-111
Total PETERSON, ROBERT:		281.00		
PLYMOUTH LUBRICANTS				
6205576	DEF & OIL	3,141.79	12/24	101-53330-217
Total PLYMOUTH LUBRICANTS:		3,141.79		
POLOMIS, TRACIE				
45858	REFUND SECURITY DEPOSIT	300.00	11/24	208-21235
Total POLOMIS, TRACIE:		300.00		
POMP'S TIRE SERVICE INC				
320159547	REPAIRS #3641	253.26	12/24	101-52200-205
Total POMP'S TIRE SERVICE INC:		253.26		
PROFESSIONAL SERVICE INDUSTRIES INC				
955198	2024 CAPITOL IMPROVEMENT PROJECTS - ENGIN	70.00	11/24	101-53300-204
Total PROFESSIONAL SERVICE INDUSTRIES INC:		70.00		
RENT-A-FLASH OF WISCONSIN INC				
93481	FOUNDER'S ESTATES SIGNS	624.25	11/24	101-53300-218
93481	QUIET ZONE RAILROAD SIGNS	276.00	11/24	101-53300-218
93482	NO PARKING SIGNS	260.00	11/24	101-53300-218
93628	STREET SIGN STICKER BACKS	49.47	12/24	101-53300-218
Total RENT-A-FLASH OF WISCONSIN INC:		1,209.72		
RIVERSIDE BY REYNEBEAU FLORAL				
223	SOIL FOR PLANTERS	506.00	12/24	101-51960-215
Total RIVERSIDE BY REYNEBEAU FLORAL:		506.00		
ROMENESKO, JOE				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	173.00	12/24	101-52200-111
Total ROMENESKO, JOE:		173.00		
RUIZ LEON, MIGUEL				
54751	REFUND SECURITY DEPOSIT	300.00	12/24	208-21235
Total RUIZ LEON, MIGUEL:		300.00		

Invoice	Description	Total Cost	Period	GL Account
SANDERFOOT, MARY				
54632	REFUND RENTAL FEE - CANCELATION	125.00	12/24	208-34401
54632	REFUND SECURITY DEPOSIT - CANCELLED	300.00	12/24	208-21235
Total SANDERFOOT, MARY:		425.00		
SCHRADER, LUKE				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	147.00	12/24	101-52200-111
Total SCHRADER, LUKE:		147.00		
SHIPPY, BEN				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	211.00	12/24	101-52200-111
Total SHIPPY, BEN:		211.00		
SIGNCOUNTRY				
21206	HELMET DECALS	60.00	11/24	101-52200-207
21206	BADGE & HELMET DECALS	551.00	12/24	101-52200-207
21206	BADGE & HELMET DECALS	551.00	12/24	101-52200-218
21206	HELMET DECALS	60.00	12/24	101-52200-207
21206	HELMET DECALS	60.00	12/24	101-52200-218
21252	TRAILER DECALS	282.00	12/24	101-52200-247
Total SIGNCOUNTRY:		342.00		
SILK TITLE & ESCROW TRUST ACCOUNT				
260123200	2024 TAX REFUND - PYNENBERG, B MEMO R-2550	105.23	12/24	803-21215
Total SILK TITLE & ESCROW TRUST ACCOUNT:		105.23		
SPLENDID CLEANING SERVICE LLC				
14667	MONTHLY CLEANING-METRO	950.00	12/24	207-52120-243
14667	MONTHLY CLEANING-LCFD	239.00	12/24	101-52250-243
14669	MONTHLY CLEANING-MSB BUILDING	595.00	12/24	101-53310-243
14670	MONTHLY CLEANING-VILLAGE HALL	1,850.00	12/24	101-51650-243
Total SPLENDID CLEANING SERVICE LLC:		3,634.00		
STAPLES ADVANTAGE				
6018950312	STORAGE BOXES & HANGING FOLDERS	57.65	12/24	101-55300-206
6018950313	COPY PAPER & kLEENEX	49.44	12/24	207-52120-206
6018950314	STAPLER	20.10	12/24	101-51440-206
6018950314	COPY PAPER	42.49	12/24	101-52200-206
6018950314	COPY PAPER	127.47	12/24	101-51650-206
6018950314	STORAGE BOXES	43.41	12/24	101-51420-206
Total STAPLES ADVANTAGE:		340.56		
STATE OF WI COURT FINES & NOVEMBER 2024 COURT FINES - NOVEMBER				
		2,518.47	11/24	101-35101
Total STATE OF WI COURT FINES &:		2,518.47		
STONERIDGE LITTLE CHUTE LLC #384				
21003521627	BEVERAGE	101.94	12/24	101-52200-211
22067102006	FOOD	167.00	11/24	101-52200-211

Invoice	Description	Total Cost	Period	GL Account
22068591455	SENIOR PROGRAM WATER & COOKIES	19.96	11/24	101-55300-218
22079731611	FOOD	61.53	12/24	101-52200-211
22092811602	FOOD	184.34	12/24	101-52200-211
Total STONERIDGE LITTLE CHUTE LLC #384:		534.77		
TESCH, JOE				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	253.00	12/24	101-52200-111
Total TESCH, JOE:		253.00		
TITAN PROPERTY				
1-243750-14	OVRPYMT - 1304 DAYTONA	28.18	12/24	001-15000
Total TITAN PROPERTY:		28.18		
TITEL, JESSICA				
EXRPT112324	BROWNFIELD REDEVELOPMENT	77.72	12/24	101-51530-201
Total TITEL, JESSICA:		77.72		
T-MOBILE				
9950559581124	PHONE & MOBILE INTERNET	1,320.21	12/24	207-52120-203
Total T-MOBILE:		1,320.21		
TOWN OF VANDENBROEK				
14680	PARCEL 200017604 VANDEN HEUVEL ANNEXATIO	1,998.85	12/24	101-56700-204
Total TOWN OF VANDENBROEK:		1,998.85		
TRIUMPH TIRES				
467475	#58 TRACKLESS TIRE REPLACEMENT	184.31	12/24	101-53330-225
Total TRIUMPH TIRES:		184.31		
U.S. BANK				
4910110624	AMAZON - NINTENDO SWITCH GAMES	93.13	12/24	206-55110-213
4910110624	AMAZON - NINTENDO SWITCH GAMES	93.13	12/24	206-55110-210
4910110624	AMAZON - SPECIAL COLLECTIONS	104.97	12/24	206-55110-213
4910110624	AMAZON - SPECIAL COLLECTIONS	104.97	12/24	206-55110-210
49101224	ADOBE - ANNUAL KAREN	287.88	12/24	101-51420-208
49101224	LITTE CAESARS - ALL HANDS MTG	113.20	12/24	101-51400-211
49101224	PANERA BREAD - ELECTION FOOD	180.87	12/24	101-51440-211
49101224	FESTIVAL FOOD - ALL HANDS MTG	124.60	12/24	101-51400-211
49101224	DOLLAR TREE - CHRISTMAS SUPPLIES	10.55	12/24	101-51960-211
49101224	ZOOM.US - MONTHLY FEE	15.99	12/24	101-51440-208
49101224	HOBBY LOBBY - CHRISTMAS REC PROGRAM	19.54	12/24	101-55300-218
49101224	S&S WORLDWIDE-CONES, HURDLES, TUG OF WA	289.42	12/24	101-55300-218
49101224	AMAZON - BALLS & EQUIPMENT	920.07	12/24	101-53300-218
49101224	AMAZON - RETURNED BEAN BAGS	24.95	12/24	101-55300-218
49101224	AMAZON - RETURNED 2 PACKS TREES FOR PLAN	89.98	12/24	101-51960-215
49101224	AMAZON - RETURN PLAY TUNNELS FOR YOUTH	82.72	12/24	101-55300-218
49101224	JW PEPPER - BAND MUSICS	142.99	12/24	101-55480-218
49101224	AMAZON - SQUARE ACTIVITY MATS	87.17	12/24	101-55300-218
49101224	AMAZON - WHITE PLASTIC FOR HEESAKKER ICE	277.18	12/24	101-55200-242
49101224	S&S WORLDWIDE - NOODLES, CONNECTORS, NO	265.31	12/24	101-55300-218

Invoice	Description	Total Cost	Period	GL Account
49101224	AMAZON - 2 SHORT FILE CABINETS - JOHN OFFIC	151.88	12/24	101-55300-206
49101224	AMAZON - BOX BOTTOM FILES - JOHN	22.36	12/24	101-55300-206
49101224	AMAZON - 200 CLEAR PLASTIC PLATES SET	18.99	12/24	206-55110-205
49101224	AMAZON - BOOKS	10.99	12/24	206-55110-206
49101224	AMAZON - NINTENDO SWITCH GAMES	19.91	12/24	206-55110-213
49101224	AMAZON - SHIPPING LABELS	71.97	12/24	206-55110-218
49101224	AMAZON - A/V	203.16	12/24	206-55110-210
49101224	AMAZON - A/V	51.83	12/24	206-55110-210
49101224	AMAZON - A/V	17.98	12/24	206-55110-210
49101224	AMAZON - A/V	47.99	12/24	206-55110-210
49101224	AMAZON - BOOKS	14.24	12/24	206-55110-206
49101224	AMAZON - 36 PCS SNOW BALLS FOR KIDS INDOO	15.99	12/24	206-55110-218
49101224	AMAZON - A/V	45.89	12/24	206-55110-210
49101224	SUBWAY	93.15	12/24	206-55110-218
49101224	SUBWAY	93.15	12/24	206-55110-218
49101224	SUBWAY	88.90	12/24	206-55110-218
49101224	AMAZON - A/V	243.91	12/24	206-55110-210
49101224	AMAZON - BOOKS	29.95	12/24	206-55110-206
49101224	AMAZON - A/V	20.96	12/24	206-55110-210
49101224	AMAZON - A/V	167.96	12/24	206-55110-210
49101224	AMAZON - A/V	182.13	12/24	206-55110-210
49101224	AMAZON - BOOKS	305.96	12/24	206-55110-206
49101224	AMAZON - BOOKS	19.17	12/24	206-55110-206
49101224	VISTAPRINT - BUSINESS CARDS	174.23	12/24	207-52120-206
49101224	AMAZON - COFFEE & CANDY CANES	134.86	12/24	207-52120-218
49101224	TRAFFICVIOLREGPRO	3.06	12/24	207-52120-204
49101224	HOLIDAY INN EXPRESS	13.91	12/24	207-52120-201
49101224	HOLIDAY INN EXPRESS	120.91	12/24	207-52120-201
49101224	CELLEBRITE INC - RE-CERTIFY	330.00	12/24	207-52120-204
49101224	AMAZON - DAB & SEAL, MICROCHIP READER	41.49	12/24	207-52120-218
49101224	INSTA PRINT PLUS - CRASH TEAR PADS	110.40	12/24	207-52120-207
49101224	COLLEGE TRANSCRIPT - PAYROLL & BENEFITS S	27.95	12/24	101-51420-208
49101224	LOCAL GOVERNMENT ED - 2025 HR CERTIFICATE	799.00	12/24	101-51420-201
49101224	USPS - POSTAGE	9.68	12/24	101-52200-218
49101224	APPLE.COM	2.99	12/24	101-52200-204
49101224	LOCAL GOVERNMENT ED - 24 WGFOA WINTER C	150.00	12/24	101-51420-201
49101224	MANDERFIELDS - CAKE & COOKIES RETIREMENT	108.00	12/24	101-51420-204
49101224	ZOOM.US - ANNUAL FEE	159.90	12/24	207-52120-204
49101224	CHEWY.COM - DOG FOOD & VITAMINS	292.56	12/24	207-52120-236
49101224	POSITIVE CONCEPTS - POS TERMAL ROLLS	165.60	12/24	207-52120-207
49101224	AMAZON - UNITY SPOTLIGHT PARTS	31.90	12/24	207-52120-247
49101224	AMAZON - FLEECE WINTER SKULL CAP	12.30	12/24	207-52120-212
49101224	AMAZON - TUB O TOWELS	29.24	12/24	207-52120-218
49101224	TLO TRANSUNION - BACKGROUND CHECKS	75.00	12/24	207-52120-204
49101224	CUMMINS INC - #29 REPAIRS	351.05	12/24	101-53330-204
49101224	AMAZON - COPY PAPER & IPHONE CASE	123.22	12/24	620-53924-206
49101224	VERIZON WIRELESS	419.76	12/24	620-53924-203
49101224	FESTIVAL FOOD - FOOD, BEVERAGES & PAPER P	37.41	12/24	206-55110-205
49101224	LITTLE CAESARS - PIZZA	29.95	12/24	206-55110-205
49101224	DOLLAR TREE - CRAFT SUPPLIES	5.25	12/24	206-55110-205
49101224	DOLLAR TREE - CRAFT SUPPLIES	11.25	12/24	206-55110-205
49101224	DOLLAR TREE - CRAFT SUPPLIES	17.50	12/24	206-55110-205
Total U.S. BANK:		8,049.79		
UNIFORM SHOPPE				
348035	BALLISTICS VEST	1,195.00	12/24	207-52120-213

Invoice	Description	Total Cost	Period	GL Account
3890	SEAVEY HONOR GUARD	909.90	12/24	207-52120-212
3892	MARQUARDT HONOR GUARD	909.90	12/24	207-52120-212
Total UNIFORM SHOPPE:		3,014.80		
UNITED RAYNOR				
25908	MSB DOOR REPAIR	1,541.35	11/24	101-53310-204
25918	REPAIR DOOR	525.00	12/24	101-52250-242
Total UNITED RAYNOR:		2,066.35		
VALENTYN, ERIC				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	57.00	12/24	101-52200-111
Total VALENTYN, ERIC:		57.00		
VALLEY LIQUOR				
165693	SUPPLIES	11.98	12/24	101-52200-211
165705	BEVERAGES	38.74	12/24	101-52200-211
Total VALLEY LIQUOR:		50.72		
VAN BERKEL, DANIEL				
54784	REFUND SECURITY DEPOSIT	300.00	11/24	206-21235
Total VAN BERKEL, DANIEL:		300.00		
VAN DEURZEN, DEREK				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	69.00	12/24	101-52200-111
Total VAN DEURZEN, DEREK:		69.00		
VAN DEURZEN, SCOTT				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	165.00	12/24	101-52200-111
Total VAN DEURZEN, SCOTT:		165.00		
VAN DYN HOVEN, LUKE				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	147.00	12/24	101-52200-111
Total VAN DYN HOVEN, LUKE:		147.00		
VANDEN HEUVEL, RYAN				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	221.00	12/24	101-52200-111
Total VANDEN HEUVEL, RYAN:		221.00		
VANDERLOOP, ANDY				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	301.00	12/24	101-52200-111
Total VANDERLOOP, ANDY:		301.00		
VANDERLOOP, ROB				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	205.00	12/24	101-52200-111
Total VANDERLOOP, ROB:		205.00		

Invoice	Description	Total Cost	Period	GL Account
VERBRUGGEN, CASEY				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	183.00	12/24	101-52200-111
Total VERBRUGGEN, CASEY:		183.00		
VILLAGE OF LITTLE CHUTE				
260085800-24	1028 GRAND AVE FIRE STATION	501.89	12/24	405-51100-204
260085900-24	FIRE STATION	544.17	12/24	405-51100-204
260086000-24	DEPOT ST - FIRE STATION	573.58	12/24	405-51100-204
260086100-24	1032 GRAND AVE FIRE STATION	579.10	12/24	405-51100-204
260086200-24	1110 GRAND AVE - FIRE STATION	579.10	12/24	405-51100-204
260086300-24	DEPOT ST - FIRE STATION	580.94	12/24	405-51100-204
260086500-24	GRAND AVE - FIRE STATION	575.43	12/24	405-51100-204
260086600-24	DEPOT ST - FIRE STATION	577.27	12/24	405-51100-204
260086700-24	FIRE STATION	632.41	12/24	405-51100-204
260086800-24	FIRE STATION	591.98	12/24	405-51100-204
260087001-24	GRAND AVE - FIRE STATION	641.61	12/24	405-51100-204
260087100-24	DEPOT ST - FIRE STATION	540.49	12/24	405-51100-204
260087200-24	HANS PKWAY - FIRE STATION	702.27	12/24	405-51100-204
260087400-24	HANS PKWAY - FIRE STATION	746.39	12/24	405-51100-204
260087500-24	DEPOT ST - FIRE STATION	325.40	12/24	405-51100-204
260087600-24	HANS PKWAY - FIRE STATION	360.33	12/24	405-51100-204
260127611-24	1401 E ELM DR	171.14	12/24	101-53310-249
260127910-24	MSB NIXON	37.03	12/24	101-53310-249
260425100-24	DRAINAGE DISTRICT	2.66	12/24	415-57500-204
260425101-24	2304 EBBEN DR	2.30	12/24	415-57500-204
260425200-24	1200 STEPHEN ST - WATER TOWER	3.68	12/24	620-53624-249
260425900-24	STEPHEN ST	4.60	12/24	415-57500-204
Total VILLAGE OF LITTLE CHUTE:		9,273.77		
VINTON CONSTRUCTION CO				
23052.LC2	2024 CONCRETE MEDIAN EXTENSIONS	19,517.00	12/24	101-53300-204
Total VINTON CONSTRUCTION CO:		19,517.00		
WAUKESHA COUNTY TECHNICAL COLLEGE				
S08247815	WI PUBLIC RECORDS LAW - KRAUSE, M	240.00	12/24	207-52120-201
Total WAUKESHA COUNTY TECHNICAL COLLEGE:		240.00		
WE ENERGIES				
5238307471	PLANT #1 (100 WILSON ST)	44.09	12/24	620-53624-249
5238307471	STREET LIGHTS	1,210.88	12/24	101-53300-249
5238307471	200 E MCKINLEY ST - FVMPD	27.11	12/24	207-52120-249
5238307471	200 E MCKINLEY ST - FIRE DEPT	18.07	12/24	101-52250-249
5238307471	PUMP STATION @ EVERGREEN & FRENCH	97.52	12/24	620-53624-249
5238307471	DOYLE POOL	25.50	12/24	204-55420-249
5238307471	CROSSWINDS LED STREET LIGHTS	149.49	12/24	101-53300-249
5238307471	1401 E ELM DR	81.75	12/24	101-53310-249
5238307471	920 WASHINGTON ST	30.00	12/24	620-53624-249
5238307471	CIVIC CENTER (630 MONROE ST)	201.88	12/24	206-55110-249
5238307471	LC WELL #4 PUMPHOUSE 625 E EVERGREEN	15.01	12/24	620-53624-249
5238307471	PLANT #2 1118 JEFFERSON ST	21.07	12/24	620-53624-249
5238307471	721 W ELM DR	24.47	12/24	208-52900-249
5238307471	108 W MAIN ST	181.14	12/24	101-51650-249
5275650183	PLANT #1 (100 WILSON ST)	137.21	12/24	620-53624-249

Invoice	Description	Total Cost	Period	GL Account
5275650183	STREET LIGHTS	1,211.04	12/24	101-53300-249
5275650183	200 E MCKINLEY ST - FVMPD	86.22	12/24	207-52120-249
5275650183	200 E MCKINLEY ST - FIRE DEPT	57.48	12/24	101-52250-249
5275650183	PUMP STATION @ EVERGREEN & FRENCH	382.37	12/24	620-53624-249
5275650183	DOYLE POOL	23.80	12/24	204-55420-249
5275650183	CROSSWINDS LED STREET LIGHTS	149.49	12/24	101-53300-249
5275650183	1401 E ELM DR	646.69	12/24	101-53310-249
5275650183	920 WASHINGTON ST	34.61	12/24	620-53624-249
5275650183	CIVIC CENTER (630 MONROE ST)	470.50	12/24	206-55110-249
5275650183	LC WELL #4 PUMPHOUSE 625 E EVERGREEN	66.62	12/24	620-53624-249
5275650183	PLANT #2 1118 JEFFERSON ST	38.05	12/24	620-53624-249
5275650183	721 W ELM DR	107.54	12/24	208-52900-249
5275650183	108 W MAIN ST	329.28	12/24	101-51650-249
Total WE ENERGIES:		5,868.88		
WEYENBERG, RYAN				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	117.00	12/24	101-52200-111
Total WEYENBERG, RYAN:		117.00		
WI DEPT OF JUSTICE				
202411-L4504T	BACKGROUND CHECKS-NOVEMBER	35.00	12/24	207-52120-218
Total WI DEPT OF JUSTICE:		35.00		
WI ECONOMIC DEVELOPMENT CORP				
7761	CONNECT COMMUNITIES FY25 PARTICIPATION F	200.00	12/24	101-56700-208
Total WI ECONOMIC DEVELOPMENT CORP:		200.00		
WITTMANN, STEVE				
120324	PER CALL ALLOWANCE & PAGER EXPENSE	195.00	12/24	101-52200-111
Total WITTMANN, STEVE:		195.00		
XIONG, KELLY				
54731	REFUND SECURITY DEPOSIT	300.00	12/24	206-21235
54731	FORFEIT - FAILURE TO CLEAN PROPERTY	75.00	12/24	206-38211
Total XIONG, KELLY:		225.00		
Grand Totals:		345,775.62		

Report GL Period Summary

Vendor number hash: 702293
Vendor number hash - split: 1318154
Total number of invoices: 220
Total number of transactions: 373

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	345,775.62	345,775.62
Grand Totals:	345,775.62	345,775.62

Report Criteria:
Invoice Detail.Voided = {=} FALSE

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
AMERICAN FIDELITY ASSURANCE (4885)							
2463552	Invoi	FLEX	2,107.33	Open	Non	11/24	101-21368
D792592	Invoi	VOLUNTARY BENEFITS	1,948.32	Open	Non	12/24	101-21367
Total AMERICAN FIDELITY ASSURANCE (4885):			4,055.65				
KAUKAUNA UTILITIES (234)							
NOVEMBER 2024	Invoi	SAFETY CENTER	709.96	Open	Non	11/24	207-52120-249
NOVEMBER 2024	Invoi	SAFETY CENTER	473.31	Open	Non	11/24	101-52250-249
NOVEMBER 2024	Invoi	VILLAGE HALL PLAZA	16.48	Open	Non	11/24	101-51650-249
NOVEMBER 2024	Invoi	VILLAGE HALL	1,165.00	Open	Non	11/24	101-51650-249
NOVEMBER 2024	Invoi	CIVIC CENTER	1,010.59	Open	Non	11/24	206-55110-249
NOVEMBER 2024	Invoi	MUNICIPAL POOL	54.95	Open	Non	11/24	204-55420-249
NOVEMBER 2024	Invoi	BALLFIELD DPI/SHED LIGHTS	44.30	Open	Non	11/24	101-55200-249
NOVEMBER 2024	Invoi	DOYLE PARK STAGE	59.09	Open	Non	11/24	101-55200-249
NOVEMBER 2024	Invoi	DOYLE PARK BALLFIELD DP2 LIGHT	60.61	Open	Non	11/24	101-55200-249
NOVEMBER 2024	Invoi	HEESAKKER PARK TRAIL	31.41	Open	Non	11/24	101-55200-249
NOVEMBER 2024	Invoi	HERITAGE PARK	24.05	Open	Non	11/24	101-55200-249
NOVEMBER 2024	Invoi	LEGION PARK RESTROOMS	154.19	Open	Non	11/24	101-55200-249
NOVEMBER 2024	Invoi	VAN LIESHOUT PARK	75.73	Open	Non	11/24	101-55200-249
NOVEMBER 2024	Invoi	VAN LIESHOUT BALLFIELD	177.54	Open	Non	11/24	101-55200-249
NOVEMBER 2024	Invoi	VAN LIESHOUT PK SECURITY LT	61.81	Open	Non	11/24	101-55200-249
NOVEMBER 2024	Invoi	LINCOLN AVE E HEESAKKER PARK	117.28	Open	Non	11/24	101-55200-249
NOVEMBER 2024	Invoi	PUMP STATION JEFFERSON ST	1,239.65	Open	Non	11/24	620-53624-249
NOVEMBER 2024	Invoi	#4 WELL EVERGREEN DRIVE	5,863.06	Open	Non	11/24	620-53624-249
NOVEMBER 2024	Invoi	#3 WELL WASHINGTON ST	2,824.34	Open	Non	11/24	620-53624-249
NOVEMBER 2024	Invoi	STEPHEN ST TOWER/LIGHTING	100.85	Open	Non	11/24	620-53624-249
NOVEMBER 2024	Invoi	CANAL BRIDGE - NORTHSIDE	16.92	Open	Non	11/24	101-53300-249
NOVEMBER 2024	Invoi	CANAL BRIDGE SOUTHSIDE	30.19	Open	Non	11/24	101-53300-249
NOVEMBER 2024	Invoi	SIGNALS/GRAND & MAIN	43.41	Open	Non	11/24	101-53300-249
NOVEMBER 2024	Invoi	COMMUNITY BRIDGE LIGHTING	182.24	Open	Non	11/24	101-53300-249
NOVEMBER 2024	Invoi	STREET LIGHTING	9,273.30	Open	Non	11/24	101-53300-249
NOVEMBER 2024	Invoi	SIGNALS/NORTH & BUCHANAN ACCT 260080-00	31.52	Open	Non	11/24	101-53300-249
NOVEMBER 2024	Invoi	PATRIOT DR FLAG POLE ACCT 261328-00	26.13	Open	Non	11/24	101-53300-249
NOVEMBER 2024	Invoi	SIGNALS/NE CORNER N & ELM ACCT 262812-00	70.51	Open	Non	11/24	101-53300-249
NOVEMBER 2024	Invoi	STEPHEN ST SIGN ACCT 282181-00	16.48	Open	Non	11/24	101-53300-249
NOVEMBER 2024	Invoi	1401 E ELM DR / NEW BUILDING ACCT 283413-00	754.55	Open	Non	11/24	101-53310-249
NOVEMBER 2024	Invoi	721 W ELM-REC CENTER	64.26	Open	Non	11/24	208-52900-249
NOVEMBER 2024	Invoi	723 DEPOT ST ACCT 231740-01	13.40	Open	Non	11/24	418-51225-249
NOVEMBER 2024	Invoi	513 GRAND AVE	27.62	Open	Non	11/24	418-51224-249
NOVEMBER 2024	Invoi	DOYLE PARK WELL ACCT 9012695-00	3,756.98	Open	Non	11/24	620-53624-249
NOVEMBER 2024	Invoi	1800 STEPHEN ST STORM ACCT 282179-01	560.88	Open	Non	11/24	630-53441-249
NOVEMBER 2024	Invoi	SIGNALS/MAIN & MADISON	40.18	Open	Non	11/24	101-53300-249
NOVEMBER 2024	Invoi	CROSSING/MAIN & MONROE	16.48	Open	Non	11/24	101-53300-249
Total KAUKAUNA UTILITIES (234):			29,189.25				
T-MOBILE (5286)							
9754594871124	Invoi	INTERNET HOT SPOTS	29.40	Open	Non	11/24	206-55110-209
Total T-MOBILE (5286):			29.40				
VILLAGE OF LITTLE CHUTE (1404)							
2024 TAX SEASON	Invoi	2024 TAX DRAWER INCREASE	250.00	Open	Non	11/24	101-10150
Total VILLAGE OF LITTLE CHUTE (1404):			250.00				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Grand Totals:			33,524.30				

Report GL Period Summary

Vendor number hash:	16694
Vendor number hash - split:	25118
Total number of invoices:	5
Total number of transactions:	41

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	33,524.30	33,524.30
Grand Totals:	33,524.30	33,524.30

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
AT & T (5080)							
287294953059X120	Invoi	OCT/NOV SERVICE	238.44	Open	Non	11/24	101-52200-203
Total AT & T (5080):			238.44				
LEWIS, CHAD (5569)							
239493	Invoi	WINTER LEGENDS & LORE	350.00	Open	Non	12/24	206-55110-205
Total LEWIS, CHAD (5569):			350.00				
NETWORK HEALTH PLAN (537)							
10048781	Invoi	ER COBRA - DISSEN - DEC	1,947.41	Open	Non	11/24	207-52120-105
Total NETWORK HEALTH PLAN (537):			1,947.41				
STONERIDGE KAUKAUNA LLC #385 (4904)							
23086331717	Invoi	FOOD FOR FIRE DEPT	176.22	Open	Non	11/24	101-52200-211
Total STONERIDGE KAUKAUNA LLC #385 (4904):			176.22				
VFIS (2923)							
23588131	Invoi	GROUP TERM LIFE PREMIUM 2025	5,999.40	Open	Non	12/24	101-14300
Total VFIS (2923):			5,999.40				
WACPC INC (2032)							
140691902	Invoi	JEM COMPETITION FEES	750.00	Open	Non	12/24	101-55300-218
Total WACPC INC (2032):			750.00				
Grand Totals:			9,461.47				

Report GL Period Summary

Vendor number hash:21045

Vendor number hash - split:21045

Total number of invoices:6

Total number of transactions:6

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	9,461.47	9,461.47
Grand Totals:	9,461.47	9,461.47

Report Criteria:

Invoice Detail.GL Account = "206000000000"- "206999999999"

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
ACE HARDWARE LITTLE CHUTE				
286833	BATTERIES, FASTENERS	22.77	11/24	206-55110-242
286890	TRUFUEL, STIHL CONDITIONER & WINTERIZER	30.97	11/24	206-55110-242
Total ACE HARDWARE LITTLE CHUTE:		53.74		
BAKER & TAYLOR				
2038701456	BOOKS	312.89	11/24	206-55110-206
2038701457	BOOKS	38.82	11/24	206-55110-206
2038701458	BOOKS	35.89	11/24	206-55110-206
2038701459	BOOKS	19.06	11/24	206-55110-206
2038701460	BOOKS	53.73	11/24	206-55110-206
2038711976	BOOKS	26.28	11/24	206-55110-206
2038711977	BOOKS	797.74	11/24	206-55110-206
2038711978	BOOKS	12.06	11/24	206-55110-206
2038711979	BOOKS	136.41	11/24	206-55110-206
2038711980	BOOKS	13.28	11/24	206-55110-206
2038733993	BOOKS	112.34	12/24	206-55110-206
2038733994	BOOKS	18.80	12/24	206-55110-206
2038733995	BOOKS	48.48	12/24	206-55110-206
2038733996	BOOKS	87.56	12/24	206-55110-206
2038733997	BOOKS	13.28	12/24	206-55110-206
2038733998	BOOKS	25.34	12/24	206-55110-206
2038738292	BOOKS	801.47	12/24	206-55110-206
2038738293	BOOKS	19.41	12/24	206-55110-206
2038738294	BOOKS	31.17	12/24	206-55110-206
2038738295	BOOKS	22.47	12/24	206-55110-206
2038738296	BOOKS	13.28	12/24	206-55110-206
2038739583	BOOKS	153.79	12/24	206-55110-206
2038739812	BOOKS	520.97	12/24	206-55110-206
Total BAKER & TAYLOR:		3,314.52		
CENGAGE LEARNING INC/GALE				
85977624	BOOKS	58.48	11/24	206-55110-206
85978090	BOOKS	74.22	11/24	206-55110-206
85978336	BOOKS	62.97	11/24	206-55110-206
85978386	BOOKS	53.98	11/24	206-55110-206
85995024	BOOKS	41.98	11/24	206-55110-206
86021057	BOOKS	197.93	12/24	206-55110-206
86024064	BOOKS	28.49	12/24	206-55110-206
86032702	BOOKS	80.97	12/24	206-55110-206
Total CENGAGE LEARNING INC/GALE:		599.02		
COMMUNICATIONS ENGINEERING CO				
434855	ANNUAL FIRE ALARM INSPECTION	343.00	11/24	206-55110-243
Total COMMUNICATIONS ENGINEERING CO:		343.00		
DEMCO INC				
7576215	PAPER TAPE & BKSHELF DVDR	89.91	12/24	206-55110-218

Report Criteria:

Invoice Detail.GL Account = "620000000000"- "620999999999", "610000000000"- "610999999999", "630000000000"- "630999999999"

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
ACE HARDWARE LITTLE CHUTE				
287023	HAMMER DRILL, GARDEN KNEELER, ETC	36.15	12/24	620-53644-218
Total ACE HARDWARE LITTLE CHUTE:		36.15		
BADGER METER INC				
80179720	ORION CELLULAR LTE SERV UNIT	1,498.50	12/24	620-53904-214
Total BADGER METER INC:		1,498.50		
BATTERIES PLUS LLC				
P78213626	SANITARY SEWER METER BATTERIES	89.10	12/24	610-53612-251
Total BATTERIES PLUS LLC:		89.10		
DONALD HIETPAS & SONS INC.				
110624	FIVE STOP CHANGED FIVE STOP BOXES	5,514.54	12/24	620-53644-252
110724	EVERGRE MOVED HYDRANT EVERGREEN & SPIRIT CT	5,432.08	12/24	620-53644-254
Total DONALD HIETPAS & SONS INC.:		10,946.62		
FERGUSON WATERWORKS LLC #1476				
435107	ARCH CURB & CURB BOX ROD	494.85	12/24	620-53644-252
Total FERGUSON WATERWORKS LLC #1476:		494.85		
HAWKINS INC				
6924829	AZONE	923.55	11/24	620-53634-214
6924829	SODIUM SILICATE	3,176.50	11/24	620-53634-220
Total HAWKINS INC:		4,100.05		
MCC INC				
362518	MT GRADE 5	623.76	11/24	620-53644-251
Total MCC INC:		623.76		
MCMAHON ASSOCIATES INC				
937284	2024 ECOLOGICAL SERVICES	195.00	12/24	630-53441-204
937343	PROFESSIONAL SERVICES 9/29-11/2/24 STORM S	4,711.68	12/24	630-51216-204
Total MCMAHON ASSOCIATES INC:		4,906.68		
MCO				
31223	BILLABLE MILEAGE - OCTOBER	605.04	11/24	620-53644-247
31287	HEALTH & LIABILITY INS - JAN 2025	41,086.40	12/24	620-53644-115
Total MCO:		41,691.44		
MIDWEST METER INC				
173275	METER BASE, CELLULAR LTE REMOTE, ETC	4,326.22	11/24	620-53644-301

Invoice	Description	Total Cost	Period	GL Account
Total MIDWEST METER INC:		4,326.22		
MIDWEST SALT LLC				
P477384	INDUSTRIAL COARSE SALT	3,453.36	11/24	620-53634-224
P477457	INDUSTRIAL COARSE SALT	3,406.46	11/24	620-53634-224
P477465	INDUSTRIAL COARSE SALT	3,642.61	11/24	620-53634-224
P477498	INDUSTRIAL COARSE SALT	3,503.51	11/24	620-53634-224
P477561	INDUSTRIAL COARSE SALT	3,417.78	11/24	620-53634-224
P477612	INDUSTRIAL COARSE SALT	3,387.05	11/24	620-53634-224
P477776	INDUSTRIAL COARSE SALT	3,445.28	11/24	620-53634-224
P478001	INDUSTRIAL COARSE SALT	3,899.79	12/24	620-53634-224
P478002	INDUSTRIAL COARSE SALT	3,461.45	12/24	620-53634-224
Total MIDWEST SALT LLC:		31,617.29		
POSTAL EXPRESS & MORE LLC				
260131	POSTAGE-WATER TESTS	20.13	11/24	620-53644-204
260644	POSTAGE-WATER TESTS	20.13	12/24	620-53644-204
260958	POSTAGE-WATER TESTS	20.13	12/24	620-53644-204
Total POSTAL EXPRESS & MORE LLC:		60.39		
SPEEDY CLEAN DRAIN & SEWER				
85020	VACUUM SALT TANK	1,667.50	11/24	620-53634-255
85065	VACUUM SALT TANK	2,680.00	11/24	620-53634-255
Total SPEEDY CLEAN DRAIN & SEWER:		4,347.50		
USA BLUEBOOK				
463130	HYDRANT WRENCH ADJUSTABLE	113.85	11/24	620-53644-221
463130	1-1/2" SELF PRIMING PUMP	3,565.59	11/24	620-53634-255
Total USA BLUEBOOK:		3,679.44		
Grand Totals:		108,417.99		

Report GL Period Summary

Vendor number hash: 80024
Vendor number hash - split: 83059
Total number of invoices: 28
Total number of transactions: 30

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	108,417.99	108,417.99
Grand Totals:	108,417.99	108,417.99

Terms Description	Invoice Amount	Net Invoice Amount
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Report Criteria:

Invoice Detail.GL Account = "620000000000"."620999999999","610000000000"."610999999999","630000000000"."630999999999"
Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
Total DEMCO INC:		89.91		
GORDON FLESCH CO INC				
14951361	GFC LEASING CANON	150.06	12/24	206-55110-225
Total GORDON FLESCH CO INC:		150.06		
INGRAM LIBRARY SERVICES				
84964529	BOOKS	24.91	11/24	206-55110-206
85130669	BOOKS	36.59	12/24	206-55110-206
Total INGRAM LIBRARY SERVICES:		61.50		
JUNIOR LIBRARY GUILD				
702752	BOOKS	.29	12/24	206-55110-206
Total JUNIOR LIBRARY GUILD:		.29		
KLOECKNER, MEGAN				
EXPRPT110924	WLA CONFERENCE	100.50	11/24	206-55110-201
Total KLOECKNER, MEGAN:		100.50		
MICROMARKETING LLC				
969534	DVD	224.90	12/24	206-55110-210
Total MICROMARKETING LLC:		224.90		
MIDWEST TAPE LLC				
506275223	A/V	55.99	11/24	206-55110-210
506375277	A/V	84.98	11/24	206-55110-210
506395633	A/V	264.94	11/24	206-55110-210
506414020	DIGITAL COLLECTIONS	1,166.24	11/24	206-55110-208
Total MIDWEST TAPE LLC:		1,572.15		
NOW YOGA AND WELLNESS LLC				
LCPL001	YOGA CLASSES - 9/7, 9/28, 10/19, 11/9	140.00	11/24	206-55110-205
Total NOW YOGA AND WELLNESS LLC:		140.00		
OUTAGAMIE WAUPACA LIBRARY SYSTEM				
4489	PRINTING - LOST ITEM POSTCARDS	50.00	11/24	206-55110-225
4504	WINTER PROGRAM GUIDE	68.00	12/24	206-55110-225
4504	HISTORIAL WALKING TOUR BOOKLET	108.00	12/24	206-55110-225
Total OUTAGAMIE WAUPACA LIBRARY SYSTEM:		226.00		
PLAYAWAY PRODUCTS				
482594	A/V	176.97	11/24	206-55110-210
482614	A/V	159.98	11/24	206-55110-210
Total PLAYAWAY PRODUCTS:		336.95		
SPEEDY CLEAN DRAIN & SEWER				
85097	PUMPED THE GREASE TRAP LIB/CC	195.00	11/24	206-55110-243

Invoice	Description	Total Cost	Period	GL Account
Total SPEEDY CLEAN DRAIN & SEWER:		195.00		
SPLENDID CLEANING SERVICE LLC				
14668	MONTHLY CLEANING-LIBRARY	1,425.00	12/24	206-55110-243
Total SPLENDID CLEANING SERVICE LLC:		1,425.00		
STAPLES ADVANTAGE				
6018950315	OFFICE SUPPLIES	49.97	12/24	206-55110-218
Total STAPLES ADVANTAGE:		49.97		
STONERIDGE LITTLE CHUTE LLC #384				
21091131533	FOOD	12.68	11/24	206-55110-218
22080971159	BEVERAGE	11.55	12/24	206-55110-205
Total STONERIDGE LITTLE CHUTE LLC #384:		24.23		
THE PENWORTHY COMPANY LLC				
604262	BOOKS	151.78	12/24	206-55110-206
Total THE PENWORTHY COMPANY LLC:		151.78		
Grand Totals:		9,058.52		

Report GL Period Summary

Vendor number hash: 266797
Vendor number hash - split: 270471
Total number of invoices: 56
Total number of transactions: 57

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	9,058.52	9,058.52
Grand Totals:	9,058.52	9,058.52

Report Criteria:

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

Invoice Detail.Voided = {=} FALSE

MINUTES OF THE REGULAR BOARD MEETING OF DECEMBER 4, 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
Don Van Deurzen, Trustee
Larry Van Lankvelt, Trustee
Brian Van Lankveldt, Trustee
Rosie Sprangers, Trustee

EXCUSED: David Peterson, 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
Megan Kloeckner, Library Director

EXCUSED: Lisa Remiker-DeWall, Finance Director
Megan Kloeckner, Library Director
Tyler Claringbole, Village Attorney
Fox Valley Metro Police Chief Meister
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 November 20, 2024

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

Ayes 6, Nays 0 – Motion Carried

Discussion/Action– MCO 5 Year Contract

Jerry Verstegen, MCO, provided an overview of the contract and was available for questions from board and staff. Discussion on the scope and details of the contract took place. The contract was reviewed by the Utility Commission on December 3, 2024 and recommended approval by the Board.

Moved by Trustee L. Van Lankvelt, seconded by Trustee B. Van Lankveldt to approve the MCO 5 Year Contract.

Ayes 6, Nays 0 – 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 Van Deurzen, seconded by L. Van Lankvelt to enter closed session at 6:39p.m.

Ayes 6, Nays 0 – Motion Carried

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

Moved by Trustee Van Deurzen, seconded by Trustee Sprangers to exit closed session at 7:58p.m.

Adjournment

Moved by Trustee Van Deurzen, seconded by Trustee Sprangers to Adjourn the Regular Board meeting at 7:58 p.m.

Ayes 6, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE

By: _____
Michael R. Vanden Berg, Village President

Attest: _____
Laurie Decker, Village Clerk



Item For Consideration

For Village Board Review On: 12/18/2024

Agenda Item Topic: I-41: Buchanan Street Overpass-
Sidewalk & Lighting Infrastructure

Prepared: On: 12/12/2024

Prepared: Matthew Woicek, ADPW

Report:

The Wisconsin Department of Transportation (WisDOT) has requested a decision from the Village of Little Chute on the addition of sidewalk and lighting infrastructure within the replacement limits of the I-41 bridge overpass at Buchanan Street. As part of the project, WisDOT will construct sidewalk on the new overpass, up to the end of the pedestrian parapet walls on both sides of the I-41 bridge overpass. For any additional sidewalk constructed outside of the locations described above, WisDOT requires that the Village contribute 20% of the additional sidewalk cost. For any electrical conduit, wiring, and lighting installed at the bridge, WisDOT requires that the Village contribute 50% of the total cost.

The Buchanan Street bridge overpass will be replaced in 2026. Below is a summary of the sidewalk and lighting options at the Buchanan Road overpass:

Buchanan Street Sidewalk	WisDOT w/ E&C <u>Village Cost</u>
<ul style="list-style-type: none">Option 1: Install sidewalk along both sides of Buchanan Street, on both approaches of the I-41 bridge overpass. (~1,254 feet)	~\$14,200
<ul style="list-style-type: none">Option 2: Install sidewalk on only the west side of Buchanan Street, on both approaches of the I-41 bridge overpass. (~627 feet)	~\$7,100
<ul style="list-style-type: none">Option 3: Do not install any additional sidewalk. (Sidewalk grading to be provided at no additional cost)	\$0



Item For Consideration

Buchanan Street Lighting	WisDOT <u>Village Cost</u>	WisDOT/KU <u>Village Cost</u>	WisDOT/KU w/ E&C <u>Village Cost</u>
<ul style="list-style-type: none">Option 1: Install conduit, wiring, and lighting on both approaches of the I-41 bridge overpass (five (5) total light poles).	~\$41,250	~\$30,000	~\$36,160
<ul style="list-style-type: none">Option 2: Do not install any conduit, wiring, or lighting.	\$0	\$0	\$0

Fiscal Impact: See Village fiscal impacts shown above for each option for sidewalk and lighting infrastructure, at the Buchanan Street overpass.

Recommendation/Board Action: The Department of Public Works recommends installing lighting at the Buchanan Street overpass and installing sidewalk on only the west side of Buchanan Street, within the WisDOT project limits.

Respectfully Submitted,

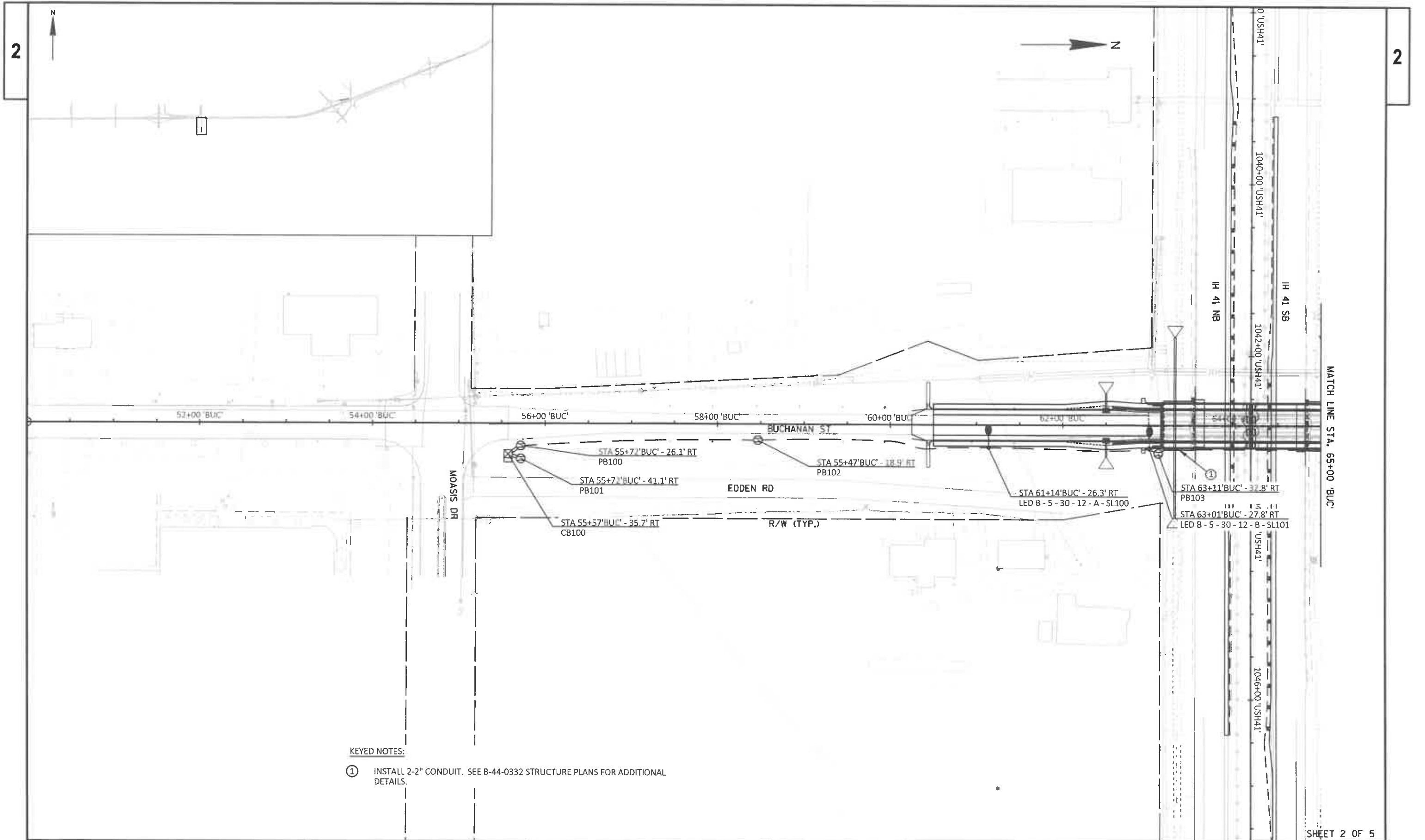
Matthew Woicek, PE

Assistant Director of Public Works

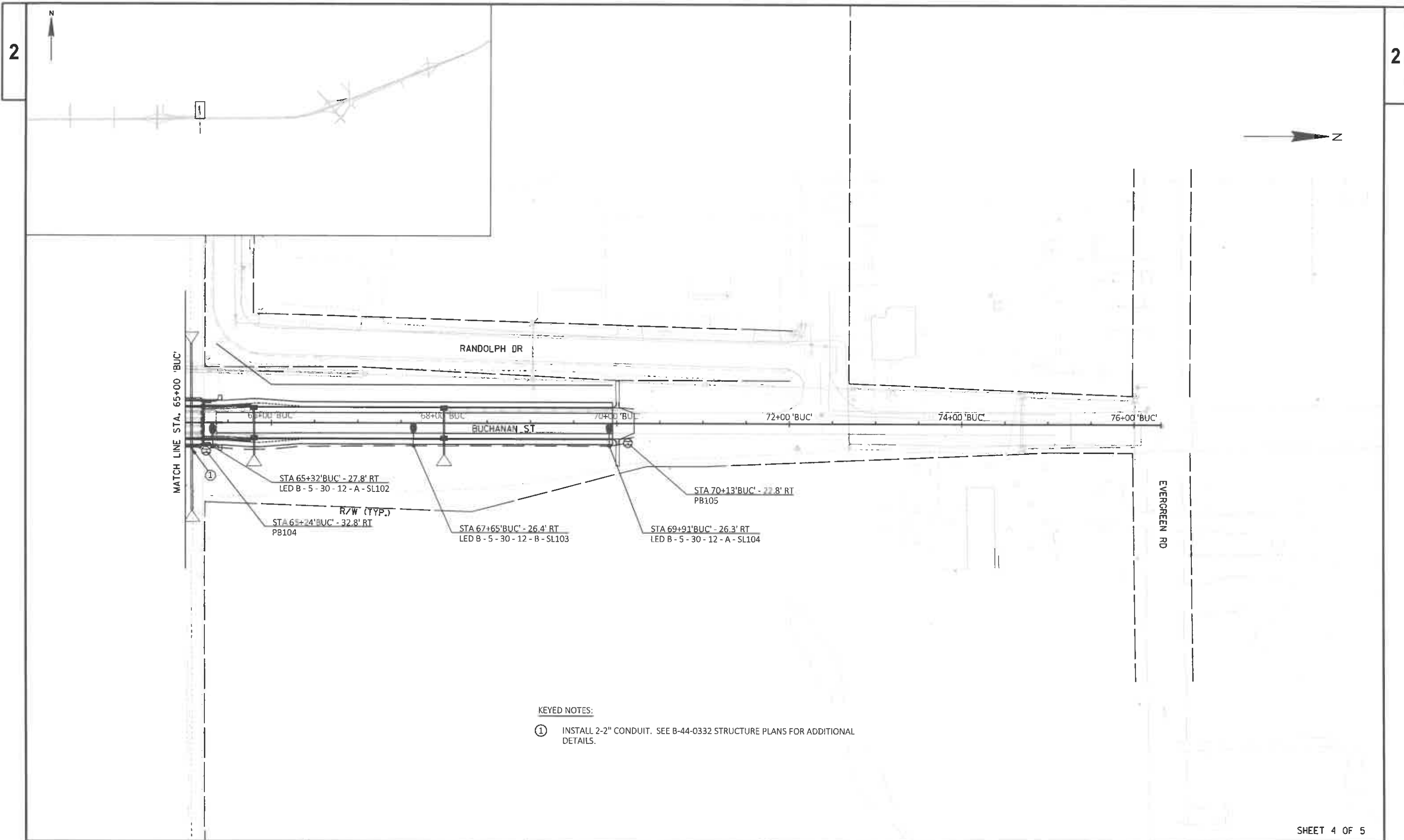


Buchanan Street





KEYED NOTES:
① INSTALL 2-2" CONDUIT. SEE B-44-0332 STRUCTURE PLANS FOR ADDITIONAL DETAILS.



KEYED NOTES:
① INSTALL 2-2" CONDUIT. SEE B-44-0332 STRUCTURE PLANS FOR ADDITIONAL DETAILS.



Item For Consideration

For Village Board Review On: 12/20/24

Prepared On: 12/10/24

Agenda Item Topic: Smith Pharmacy Development Incentive

Prepared by: Community Development

Report: As previously discussed at the Plan Commission and Village Board in March and July, we determined the underutilized Small Business Micro Loan program should be discontinued and the fund should be dissolved.

During these discussions, it was suggested the remaining funds would be used in relation to Community Development needs. Staff recommended the Board approve an economic development incentive of \$100,000 for the new Smith Pharmacy building to aid in the financial feasibility of the project, support a long-standing local business, promote economic development, and encourage investment in the community. The remaining funds will be transferred to the Façade Loan Program.

Smith Pharmacy is a long-standing local business that provides high-quality pharmaceuticals to benefit both residents and the broader regional community. The Village aims to enhance the financial viability of this project by providing a development incentive, in exchange for their significant investment in a new facility and the increased tax base that will be generated. The project is expected to provide substantial economic benefits, with around 90% of patients coming from outside the Village that will potentially support other local businesses. Additionally, the project will create 20 new jobs, bringing the total employment at the facility to about 100.

Since the property is not located in a Tax Incremental District, the Village is being asked to approve a one-time \$100,000 financial incentive to help cover the development costs of the new facility.

The attached agreement provides the terms for the incentive and includes protections for the Village. No incentive will be paid unless they fulfill their obligations, mainly completion of their new facility by December 31, 2026. The property must also remain on the tax rolls so the village can benefit from the increased tax base in perpetuity.



Item For Consideration

Fiscal Impact: Please approve as part of the action the following necessary budget adjustments:

Small Business Micro Loan

Transfer out to Façade Renovation Loan Fund (Expense)	+\$111,312
Transfer out to General Fund (Expense)	+\$100,000

General Fund

Transfer in from other Funds (Revenue)	+\$100,000
Assigned Fund Balance Future Development Incentive (Equity)	+\$100,000

Façade Loan Fund

Transfer in from other Funds (Revenue)	+\$111,312
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Recommendation/Board Action: Staff recommends the Board approve the attached Development Agreement for Smith Pharmacy and corresponding budget adjustment.

Respectfully Submitted,
Jessica Titel, Community Development Director



Item For Consideration

For Board Review On: Wednesday, December 20th
Agenda Item Topic: Splash Pad – Change Order Credit

Prepared On: December 3, 2024
Prepared By: DPRF

Report: During the walkthrough stage of our Splash Pad project, Village staff and the design firm Parkitecture expressed concerns about a small "bird-bathing" area, which is a slight dip in the colored concrete that prevents water from draining properly. After discussions with professionals and contractors, it was recommended to add a shallow saw cut to channel the water to the drain rather than replacing that section of concrete.

The Park Planning Committee reviewed the proposal and supported Parkitecture's recommendation. The main concerns included potential damage to the water lines underneath and the aesthetic inconsistency of the colored concrete, as no two batches match perfectly. Ultimately, it was agreed that a \$6,000 credit would be issued to the Village for the bird-bathing spot, and the shallow saw cut will effectively resolve the drainage issue.

This credit will be processed through a change order, requiring Board approval for acceptance. Images are provided below for review.

Fiscal Impact: In total, \$6,000 is requested to be credited for the Splash Pad construction project. Please review Change Order No. 2 below for additional fiscal information.

Recommendation/Board Action: The Village Board accepts the attached Change Order for a credit of \$6,000 on the Splash Pad Project.

Respectfully Submitted,

John McDonald - Parks, Recreation, & Forestry



Change Order No. 2

Owner: Village of Little Chute
Project: 2024 Van Lieshout Splashpad
Contract No.: 23.014
Contracts Dated: May 6, 2024

Date: November 26th, 2024
Contractor: Vinton Construction Company
Original Contract Amount: \$575,619.07

You are directed to make the following changes to the Contract Bid Documents.

New Bid Item Descriptions:

(CO-2) Deduction/Credit for Concrete Finishing (Lump Sum) = (\$6,000.00)

Change Order No. 2 - Total = (\$6,000.00)

Reason for Change Order:

Vinton Construction and/or their sub-contractor's agree to credit the Village of Little Chute for work considered to be sub-standard as it relates to the concrete finishing in several areas of the colored concrete.

Contract Price		Contract Dates (Calendar Days)	
		To Substantial Completion	To Final Completion
Original Contract Amount:	<u>\$575,619.07</u>	Original Completion Date:	<u>N/A</u>
Previous Change Orders (ADD/DEDUCT):	<u>\$1,200.00</u>	Previous Change Orders (ADD/DEDUCT):	<u>8/30/2024</u>
This C.O. ADD/DEDUCT:	<u>- \$ 6,000.00</u>	This C.O. (ADD/DEDUCT):	<u>3 days</u>
Contract Price with all Approved Change Orders:	<u>\$570,819.07</u>	REVISED:	<u>N/A</u>
		Revised Completion Date:	<u>9/02/2024</u>

It is agreed by the Contractor that this Change Order includes any and all costs associated with or resulting from the change(s) ordered herein including all impact, delays, and acceleration costs. Other than the dollar amount and time allowance listed above, there shall be no further time or dollar compensation as a result of this Change Order.

THIS DOCUMENT SHALL BECOME AN AMENDMENT TO THE CONTRACT AND ALL STIPULATIONS AND COVENANTS OF THE CONTRACT SHALL APPLY HERETO.

RECOMMENDED:

By: Katherine MacDonald, PE
ENGINEER (Authorized Signature)

12/2/2024
Date

ACCEPTED:

By: _____
OWNER (Authorized Signature)

Date

ACCEPTED:

By: [Signature]
CONTRACTOR (Authorized Signature)

11/27/24
Date

23.014 / 2
Project Number Change Order No.



Item For Consideration

For Village Board Review On: 12/18/2024

Prepared On: 12/13/2024

Agenda Item Topic: Outagamie County Urban County
Trunk Highway Improvement Projects - Local Cost Share Policy

Prepared by: Matthew Woicsek,
ADPW

Report: Over the past several years, Outagamie County has undertaken a significant effort to update its current Local Cost Sharing Policy in order to expand and improve the County's bicycle and pedestrian network. The outcome of this effort led to Outagamie County's inaugural countywide Bicycle and Pedestrian Plan, which was adopted in November of 2023. One of the recommendations presented in the plan was to update the County's current administrative rule concerning capital and maintenance costs of urban highway improvements, AR 10-02, which has been in effect since 2010.

The purpose of the administrative rule is to define the criteria for county and local cost sharing on urban County Truck Highway (CTH) improvement projects. The goal is for Outagamie County's participation to reflect the county's benefit from construction of the improvement and to better connect land use decisions to the transportation costs directly related to those decisions. Given the local or municipal benefit of these projects, Outagamie County finds it appropriate for local jurisdictions or private developers immediately benefiting from a highway project to share in its costs. The county's policy is to fund or participate in funding projects identified as priorities in the county's long-term plans or that the county has identified as projects that meet regional multimodal goals.

The draft policy provides cost share on capital items for the planning, right of way acquisition, design, and construction phases of a project. The policy also defines the operation and maintenance responsibilities following completion of a project.



Item For Consideration

Updates to the draft policy include the following:

- Cost share for right of way acquisition is proposed at 50% County / 50% local. The current policy for right of way acquisition is 100% County funded.
- It is proposed that the County will participate in the cost sharing for Bicycle & Pedestrian Improvements on County Highways as follows:
 - 50% County / 50% Local for any bicycle/pedestrian facilities identified in the trail and bikeway recommendations contained within the Outagamie County Bicycle and Pedestrian Plan.
 - 75% County / 25% Local for any bicycle/pedestrian facilities that the Outagamie County Bicycle and Pedestrian Plan identifies as Highway Safety Priority Areas or Priority Corridors

Outagamie County is seeking input on the draft policy from local municipalities throughout the County prior to finalization, approval, and implementation of the updated administrative rule, by the County Board.

Fiscal Impact: Dependent on the project type and/or scope of the project.

Recommendation/Board Action: For Board discussion; comments to be passed onto Outagamie County.

Respectfully Submitted,

Matthew Woicek, PE
Assistant Director of Public Works

Outagamie County Urban County Trunk Highway Improvement Projects Local Cost Sharing Policy

Subject: Urban County Trunk Highway Improvement Projects - Local Cost Sharing

Number: **AR24-0X**

Effective Date: **Month XX, 2024**

Replaces: AR10-02

References: Ordinance J--1997-1998, Wisconsin Statutes Chapter 83, Chapter 84

Adopted: **Month XX, 2024**

Introduction and Purpose

The purpose of this administrative rule is to define the criteria for county and local cost sharing on urban County Trunk Highway (CTH) improvement projects. The goal is for Outagamie County's participation to reflect the county's benefit from construction of the improvement and to better connect land use decisions to the transportation costs directly related to those decisions. Given the local or municipal benefit of these projects, Outagamie County finds it appropriate for local jurisdictions or private developers immediately benefiting from a highway project to share in its costs. The county's policy, as described within this administrative rule, is to fund or participate in funding projects identified as priorities in the county's long-term plans or that the county has identified as projects that meet regional multimodal goals.

Statutory Authorizations

Wis. Stat. § 83.03(1) allows counties to *"construct or improve or repair or aid in constructing or improving or repairing any highway or bridge in the county."*

Wis. Stat § 83.03(2) prohibits counties from imposing upon municipalities to share costs of county road and bridge repair more than *"40% of the cost of the improvement but not over \$1,000 in any year..."* State statutes authorize municipalities to enter into voluntary agreements to contribute to such improvements.

Wis. Stat. § 83.035 provides that counties may *"enter into contracts with cities, villages or towns within the county borders to enable the county to construct and maintain streets and highways in such municipalities."*

Wis. Stat. § 83.04 provides that the highway commissioner may employ and purchase the necessary labor and materials to construct or improve highways by contract or otherwise. This section also provides payment procedures for contracted projects.

Wis. Stat. § 83.05 provides for cost sharing arrangements when local units of government request improvement projects to portions of the system of county aid highways within the local jurisdiction. These projects are completed under the supervision of the respective city, village, or town, but subject to inspection of the county highway commissioner.

Definitions

Outagamie County defines an ***Urban County Trunk Highway Improvement*** as any improvement that results in the construction of new curb and gutter to better accommodate existing or proposed development or as an improvement that provides for capacity expansion in the form of additional travel lanes necessary to better accommodate existing or design year traffic due to local development and growth. Capacity expansion includes continuous expansion in the form of through lanes, changes to the system or network that allow for expanded active transportation facilities, or expansion at intersections, including high volume intersections, that result in added or expanded lanes or additional features.

Application

This administrative rule shall apply to all Urban County Trunk Highway Improvements through or adjacent to incorporated municipalities. The county will not undertake any improvements, including design and/or planning studies, without prior county and municipal budgetary approval. A project cost sharing agreement that specifies local and county involvement with respect to funding a project must be signed before the Outagamie County Highway Department will prepare or participate in the preparation of any detailed designs, acquisition of right-of-way, or the construction of a project under this policy. Such agreement shall contain all cost sharing categories and the financial commitments of the parties toward the Urban County Trunk Highway Improvement. A condition of such agreement shall be that if a municipality, after signing a cost share agreement, withdraws from a project it will pay to the county any costs incurred by the county as part of the project. The County Board of Supervisors may, pursuant to Wis. Stat. § 83.03(1), authorize an Urban County Trunk Highway Improvement without a cost sharing agreement.

If more than one municipality receives immediate benefit from a proposed Urban County Trunk Highway Improvement, the allocation(s) of costs between units of government will be generally based on the front footage of the project within each respective jurisdiction. Outagamie County recognizes that a municipality located at a project terminus may receive immediate benefit of such project and therefore may require that municipality to be a participant in project cost sharing.

The Outagamie County Highway Commissioner shall negotiate and execute agreements under this administrative rule.

Federal, State, or Third Party Involvement

When federal, state, or third party funding applies to a project, whether allocated to a local unit of government or directly to the county, the recipient shall apply funds to the gross amount of the project with the remaining balance divided in accordance with this administrative rule. When required by federal,

state, or third party award requirement(s), the county will participate in its prescribed share of each project according to federal and state statutes, administrative rules, and/or federal, state, or third party policies. Nothing in this administrative rule shall supersede or replace federal or state requirements. In the event the aforementioned policies do not describe a particular item, the guidance outlined in this administrative rule shall apply.

Local Cost Sharing Policy for Capital Costs

It is Outagamie County's policy to cost share on capital items as outlined in the table below subject to the conditions and descriptions for each item enumerated in the following pages.

Capital Item	County Share	Municipal Share
Planning and Engineering	50%	50%
Right-of-Way	50%	50%
Storm Sewers	50%	50%
Sanitary Sewers and Water Mains	0%	100%
Bridges	50%	50%
Roadway Lighting	Safety Only	100%
Traffic Signals and Signing	50%	50%
Pavement Marking	50%	50%
Roadway Pavement, Grading, and Base	50%	50%
Erosion Control and Site Restoration	50%	50%
Landscaping and Aesthetics	50%	50%
Bicycle and Pedestrian Facilities: Outagamie County Bicycle and Pedestrian Plan Network	50%	50%
Bicycle and Pedestrian Facilities: Highway Safety Priority Areas or Priority Corridors	75%	25%
Bicycle and Pedestrian Facilities: Other Roadways	0% or Upon Approval	100% or Upon Approval

Cost Sharing Criteria Defined

Planning and Engineering

The County will share 50% of all planning and engineering costs. The County encourages local unit(s) of government to participate in the public involvement and design phases of the project to ensure that local needs are realized and satisfied.

Right-of-Way

The County will share 50% of all costs associated with obtaining roadway right-of-way(s). The County shall gain sole ownership of all roadway right-of-ways, however, if the County and municipality so desire, they may establish an agreement to share the ownership, responsibility, and maintenance of any right-of-way.

Storm Sewers

The County will share 50% of the costs of all storm water facilities necessary to drain the roadway. Any overbuild, as determined by the Highway Commissioner, will solely be the responsibility of the local unit(s) of government.

Sanitary Sewers and Water Mains

The County will not share in the costs of placing, adjusting, relocating, repairing, or replacing any sanitary sewer or water main, or associated appurtenances within or adjacent to the improvement project. Any adjustments or modification to local sanitary sewer or water mains will solely be the responsibility of the utility owner or local municipality.

Bridges

The County will share 50% of the costs of any bridge widening or construction associated with a bridge widening project. This rule shall also apply to bridge replacement projects with County responsibility based upon the guidance found in the Local Bridge Petition policy and applicable statewide policy (i.e. Trans 207).

Roadway Lighting

The County will generally not share in roadway lighting costs. The County may incur roadway lighting costs at the discretion of the Highway Commissioner for safety related improvements only.

Traffic Signals and Signing

The County will assume the costs of highway signing, with the exception of parking or restrictive parking signs, for which the County will not share costs. The County will assume 50% of all costs involved in traffic signal installations, which shall meet the warrants of the Manual on Uniform Traffic Control Devices, and applicable standards.

Pavement Marking

The County will share 50% the costs of all original centerline or lane line markings. All bicycle and pedestrian markings shall be at the expense of the municipality except for routes that are part of the Outagamie County Bicycle & Pedestrian Plan network, at which the County will share 50% of the costs.

Roadway Pavement, Grading, and Base

The County will share 50% the costs associated with construction of the roadway pavement, grading, and base.

Erosion Control and Site Restoration

The County will share 50% of the costs of seeding and sodding within the right-of-way. Sodding costs assumed by the County will be limited to areas where it is intended to control erosion, or it is the only viable alternative for right-of-way restoration (i.e. areas where seed & mulch will not suffice).

Landscaping and Aesthetics

The County will share 50% of the costs of landscaping and aesthetics within the right-of-way for projects of County importance as determined and endorsed by the Highway, Recycling, and Solid Waste Committee. The Highway Commissioner and the Development & Land Services Director shall make a recommendation to the committee relative to the need for County contribution to landscaping and aesthetic improvements.

Bicycle and Pedestrian Facilities

The County will participate in up to 50% of the initial construction costs for any bicycle/pedestrian facilities identified in the trail and bikeway recommendations contained within the Outagamie County Bicycle and Pedestrian Plan (the trail network). The County will participate in up to 75% of the initial construction costs for any bicycle/pedestrian facilities that the Outagamie County Bicycle and Pedestrian Plan identifies as Highway Safety Priority Areas or Priority Corridors. Bicycle and pedestrian facilities in other areas deemed appropriate by the Highway Commissioner and approved by the Highway, Recycling, and Solid Waste Committee may be cost shared in an amount determined at the time of approval. Any additional bicycle/pedestrian facilities requested solely by the local government will be the financial responsibility of the local unit of government.

Operation and Maintenance Duties Defined

It is Outagamie County's policy to participate in the ongoing operation and maintenance of capital assets defined in this policy and as outlined below:

Outagamie County Responsibilities

- Highway pavement surface and roadway base bounded by flangelines of curb and gutter and terminating at the end of the radius.
- Roadway and/or mainline culverts that are independent of the storm sewer system.
- Roadway signing and pavement markings necessary for safe operation & control of vehicular traffic.
- Median or splitter island surfacing (when applicable).
- Traffic signal system including all associated pull boxes, bases, signal poles/arms, signal heads, vehicle detection system and signal controller/cabinet(s).
- Street lighting required for the safety & operation of an intersection.
- Mowing (non-aesthetic) and brush clearing within the highway right-of-way.
- Snow removal and de-icing of roadway and pavement areas.
- Maintaining records of the highway and right-of-way, including utility and access permits.

Municipal Responsibilities

- Roadway pavement located along connecting side streets beyond termini defined above.
- Curb and gutter along the County Trunk Highway and any connecting streets.
- Storm sewer castings, drainage pipes, structures, & ancillary stormwater treatment features.
- Street name signing.
- Signing and pavement markings associated with sidewalks, bicycle lanes, and/or multi-modal facilities.
- Street lighting not attached to a traffic signal standard or defined above.
- Trees, shrubs, aesthetic mowing, and landscaping features located within the highway right-of-way.
- Snow removal and de-icing of sidewalks and multimodal facilities.
- Local utility mains and/or service lines including sanitary sewers, water mains, and other utility infrastructure.
- Local utility appurtenances located in the right-of-way including manholes, water valves, etc.
- Additional amenities requested and funded by the municipality.

URBAN COUNTY TRUNK HIGHWAY IMPROVEMENT PROJECTS LOCAL COST SHARING POLICY

Subject: Urban County Trunk Highway Improvement Projects Local Cost Sharing
Number: AR10-02
Effective Date: September 28, 2010
Replaces: AR98-01
References: Ordinance J--1997-1998, Wisconsin Statutes Chapter 83, Chapter 84
Adopted: September 14, 2010

DEFINITIONS

Urban County Trunk Highway Improvement is any improvement that results in the construction of new curb and gutter which is continuous in nature to better accommodate existing or proposed development; or as an improvement that provides for capacity expansion in the form of additional travel lanes necessary to better accommodate existing or design year traffic due to local development and growth. Capacity expansion could be made to include continuous expansion in the form of through lanes, or expansion at intersections or high volume intersections where localized needs only are needed.

INTRODUCTION

Section 83.03(1), Wisconsin Statutes, allows counties to “construct or improve or repair or aid in constructing or improving or repairing any highway or bridge in the county.”

Section 83.03(2), Wisconsin Statutes, prohibits counties from imposing upon municipalities to share costs of county road and bridge repair beyond “40% of the cost of the improvement but not over \$1,000 in any year...”. Municipalities are allowed to enter into voluntary agreements to contribute to such improvements.

Section 83.035, Wisconsin Statutes, provides that counties may “enter into contracts with cities, villages or towns within the county borders to enable the county to construct and maintain streets and highways in such municipalities.”

Section 83.04, Wisconsin Statutes, provides that the highway commissioner may employ and purchase the necessary labor and materials to construct or improve highways by contract or otherwise. This section also provides payment procedures for contracted projects.

Section 83.05, Wisconsin Statutes, provides for cost sharing arrangements when local units of government request improvement projects to portions of the system of county aid highways within the local jurisdiction. These projects are done under the supervision of the respective city, village, or town, but subject to the inspection of the county highway commissioner.

PURPOSE

The purpose of this administrative rule is to define the criteria for local cost sharing on urban County Trunk Highway improvement projects. The goal is to have the level of participation reflect the benefit from the improvement being made and to link land use decisions to the transportation costs directly related to those decisions. It is appropriate for the local jurisdictions or private developers immediately benefiting from a highway project to share in its costs.

APPLICATION

This administrative rule shall apply to joint improvement projects on urban County Trunk Highways, for multi-lane or widened highways through or adjacent to incorporated municipalities. It should be noted there will be no joint projects without prior County approval and funds budgeted by the parties. A project cost sharing agreement (County/Municipality Agreement) that specifies the local and County involvement in funding a project is to be signed before the Outagamie County Public Works Department (Highway Division) will prepare, or participate in the preparation of, detailed designs, acquire right-of-way, or participate in the construction of a project under this policy.

If more than one municipality receives immediate benefit of an urban County Trunk Highway improvement project, the allocations of costs between units of government will generally be based on the front footage of the project within the respective jurisdictions. It is recognized that a municipality located at a project terminus may receive immediate benefit of such project and may, therefore, be a participant in project cost sharing.

When federal or third party funding is applied to the project, whether allocated to the local unit of government or the County, it will be applied to the gross amount of the project with the remaining balance divided in accordance with the cost sharing agreement.

Prior to commencement of construction, and after project funds are appropriated, a formal written agreement will be entered into by the County and the local unit(s) of government participating in the project. Such agreement will contain all cost sharing items and the financial commitments of the parties toward the urban County Trunk Highway improvement project. A condition of such agreement shall be that if a municipality, after signing an agreement, withdraws from a project it will pay to the County any costs incurred by the County as part of the project.

Agreements under this administrative rule shall be negotiated by the Outagamie County Public Works Director and shall be reviewed by the County's Corporation Counsel.

EFFECTIVE DATE

This administrative rule shall become effective upon passage by the Outagamie County Board of

Supervisors.

ADMINISTRATIVE RULE

Pursuant to this administrative rule, Outagamie County will not begin the construction or improvement C including detailed designs and right-of-way acquisition – of an urban County Trunk Highway without first obtaining a written project cost sharing agreement with those local jurisdictions immediately benefiting from the proposed project. Additionally, there will be no joint projects without prior County approval and funds budgeted by the parties.

The County Board of Supervisors may, pursuant to Section 83.03(1), Wisconsin Statutes, authorize an urban County Trunk Highway improvement project without a cost sharing agreement.

COST SHARING CRITERIA DEFINED

Engineering:	The County will share one-half (½) the engineering costs. The local unit(s) of government shall participate in the public involvement phase of the project to ensure that local needs are met.
Right-of-Way:	The County shall obtain, gain sole ownership, and assume all costs associated with roadway right-of-way. However, if a municipality wishes to occupy the right-of-way a permit shall be obtained from the County.
Storm Sewers:	The County will share in one-half (½) of the costs of all storm water facilities necessary to drain the roadway. Any overbuild will be the responsibility of the local unit(s) of government. After the completion of the project, the maintenance of the storm sewer system will be the responsibility of the local unit(s) of government, which will also be responsible for any sump pump drains attached to the storm sewer.
Sanitary Sewers and Water Mains:	The County will not share in the costs of adjusting, relocating, repairing, placing, or replacing any sanitary sewer or water main, or appurtenances within or adjacent to the improvement project. Any adjustments or modification to local sanitary sewer or water mains will be the responsibility of the owner.
Bridges:	The County will share in one-half (½) the costs of any bridge widening or construction involved in the project.
Road Lighting:	The County will not share in roadway lighting costs.

Traffic Lights
and Signing:

The County will assume the costs of highway signing, with the exception of parking or restrictive parking signs, for which the County will not share costs. The County will assume one-half (½) of all costs involved in traffic light installations which meet the warrants of the Uniform Manual Traffic Controls and Devices. A separate agreement will be required for traffic signal maintenance.

Roadway Pavement,
Grading and Base:

The County will share in one-half (½) the costs associated with the pavement, grading and base.

Landscaping:

The County will share in one-half (½) the costs of general landscaping (seeding and sodding) within the right-of-way. Sodding costs assumed by the County will be limited to areas where it is intended to control erosion, or it is the only viable alternative for right-of-way restoration (areas where seed mulch won't suffice). Major plantings as requested by the municipality shall be the municipality's sole expense.

Pavement Marking:

The County will share in one-half (½) the costs of all original thermoplastic center line or lane markings. All pedestrian markings shall be at the expense of the municipality.

*Bicycle/Pedestrian
Facilities:*

In the event that it is determined by the WDOT to include bicycle/pedestrian facilities into the project, as per §84.01(35) the county will participate in one-half (1/2) of the initial construction costs. Any additional bicycle/pedestrian facilities requested by the local government will be the financial responsibility of the local unit of government.

OUTAGAMIE COUNTY
Public Works Department – Division of Highways
1313 Holland Road
Appleton, Wisconsin 54911-8947

COUNTY/MUNICIPAL AGREEMENT

FOR AN URBAN COUNTY TRUNK HIGHWAY IMPROVEMENT PROJECT
(Reference: Sections 83.03, 83.035, 83.04 or 83.05, Wis. Stats.)

DATE: _____
PROJECT #: _____
HIGHWAY: _____
LIMITS: _____
MUNICIPALITY: _____

The signatory municipality (Municipality), through its undersigned duly authorized officer(s) or official(s), hereby requests Outagamie County (County), through its Public Works Department – Division of Highways, to initiate proceedings and to effect the construction of the highway or street improvement described herein.

Project Description:

PROJECT COST ESTIMATE AND PERCENTAGE OF PARTICIPATION

1. Itemize total estimated costs, less federal/third party funds, less non-participating items to determine total estimated participating costs.
2. Indicate County share (50%) and dollar value of participating costs
3. Indicate share and dollar value by Municipality of participating costs, itemize non-participating items, and indicate total share and cost.

Graphic Summary:

PHASE	*****ESTIMATED COST*****						
	Total Estimated Cost	Federal Funds HES	%	County Funds	%	Local Municipality Funds	%
Engineering Design							
Construction							
Total							

TERMS AND CONDITIONS

This request for programming, engineering design and construction of an urban county trunk highway improvement is subject to the terms and conditions that follow and is made by the undersigned under proper authority to make such requests for the designated Municipality and upon acceptance by the Director of Public Works shall constitute an agreement between the County and the Municipality, unless specifically modified or amended by supplemental written agreement between the County and the Municipality.

1. This agreement is for the scope of work described herein. Additional agreements for this project, between the County and the Municipality, will be prepared if necessary.
2. This is a joint agreement between the County and the Municipality. The Municipality will be kept informed on the project status and will have input regarding the project.
3. The funds to be provided by the Municipality will be deposited with the County.
4. If the Municipality should withdraw from the project, it will pay to the County any costs incurred by the County on behalf of the project.
5. The project costs in the agreement are estimates. The municipality will be invoiced periodically, based on actual costs incurred.

OUTAGAMIE COUNTY

BY:

Name/Title	DATE
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Name/Title	DATE
------------	------

MUNICIPALITY

BY:

Name/Title	DATE
------------	------

Name/Title _____ DATE _____

BY:

Name/Title	DATE
------------	------

Name/Title	DATE
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BY:

Name/Title	DATE
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Name/Title
DATE

BY:

Name/Title	DATE
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Name/Title _____ DATE _____



Outagamie County Administrative Rule Revisions

Presentation to Municipalities
November 18, 2024



Background & History

- Previous rule was last revised in 2010 (1998 version)
- Establishes the cost share policy for County-Local shared highway improvement projects
- Founded upon state statutes, but also establishes maintenance responsibility
- Several changes in statewide policy and recent implementation of countywide Bicycle-Pedestrian Plan have driven the need for update
- Updates recommended as part of Bicycle-Pedestrian Plan



Outagamie County Bicycle & Pedestrian Plan

- Adopted by County Board: Nov. 6, 2023
- Establishes recommended networks, highway safety priority areas, & policy / program recommendations
- Implementation: 2024 +



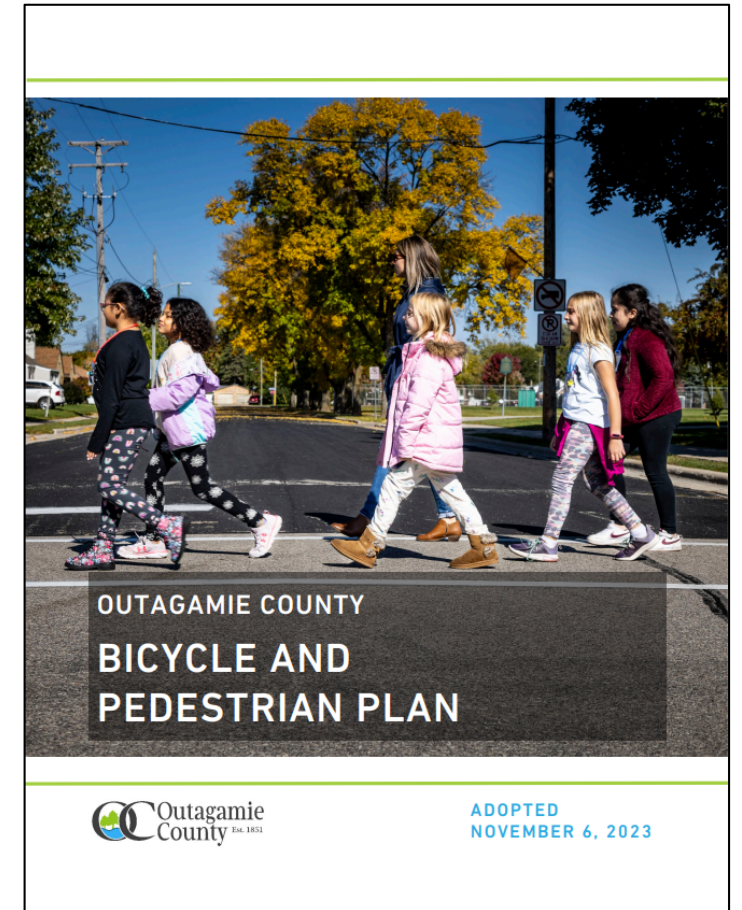
INCREASE WALKING
AND BIKING



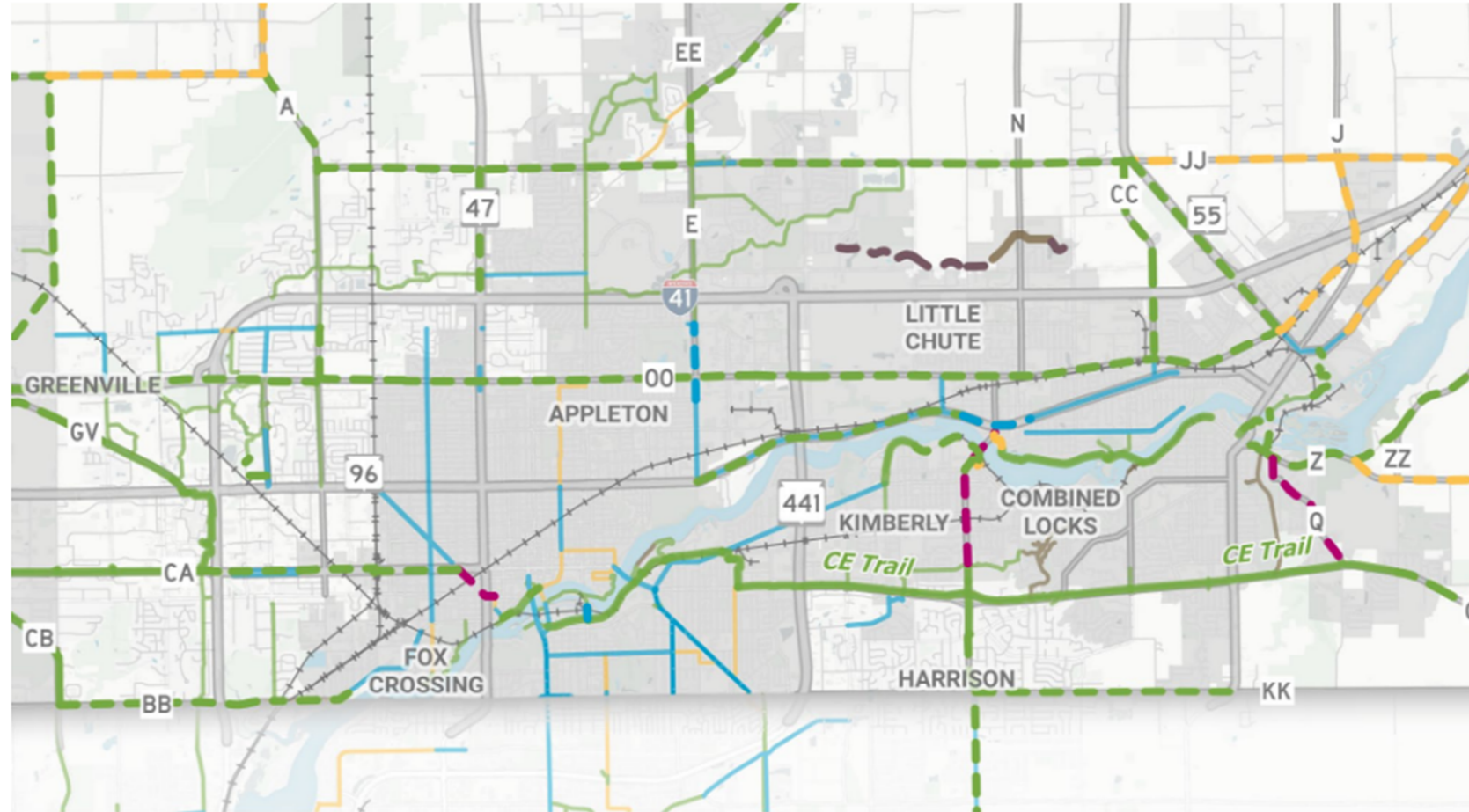
PRIORITIZE
SAFETY



PROMOTE
EQUITY



Recommended Network

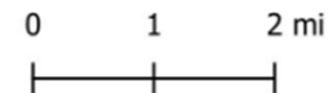


Existing Trails and Bikeways

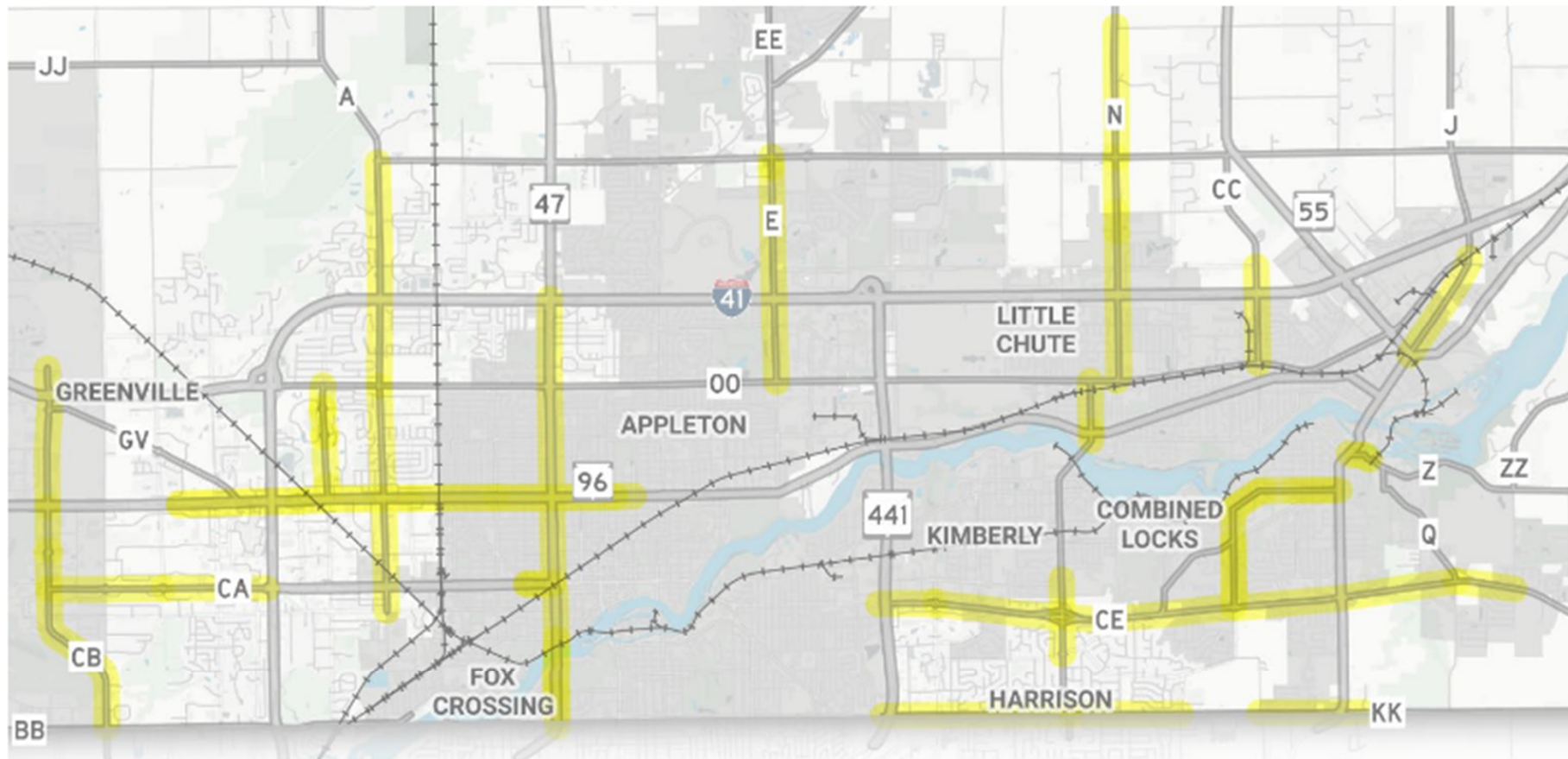
- Paved Trail
- Unpaved Trail
- Bike Lane
- Bike Route

Recommended Trails and Bikeways


- Paved Trail
- Unpaved Trail
- Bike Lane
- Bike Route
- Protected Bike Lane

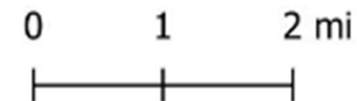


Recommended Network – Safety Priority Areas



Highway Safety Priority Areas

-  Prioritize pedestrian and bicycle infrastructure. Use typical highway cross sections in Plan when planning and designing repaving and reconstruction projects.



Proposed Administrative Rule

Previous Rule (AR10-02)

Proposed Rule (AR25-XX)

Planning & Engineering	50% County / 50% Local	50% County / 50% Local
Storm Sewer	50% County / 50% Local	50% County / 50% Local
Structures	50% County / 50% Local	50% County / 50% Local
Signals ¹ , Signing, Marking	50% County / 50% Local	50% County / 50% Local
Landscaping & Aesthetics ²	50% County / 50% Local	50% County / 50% Local
Pavement, Grading, Base	50% County / 50% Local	50% County / 50% Local
Right of Way ³	100% County	50% County / 50% Local

¹ *Traffic signal must meet warrants per MUTCD*

² *Does not include major plantings at Municipality's request*

³ *County shall retain title of all R/W pending mutual agreement*



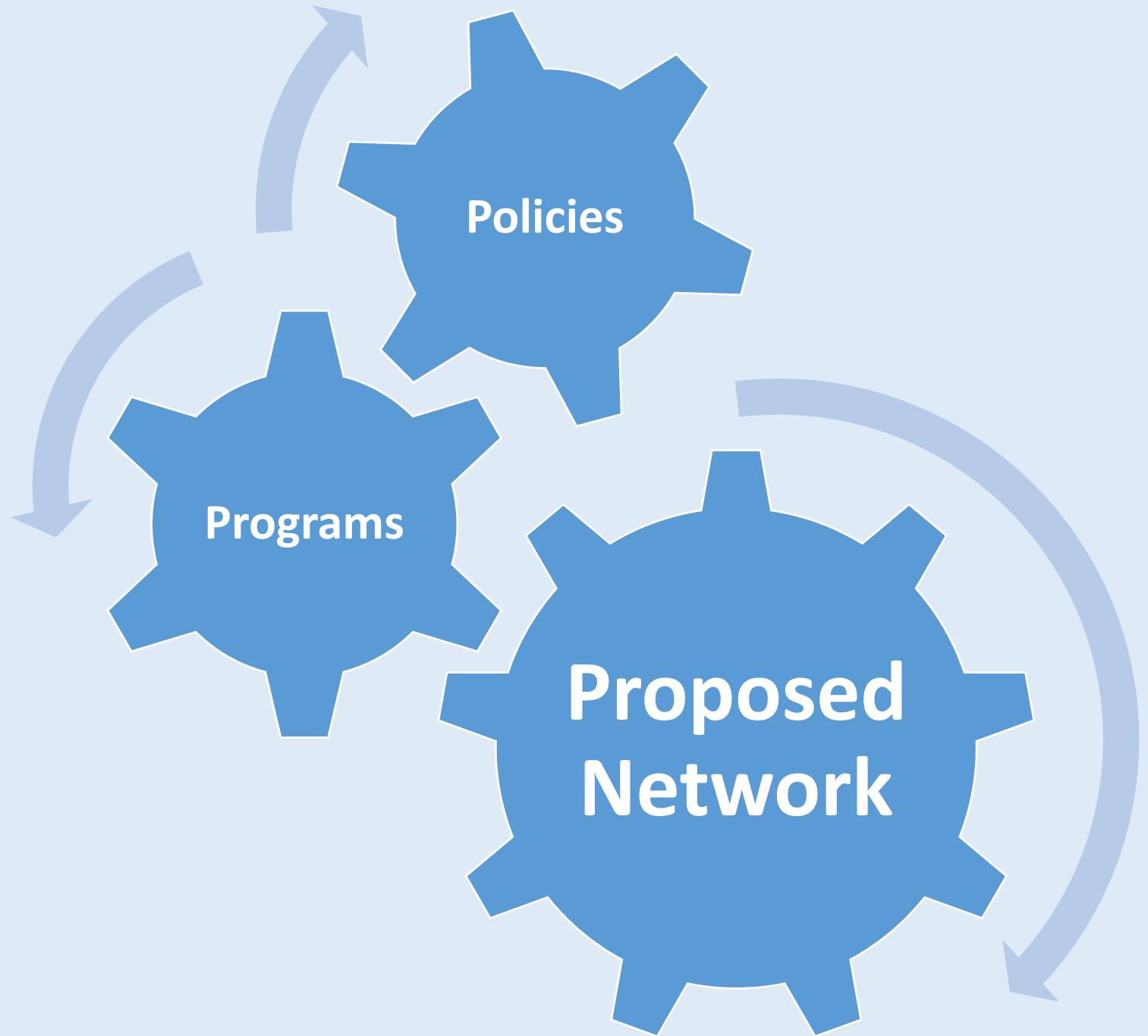
Proposed Administrative Rule – Bike/Ped

	<u>Previous Rule (AR10-02)</u>	<u>Proposed Rule (AR25-XX)</u>
Bicycle & Ped. Improvements ¹	0% County / 100% Local	(see below)
On County Network		50% County / 50% Local
Hwy Safety Priority Areas/Corridors		75% County / 25% Local
Other Roadways		0% County / 100% Local

¹ *Only when required by project funding agreement (i.e. WisDOT State-Municipal Agreement)
Otherwise, 100% funding by municipality*



Implementation



Proposed Administrative Rule – Next Steps

- 11/18/24 (Today): Listening session w/ Municipalities
- January 2024: Listening session w/ Townships
- Winter 2025: Final revisions & committee presentation
- Spring 2025: Anticipated approval of updated rule & beginning of implementation



**INCREASE WALKING
AND BIKING**



**PRIORITIZE
SAFETY**



**PROMOTE
EQUITY**



Questions & Open Discussion



Figure 5. RiverHeath Trail, Appleton