



## Reopening Village of Little Chute Facilities

Throughout the COVID-19 crisis, the team at the Village of Little Chute has remained committed and flexible to ensure the delivery of services to the residents of our community. The Village of Little Chute is working for reopening of various facilities to the general public. Little Chute's approach is complementary to the guidelines and recommendations of the State of Wisconsin Department of Health Services (DHS), the Centers for Disease Control (CDC), and the Wisconsin Economic Development Corporation (WEDC). The Village's resource page on all COVID-19 related matters can be found here: <https://www.littlechutewi.org/624/Response-to-COVID-19>

The health and safety of the community, staff, and visitors remain our top priority. Throughout the reopening efforts, we will continue to be flexible, adjusting our response based on guidance from Outagamie County Public Health, DHS, and the CDC.

For any business that needs to be conducted with the Village of Little Chute, we ask that you first visit our website or call the appropriate office or staff person. We offer most services without making an in-person visit. Here are some helpful pages that will enable you to stay connected digitally:

- Staff Directory - <http://www.littlechutewi.org/directory.aspx>
- Village Board Directory - <http://www.littlechutewi.org/59/Meet-the-Village-Board>
- Online Permit information - <http://www.littlechutewi.org/99/Permits>
- E-Services - <http://www.littlechutewi.org/9/E-Services>
- Department COVID Updates - <https://www.littlechutewi.org/624/Response-to-COVID-19>

Should you choose to visit one of our facilities, please be assured the following measures are in place:

- Plexi-glass dividers will be present at all public facing counters
- Social distancing measures will be in place to limit the number of people in facilities when necessary
- Hand sanitizer will be available at all entrances
- Increased frequency of cleaning and disinfecting all surfaces
- Staff are encouraged to wear face coverings when in public settings where other physical barriers or social distancing measures are difficult to maintain
- Single use pens

General Public Guidelines - We need your help to ensure we best keep you and our staff healthy. Please help us by continuing to follow these general guidelines:

- Stay home if you are feeling sick
- Practice social distancing and maintain 6 feet of distance whenever possible
- Each facility will have 6 foot markings to assist with social distancing

- Each facility may have unique instructions for entrance and exit. Please be respectful and cognizant of these instructions and guidelines for your safety, your neighbors, and our staff
- Per CDC recommendation, wear a face covering if you are able when in public
- Practice proper handwashing by washing your hands with soap and water for 20 seconds

Facility Reopening Information - Beginning on Tuesday, May 26 at 8:00 a.m.:

- The Village Hall will be open to the public in order to conduct in-person business. Building inspection and zoning permit requests shall be conducted by appointment only.
- The Fox Valley Metro Police Department lobby will be open to conduct in person business.
- The Kimberly – Little Chute Library will be open for limited business and you should check their website here for updates on schedule and offerings: <https://www.kimlit.org/>
- Park facilities will be open for general use. Public restrooms are tentatively slated to open on May 26<sup>th</sup>, 2020.

Village Board Meeting and Other Meeting Information:

- Village Board and other public open meetings will continue to take place as scheduled.
- Meetings will be held in a virtual format with instructions for each meeting contained in the agenda
- You can find agenda information here: <http://www.littlechutewi.org/127/Agendas-and-Minutes>
- While the Board room will be open for meetings, most staff and board members will be attending virtually

Questions, comments or concerns can be directed to the Village Administrator James Fenlon. James can be reached at [james@littlechutewi.org](mailto:james@littlechutewi.org) or 920-423-3850.

Resources:

1. Outagamie County Department of Health and Human Services - <https://www.littlechutewi.org/DocumentCenter/View/5703/2020515-OC-Recommendations->
2. Wisconsin Economic Development Corporation (WEDC)
  - a) Reopen Guidelines - <https://wecd.org/reopen-guidelines/>
  - b) Reopen Guidelines for public facilities - <https://wecd.org/wp-content/uploads/2020/05/COVID-19-Public-Facilities-Guidelines.pdf>
3. Centers for Disease Control (CDC) - <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>