



AGENDA

REGULAR BOARD MEETING

PLACE: Little Chute Village Hall
DATE: Wednesday, March 21, 2018
TIME: 6:00 p.m.

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—February Fire, FVMPD Monthly Reports and February Report
- G. Approval of Minutes
Minutes of the Committee of the Whole Meeting of March 14, 2018
- H. Public Hearing—Zoning Code Article 1 Section 44-20—Regulation of Private Deed Restrictions and Real Estate Covenants Within Business Districts
- I. Resolutions:
 - a) *Adopt Resolution No. 9, Series of 2018 Proclaiming Arbor Day in the Village of Little Chute, Outagamie County*
 - b) *Adopt Resolution No. 10, Series 2018 Authorizing the Execution and Delivery of Documents Relating to the Fox Cities Exhibition Center Project*
 - c) *Adopt Resolution No. 11, Series 2018 Helene Altergott Family Corporation CSM*
 - d) *Adopt Resolution No. 12, Series 2018 Approving the 2018 MS4 General Permit Annual Report*
 - e) *Adopt Resolution No. 13, Series 2018 Approval to Obtain a Cost Share Grant from the Bay Lake Regional Planning Commission for the Purpose of Funding Emerald Ash Borer Mitigation Project*
- J. Ordinances:
 - a) *Adopt Ordinance No. 4, Series 2018 An Ordinance Amending the Zoning Code Article 1 In General, of the Village of Little Chute Municipal Code by Creating Section 44-20 Regulation of Private Deed Restrictions and Real Estate Covenants Within Business District*
 - b) *Adopt Ordinance No. 5, Series 2018 An Annexation Ordinance Annexing Territory From the Town of Vandenbroek Where Electors Reside in the Territory*

- K. Department of Officers Progress Reports
- L. Action—Approve Application for Outdoor Alcoholic Beverage Permit for McMahon Vandenberg Inc/Village Lanes
- M. Action—Wayfinding 2018
- N. Discussion/Action—DPW Engineering Job Descriptions and Wage Scales
- O. Disbursement List
- P. Call for Unfinished Business
- Q. Items for Future Agendas
- R. Closed Sessions:
 - a) 19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Village Administrator Annual Review*
- S. Return to Open Session
- T. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made with as much advance notice as possible to the Clerk's Office at 108 West Main Street, (920) 423-3852, email: Laurie@littlechutewi.org Prepared: March 23, 2018

**LCFD Incident Report
February 2018
Number of responses: 7
Last years: 12
YTD: 21**

02/10/2018 19:15 Assist FVMPD gaining access to a garage due to a vehicle running inside (unknown if occupied) @ 1420 Holland Road

02/12/2018 17:39 Structure fire @ 1008 Rolling Meadows Drive, garage fully involved, 1 resident received 2nd degree burns, 1 firefighter had smoke inhalation.

02/12/2018 18:09 Gas leak @ 629 Jefferson Street, Kimberly Fire Department assisted due to LCFD was at a structure fire

02/18/18 00:33 Carbon monoxide alarm @ 1301 Rosehill Road Unit 55, found CO readings in the apt. due to a gas fireplace

02/19/18 12:17 Fire in duct work @ Van Zeelands Manuf. 1200 Moasis Drive

02/20/18 13:23 Oil spill @ 412 W. Elm Drive, oil container fell off the back of a truck, approx. 2 gallons of oil spilled on the road surface

02/21/18 07:51 Scene Safety call @ 1420 Washington Street lot #33 (Dutch Harbor) vehicle vs. car port, disconnect the power to car port.

Incident Count by Incident Type

PremierOne CAD

Represents calls for service for the month of

February

2018

Incident Type Description	Incident Count
TRAFFIC STOP	269
ASSIST	99
CRIME PREVENTION	58
ACCIDENT	37
WELFARE CHECK	36
911 HANG UP	30
OPEN DOOR	28
RECKLESS DRIVING	26
MEDICAL	26
ANIMAL	23
MOTORIST ASSIST	22
JUVENILE COMPLAINTS	18
SUSPICIOUS SITUATION	16
TRUANCY	15
TRAFFIC HAZARD	14
ORDINANCE	14
PARKING COMPLAINT	12
HARASSMENT	12
SUSPICIOUS VEHICLE	11
TRAFFIC SAFETY INCIDENTS	10
ALARM	9
DRUGS	8
FIRE CALL	7
THEFT	7
FRAUD	6
LOST / FOUND	6
DISORDERLY CONDUCT	6
DISTURBANCE	5
DAMAGE TO PROPERTY	5
911 ASSIST	5
NOISE COMPLAINT	5
WARRANT	5
SUSPICIOUS PERSON	4
DOMESTIC DISTURBANCE	4
BATTERY	3
SEX OFFENSE	3
TRESPASSING	2
VIOLATION OF COURT ORDER	2
BUILDING SECURITY	2
CIVIL MATTER	2

Incident Count by Incident Type

PremierOne CAD

COMPUTER CRIME	2
ALCOHOL	2
AUTO THEFT	2
RUNAWAY	2
EMERGENCY COMMITTAL	2
MISSING PERSON	1
ACCIDENT WITH INJURY	1
BURGLARY	1
DEATH	1
Total	886

VILLAGE OF LITTLE CHUTE MONTHLY REPORT – FEBRUARY 2018



Little Chute

ESTABLISHED 1848

February 2018

Village Administrator 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 – FEBRUARY 2018

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 on a monthly basis. 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.

You will note upcoming village events also in this report. This information is meant to drive more publicity and participation at village programs while also hoping that we have a great distribution of information to residents. We will also be taking the event information submitted in this document and incorporating that into the village's official calendar on our website.

Department Overview

The report will track monthly activities for the following:

- Upcoming Events
- Village Administrator
- Clerk
- Community Development
- Finance Department
- Fox Valley Metro Police Department
- Kimberly/Little Chute Library
- Parks, Recreation and Forestry Department
- Department of Public Works
- Engineering Department

Questions or Comments

Should you have questions or comments with the information contained herein, please contact the Village Administrator:

James P. Fenlon
Village Administrator
108 W. Main Street
Little Chute, WI 54140
920-423-3850
james@littlechutewi.org

Upcoming Village Events

- **KimLit's YAM AIR Art Party** **Tuesday, March 27, 2018 - 5:30pm to 7:30pm** **Kimberly Public Library** A YAM AIR Party!??! Yes... you heard that right! YAM= Youth Art Month April is Youth Art Month, so we are kicking things off on Tuesday, March 27th by showing off the paintings the high school students worked on, inspired by Cristian's style of painting. AIR= Artist in Residence Cristian Andersson of Matchbook Studio, LLC (link is external) is working with Kimberly High School students in the month of March.
- **Evening Book Club: Salt to the Sea** **Monday, March 19, 2018 - 6:30pm to 8:00pm** **Little Chute Public Library** - The Evening Book Club meets on the third Monday of each month at 6:30 p.m. at the Little Chute Public Library This month's title will be Salt to the Sea. Winter 1945. WWII. Four refugees. Four stories. Each one born of a different homeland; each one hunted, and haunted, by tragedy, lies, war. As thousands desperately flock to the coast in the midst of a Soviet advance, four paths converge, vying for passage aboard the Wilhelm Gustloff, a ship that promises safety and freedom. But not all promises can be kept . . .
- **Tech Tuesdays: Little Chute** **Tuesday, March 20, 2018 - 1:00pm to 4:00pm** **Little Chute Public Library** - Tech Tuesdays are a service the library provides for our seniors or others who want a little extra technology help. Appointments are available each month. Just stop by the library or call at 788-7515 to set up a time today. Appointments will also be available at the Kimberly Library on March 13th.
- **Midweek Matinee: Murder on the Orient Express** **Wednesday, March 21, 2018 - 1:00pm to 3:00pm** **Kimberly Public Library** - Join us for a relaxing afternoon at the movies! March's feature is Murder on the Orient Express. A lavish trip through Europe quickly unfolds into a race against time to solve a murder aboard a train. When an avalanche stops the Orient Express dead in its tracks, the world's greatest detective -- Hercule Poirot -- arrives to interrogate all passengers and search for clues before the killer can strike again. Rated PG-13.
- **Master Gardener Presents: Veggies in the Flower Bed** **Monday, March 26, 2018 - 6:30pm to 7:30pm** **Little Chute Public Library** This free program (held the fourth Monday of each month from January thru October) will be held at our Little Chute location and does not require registration. As always, feel free to RSVP, invite friends and get connected, invite friends and RSVP in the Facebook event (link is external).
- **Family Movie: Ferdinand** **Tuesday, March 27, 2018 - 6:00pm to 7:30pm** **Kimberly Public Library** Inspired by the beloved book The Story of Ferdinand by Munro Leaf, Ferdinand tells the story of a giant bull with a big heart. After being mistaken for a dangerous beast, he is captured and torn from his home. Determined to return to his family, he rallies a misfit team on the ultimate adventure. Rated PG. Free popcorn.
- **Fox Valley Memory Project Memory Café** **Wednesday, March 28, 2018 - 1:00pm to 3:00pm** **Kimberly Public Library** - Memory Cafes welcome those experiencing early stage dementia, mild memory loss or cognitive impairment as well as family and friends of those affected. It's a great opportunity for lively discussions, information gathering, refreshments, camaraderie and lots of creative fun! Please be aware that our policy is that for safety reasons, everyone needs to attend with at least 1 partner. A collaboration of the Fox Valley Memory Project, Village of Kimberly Parks and Recreation, and Kimberly Little Chute Library
- **Wisconsin's Gangster Past with Chad Lewis** **Thursday, April 5, 2018 - 6:30pm to 8:00pm** **Kimberly Public Library** Put on your zoot suit and follow in the footsteps of America's most infamous gangsters as they turn Wisconsin into their personal crime vacation land. Filled with deadly bank

robberies, explosive shootouts, brutal murders, and daring kidnappings, this presentation lets the audience discover the grisly locations where the gangster history will never die.

- **Classic Movie Monday: Bringing Up Baby Monday, April 9, 2018 - 1:00pm to 3:00pm Little Chute Public Library** Enjoy a free afternoon at the movies each month for a favorite classic film! This month's film is Bringing Up Baby starring Cary Grant and Katherine Hepburn. While trying to secure a \$1 million donation for his museum, a befuddled paleontologist is pursued by a flighty and often irritating heiress and her pet leopard, Baby. Refreshments will be provided. Brought to you in partnership with Little Chute Park & Rec.
- **Books & Brews April 2018 Thursday, April 12, 2018 - 7:00pm to 8:30pm Seth's Coffee (106 E Main St, Little Chute)** Title: Lilac Girls Author: Martha Hall Kelly Books & Brews meets on the second Thursday of the month at 7:00 p.m. at Seth's Coffee in Little Chute. New members welcome... just read the book and show up!
- **Second Saturdays Saturday, April 14, 2018 - 10:00am to 1:00pm Little Chute Public Library** Second Saturdays are all about casual convo, coffee, community, art making, music and more! Chat with a friend, enjoy a special art project or be your sweet introverted self by curling up with the newspaper or working on our community puzzles. Bring your own project or play with our supplies or specific projects we have available. There are plenty of things to do for all ages! No registration or fees are required for Second Saturdays. Second Saturdays are also great days to check out some movies and books for the weekend, view and ask questions about the current exhibit that is on display.
- **Evening Book Club Monday, April 16, 2018 - 6:30pm to 8:00pm Little Chute Public Library** The Evening Book Club meets on the third Monday of each month at 6:30 p.m. at the Little Chute Public Library.
- **Midweek Matinee: The Post Wednesday, April 18, 2018 - 1:00pm to 3:00pm Kimberly Public Library** - Join us for a relaxing afternoon at the movies! April's feature is The Post. A cover-up that spanned four U.S. Presidents pushed the country's first female newspaper publisher and a hard-driving editor to join an unprecedented battle between the press and the government. Rated PG-13
- **Culinary Third Thursdays Thursday, April 19, 2018 - 6:00pm to 7:30pm Little Chute Public Library** Culinary Third Thursday themes vary each session, but happen every month at our Little Chute location. Generally, Chef Megan walks us through how to prepare a few dishes, allowing time for questions throughout, while giving tricks and pointers about preparing various foods. After the demos, class ends with tasting and socializing. You will bring home a few recipes, but also the confidence and knowledge for other similar pairings and your own future culinary exploits. Third Thursdays typically do not require registration. We welcome attendees as kitchen space allows.
- **Master Gardener Presents Monday, April 23, 2018 - 6:30pm to 7:30pm Little Chute Public Library** This free program (held the fourth Monday of each month from January thru October) will be held at our Little Chute location and does not require registration. As always, feel free to RSVP, invite friends and get connected on our Facebook page ([link is external](#)) or the event! ([link is external](#))
- **Fox Valley Memory Project Memory Café Wednesday, April 25, 2018 - 1:00pm to 3:00pm Kimberly Public Library** - Memory Cafes welcome those experiencing early stage dementia, mild memory loss or cognitive impairment as well as family and friends of those affected. It's a great opportunity for lively discussions, information gathering, refreshments, camaraderie and lots of creative fun! Please be aware that our policy is that for safety reasons, everyone needs to attend with at least 1 partner. A collaboration of the Fox Valley Memory Project, Village of Kimberly Parks and Recreation, and Kimberly Little Chute Library.

Village Administrator

HIGHLIGHTS

- Presented the Robert A. Nechodom Award to Gene and Virgie Janssen (Congrats!).
- The Village Board approved the start of a Quiet Zone Study.
- Amended the Façade Program and started planning for other programs within the Downtown Master Plan.
- Finalized appointments and organizational efforts related to the Outagamie County Landfill and submitted required documentation to the State of Wisconsin.
- Scheduled 1st Quarter Training and 2018 Wellness opportunities for village staff.
- Approved the site plan for the Bridgewater Development.
- Hired a recruiting consultant to provide assistance in the recruitment of a new DPW Director.
- Finalized efforts related to Civic Center renovations (presentations coming in March).
- Attended the groundbreaking for the new Trigger Action Sports/CR Structures building at Randolph Drive in Little Chute.
- Worked with Kaukauna Utilities for a presentation and solution to the decorative lights in Downtown.

TOP PRIORITIES FOR MARCH

- Execute the training and host the health screenings for the 2018 Wellness program.
- Present policy recommendations related to Downtown Master Plan, namely incentive programs related to signage and rent incentives.
- Work with staff to finalize efforts for the Municipal Services Building (yard waste, salt storage and other amenities that need to be completed).
- Continue to work with the Town of Grand Chute with regards to Evergreen Drive reconstruction.
- Adopt ordinance language with efforts related to lead water laterals.
- Finalize language for a side agreement to contract language with the Fox Valley Metro Police Department Professional Police Association concerning uniform reimbursements.
- Finalize efforts related to the financing for the Fox Cities Exhibition Center.

Clerk

HIGHLIGHTS

We had well over the state average of voters even with the weather event that closed down our schools and some business' for our February election. Our residents welcomed the chance to be the first to use the new voting equipment and they were impressed. Just a reminder that the Spring Election will be April 4th and the polls are open from 7 AM – 8 PM. If you need to register please come by the Clerk's office and we will be happy to assist you. As always, we believe in opening the early voting once we receive our ballots. If you would like to avoid the lines on Election Day but aren't sure if early voting is open, please call us at (920) 423-3851.

TOP PRIORITIES FOR MARCH

- Pre-lat Testing
- Open early voting
- Send out Absentee Ballots
- Conduct Election Training
- Village Market initial selections
- Communication Calendar updates for the next quarter
- Agendas and Minutes for 6 meetings
- Supply ordering
- Operator/Solicitor licensing
- Social media/website posting and monitoring
- Weekly Maintenance Reports
- Civic Center/Village Hall rentals

Community Development

HIGHLIGHTS

- Attended connect communities meeting in Burlington.
- Met with Commercial Builders regarding sites in village.
- Continued Inspections of homes, apartments and commercial projects.
- Created annexation petitions, ordinances, and State documents for lands along Evergreen Drive.
- Created petition for annexing lands along Freedom Road.
- Attended Rock the Block and Bazaar after dark organizational meetings
- Working on 2018 Property Valuations.
- KU street lighting meeting

TOP PRIORITIES FOR MARCH

- Meet with builders about upcoming commercial projects.
- Valley Transit Strategic Plan committee meeting.
- Meeting with owners regarding requests for annexation petitions along Holland Road.
- Continued Inspections of homes, apartments and commercial projects.
- Working on 2018 Property Valuations.
- Ordinance public hearing on Regulation of private deed restrictions within business districts.
- Ordinances annexing lands from Vandenbroek.

COMMUNITY DEVELOPMENT FEBRUARY DATA

Community Development Department 2018 Permit Data

	January-18	February-18	2018 TOTALS	2017 TOTALS
Permits Issued	24	26	50	644
Property Complaints	2	2	4	37
Property/Field Inspections	51	56	107	1067
Letters Sent			0	0
Action Corrected			0	21
Referred for Action	1	1	2	0
Ongoing	1	1	2	16

Community Development Department 2018 Permit Data

	January-18	February-18	2018 TOTALS	2017 TOTALS
Permits Issued	24	26	50	644
Permit Fees	\$3,450	\$15,837	\$19,287	\$114,330
Permit Value	\$4,911,678	\$6,668,997	\$11,580,675	\$35,708,279

Finance Department

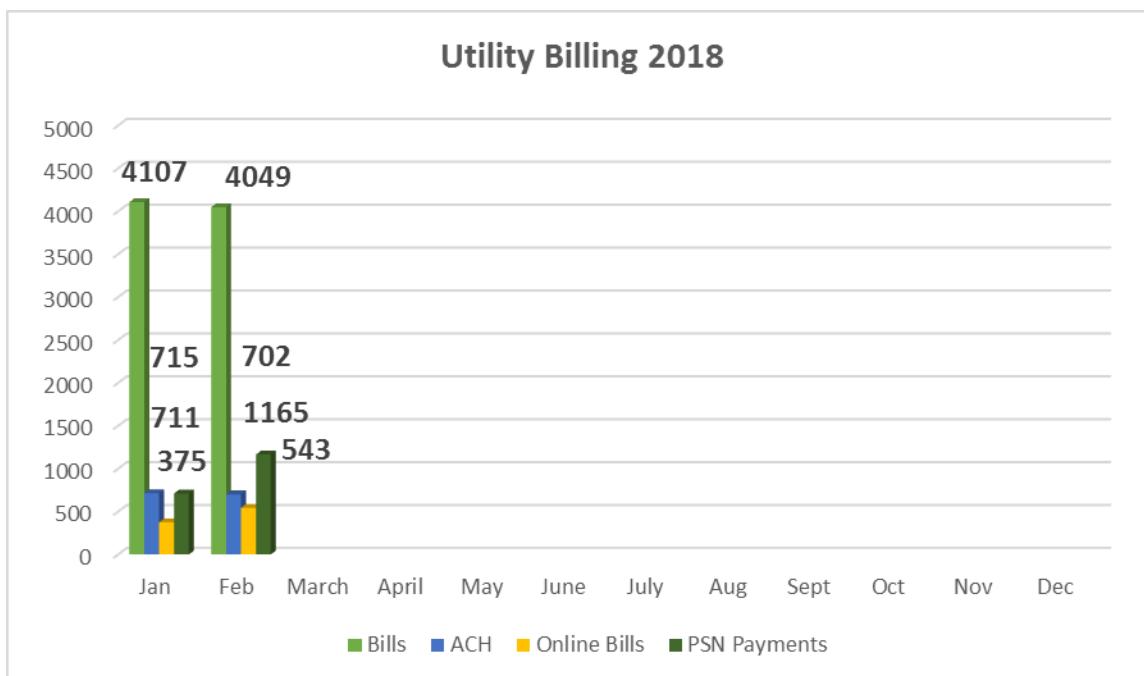
HIGHLIGHTS

- 4,049 Utility Bills created and 702 ACH payments processed by the Village.
- 58 Service Orders (Final Reads, High/Low Reads) for Utility Billing created and coordinated with MCO.
- 543 ratepayers opted out of postcard billing and 1,165 ratepayers utilized PSN for payments through February 28, 2018.
- 253 Landlord Notices were mailed for delinquency notification.
- 2,020 Property Tax Payments Processed. 84.831% of Property Tax Payments were processed at Village Hall. Property Tax Settlement completed with Outagamie County on February 20, 2018.
- Attend Ehlers Conference – February 8–9, 2018 (Finance Director).
- Attend February Utility Commission Meeting.

TOP PRIORITIES FOR MARCH

- Finalize Audit Preparation – Audit Scheduled for April 16-18, 2018.
- PSC Report Due April 1, 2018.
- Room Tax Commission Quarterly Meeting – Monday, March 19, 2018.
- Staff Vacations – March 21 – March 26, 2018 (Accountant), April 2 – April 10, 2018 (Utility Billing Clerk)
- Mail Harvest Trail Special Assessment Bills – Dated April 1, 2018.
- Dog License Renewals Due by March 31, 2018.

FINANCE DEPARTMENT FEBRUARY DATA





Fox Valley Metro Police Department

HIGHLIGHTS

- Officer Stahmann's ICAC case involving Garrett Header was in the USA Today on February 20th
- Officers are working with our licensed establishments to prevent them selling/serving alcohol to a resident who is a chronic alcoholic. This individual is using a lot department resources and Gold Cross ambulance resources.
- The officer hiring process continued with interviews and the Police Commission interview scheduled for March 6th.
- The department had eight (8) OWI arrests in February
- Implementation for the new Spillman CAD/RMS continued. The department coordinators, Officers Steeber and Officer Gueli, continued system setup for the department. Officer Steeber attended one hundred fifty (150) hours of training for implementation. Officer Gueli attended sixty-five (65) hours of training for implementation. Each Officer was required to watch five (5) hours of tutorial videos prior to their eight (8) hour in-person training. Our agency experts will attend more than fifty (50) hours of training. Each Telecommunicator was required to watch five (5) hours of tutorial videos prior to their eight (8) hour in-person training. Deployment of this project will continue through June.
- Updates the garage, new paint, cabinets and lighting, were completed. Thank You to Lt. Ulman, Lt. Wery and Lt. Slotke for all the hours you worked to update the garage. First time the garage was painted since the late 1980's. First new cabinets and organization since the early 1990's.
- Department conducted a number of Unified Tactics (UT) trainings. Officers continued to attend Legal Update training
- Lt. Wery continued his new Lieutenant training/field training
- The officer hiring process continued
- Case Highlights:**
 - On Sunday, February 18th Officer Lambie and Officer Weisnicht discovered and underage drinking party at the Quality Inn and Suites. Ten underage consumption citations were issued.
 - Conducted a search warrant with LWAM on Wilson Street in Little Chute. A large quantity of marijuana (pounds) and cash (thousands) was confiscated.
 - Investigation continued on our thefts from vehicles at the YMCA and Dog Park. It is a multi-state theft ring. We are investigating this jointly with the City of Oak Creek, WI Police Department. Oak Creek Police arrested two suspects in these thefts from at least four (4) different states. Our departments have the majority of information collected on the suspects. The Department of Homeland Security declined to investigate this case. We are coordinating, with Oak Creek Police, and the four other states on this case.

TOP PRIORITIES FOR MARCH

- Telecommunicator job responsibilities and priorities
 - Working on our data entry back log of one to two months
- Organizing and securing evidence storage at Combined Locks
- Continuation of Officer hiring process
- Continuation of Unified Tactics (UT) training

Kimberly/Little Chute Joint Public Library

HIGHLIGHTS

- Completed RFID hardware installation
- Replaced barcode scanners to expedite registration and allow phone photo of card
- Completed space needs assessment in Kimberly
- First Kimberly Library interior block plan completed

TOP PRIORITIES FOR MARCH

- Full participation in wage study for library staff
- Complete RFID tagging in Kimberly
- Continue to make software updates for self service
- Training staff on new equipment
- Prepare for Joint Board library review
- Create a plan for furniture in YA departments and Adult seating
- Prepare for summer reading program
- Prepare for mystery event
- Create Downtown art plan w/Village of Little Chute
- Prepare for launch short story club in cooperation w/ Hollanders and Tanners

JOINT LIBRARY FEBRUARY DATA

MONTHLY STATISTICS REPORT - KIMBERLY-LITTLE CHUTE PUBLIC LIBRARY - FEBRUARY 2018							
Category		Current Month KIM	Current Month LT	Current Month Combined	YTD Combined	Previous Year Comparison % Change	
Circulation		11462	8424	19886	41183	20380 -2%	
Collections	Title count	42139	41339	83478	93722	-11%	
	Item count	44282	42941	87223	98061	-11%	
Computer Use		515	384	899	1932	912 -1%	
Interlibrary Loan	Items borrowed	3248	1983	5231	11301	5083 3%	
	Items loaned	2524	2736	5260	11600	4751 11%	
Library Card Holders (quarterly)	Adult						
	Juvenile						
	Total						
Overdrive Usage	eBook uses	Overdrive Statistic Reports are now run on the 15th of the month. Future reports will be for previous month.					
	Audiobook uses						
	Magazine uses						
Patron Visits		5651	4331	9982	20606	8410 19%	
Programming	Adults	4	5	7	19	7 0%	
	Children	9	6	15	28	17 -12%	
	Teens		1	1	1	2 0%	
	Community (all ages)	0	2	2	2		
	1000 Books	1	1	2	2	2 0%	
	Outreach						
Program Attendance	Adults	29	57	91	227	112 -19%	
	Children	411	116	527	875	332 59%	
	Teens	0	1	1	1	80 -99%	
	Community (all ages)	0	84	84	84		
	1000 Books	5	2	3	3	8 -63%	
	Outreach						
Drop-In Programming	Literacy stations	3	3	6	8	4 50%	
	Participation	36	46	82	346	310 -74%	
Web Site Hits				8555	18656	8421 2%	
Wireless	Distinct clients	366	468	834	1715	745 12%	
	Daily average	28	43	71	142	66 8%	
Social Media	Facebook fans			1446	1089	33%	
	Pinterest followers			162	156	4%	
	Twitter followers			111	88	26%	
	YouTube views			24832	23105	7%	
Hoopla		September	October	November	December	January February	
		27	30	30	40	86 95	
	Audiobook	0	0	0	4	22 9	
	Comics	15	13	27	43	66 40	
	Ebook	12	22	18	23	32 22	
	Movie	11	9	14	16	19 16	
	Music	2	1	3	1	17 16	

Parks, Recreation and Forestry Department

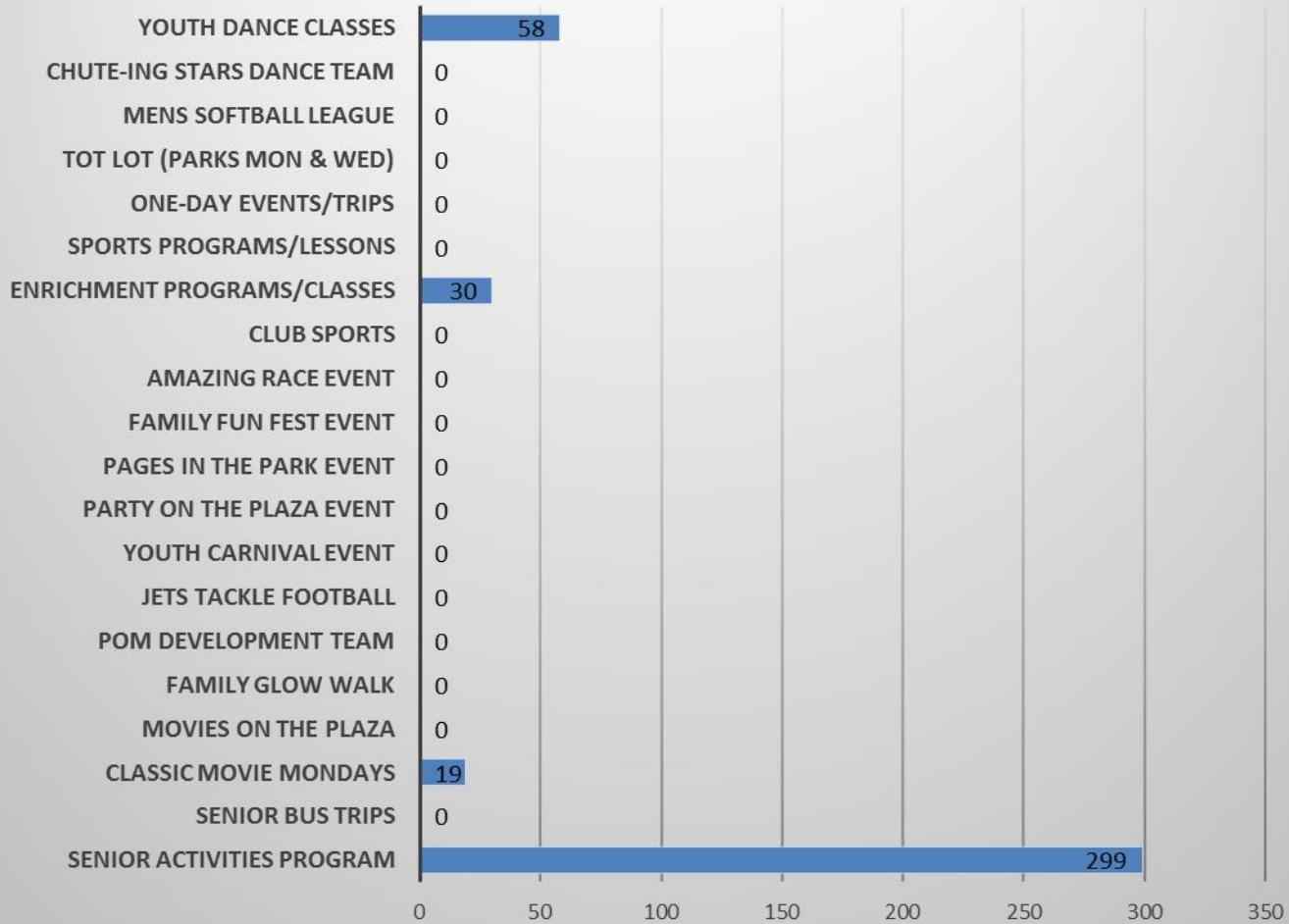
HIGHLIGHTS

- Director attended his second Certified Tree Management Institute class through the WI DNR.
- Coordinated with the engineering department on a plan for both public and private trees in the areas of the three road projects.
- Advertised for summer part-time job opportunities with parks/forestry/streets, recreation, and the pool.
- Maple Tree Tapping Program at Heesakker Park began. We had 3 registrations for this program.
- Sent out applications to last year's Village Market vendors and entertainers. Posted applications online and began advertising for new vendors and entertainers in 2018.
- Youth dance program classes started on February 15 – total of 5 classes taught on Thursday evenings for kids age 3 to 11.
- Finalized 2018 Spring/Summer Program Book and approved printing.
- Started entry of rec programs and descriptions in RecDesk software program to prepare for start of registration March 19.
- Attended Chute-ing Stars Dance Team Show Off with LCHS Dance Team on February 25; followed by Chute-ing Stars team awards gathering.
- Letters of intent to officiate mailed to men's softball officials.

TOP PRIORITIES FOR MARCH

- Mail letters to businesses/organizations requesting sponsors of kids tee shirts for summer and fall rec programs
- Receive program books from printer then prepare for mailing with post office – deliver books to post office 3/13 for LC resident delivery 3/14.
- Finish tree trimming in section A by middle of the month.
- Review applications for summer help following 3/9 submittal deadline. Schedule interviews for later in month with selected applicants.
- Mail men's softball team managers the 2018 season registration paperwork.
- Prep work for Arbor Day ceremony in April (*coordinate with 4th grade teachers & local nursery, submit proclamation for event*).
- Prep work for Chute-ing Stars Dance Team tryouts (*dancer/parent information packet, season practice schedule, confirm facilities*).
- Submit Proclamations for April board meeting to recognize 2017-2018 season accomplishments of Chute-ing Stars Dance Team and the LCHS Dance Team.
- Enter all spring and summer programs into our RecDesk software.
- Plan for the Rock the Block event and the projects at Heesakker Park
- Work with the Little Chute Kiwanis on a potential plan for a Creekview Park playground.
- Present items to the Village Board on the Doyle Pool, EAB Plan for Village Tree, and the Fox River Boardwalk.
- Meet with vendors and contractors to get quotes on 2018 projects and fleet purchases.

2018 Year-To-Date PROGRAM PARTICIPATION



2018 Year-To-Date SHELTER/FACILITY/FIELD USAGE



Department of Public Works

HIGHLIGHTS

- Nine snow events in the month of February – two of which were full plow programs and all others light snow or icing which were salt events.
- 180 ton of road salt was used in February.
- Charlie Vanden Heuvel and Jeff Elrick's retirement party was held at Hollander's on February 22nd. Thanks to both employees for their many years of service.
- Called out to areas of frozen mini storm sewers and helped maintain water break patches.
- 2018 street sign order placed.
- Keeping up with potholes and the downtown crosswalks.

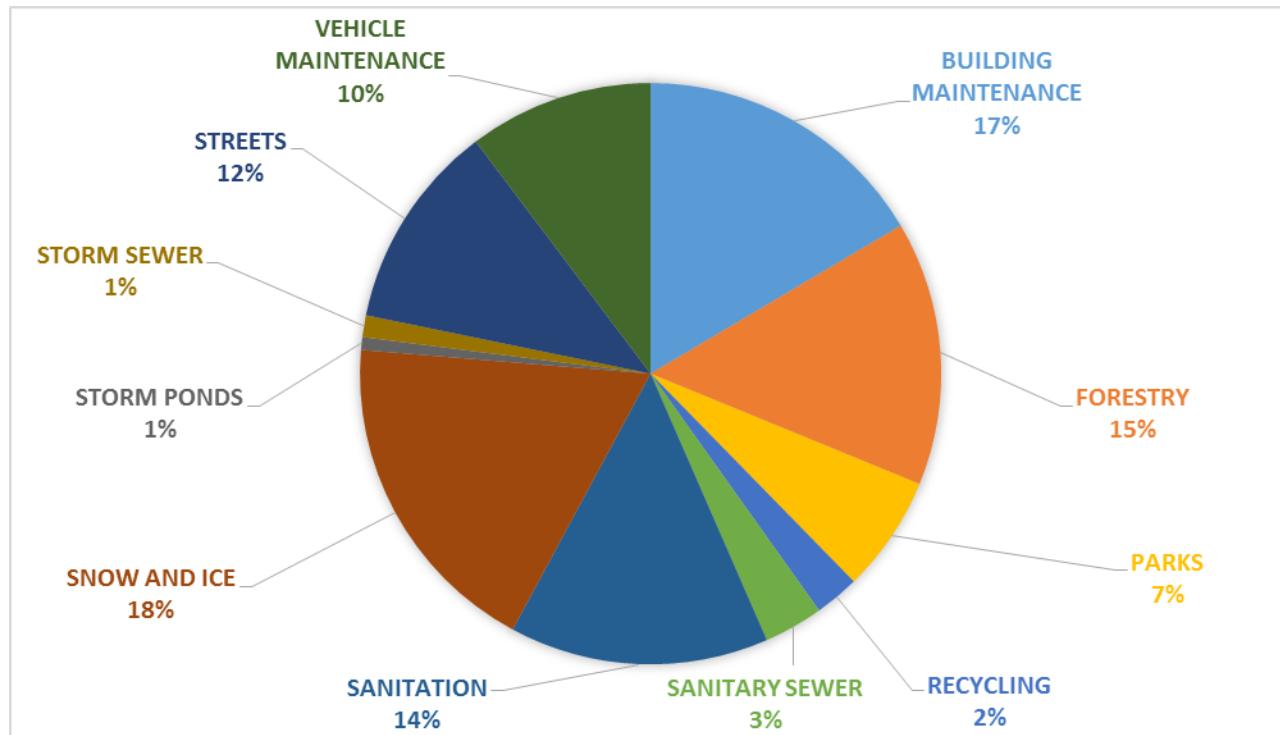
TOP PRIORITIES FOR MARCH

- Salt and plow the Village as needed to keep streets safe.
- Work on opening the yard waste site.
- Continue with preventative sewer maintenance with the jetter.

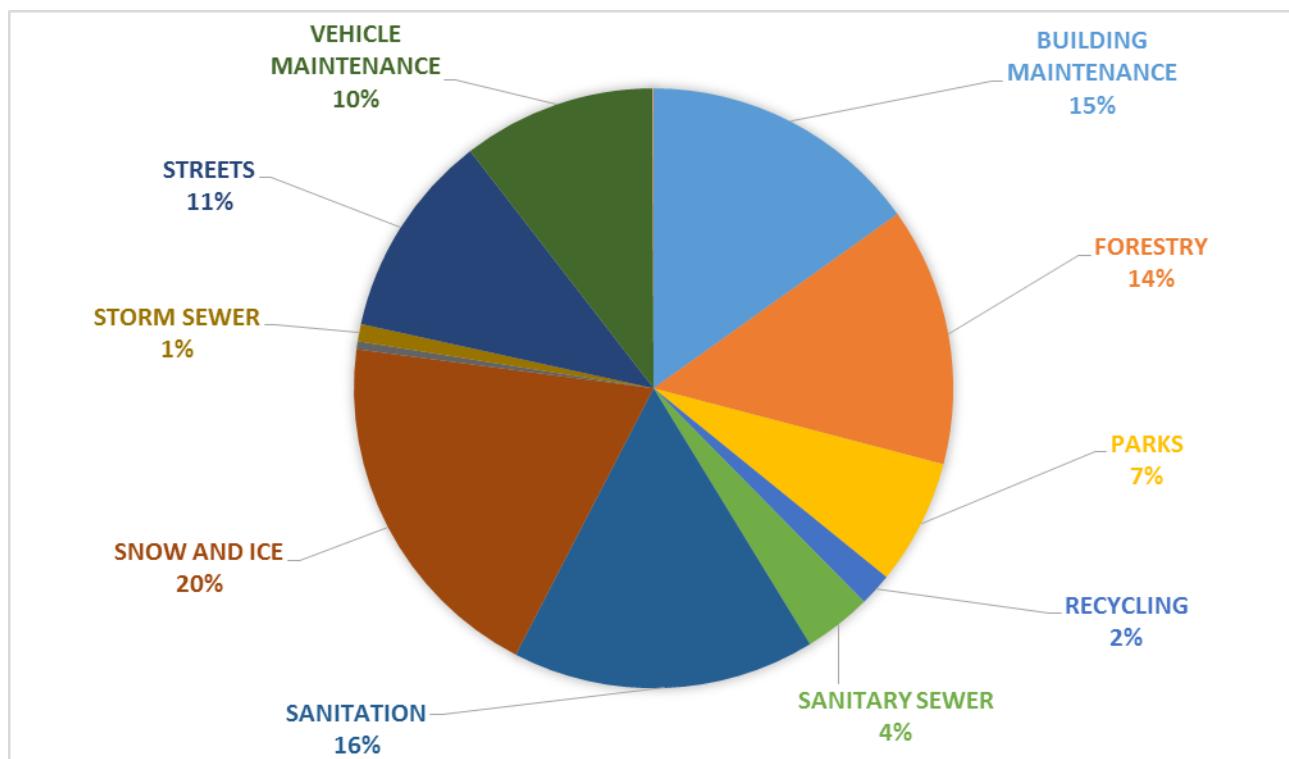


Jeff Elrick, Director of Public Works (left) and
Charlie Vanden Heuvel, Public Works/Parks/Forestry Employee (right)
Retirement Party at Hollander's - February 22nd

FEBRUARY Department of Public Works & Parks Department Hours Worked (Includes Full & Part-time Hours)



Hours Worked Year to Date (Includes Full & Part-time Hours)



Engineering Department

HIGHLIGHTS

- The Final Engineer's Report for Harvest Trail Paving was completed, presented to the Village board and approved.
- With the village board's approval the railroad quiet zone study is moving forward and the contract is was signed for the project to proceed.
- Plans for Paving and Utility Construction for 2018 continue to develop with 95% complete for design.
- Utility construction in Golden Gate Drive is complerted. We are waiting to begin grading for the road pavement when the contractor is ready to proceed.

TOP PRIORITIES FOR MARCH

Wilson Street & Daytona Lane Paving and Utility Projects 2018

The Utility and Concrete Paving Projects for 2018 are going out for bid on March 15, 2018.

Golden Gate Drive

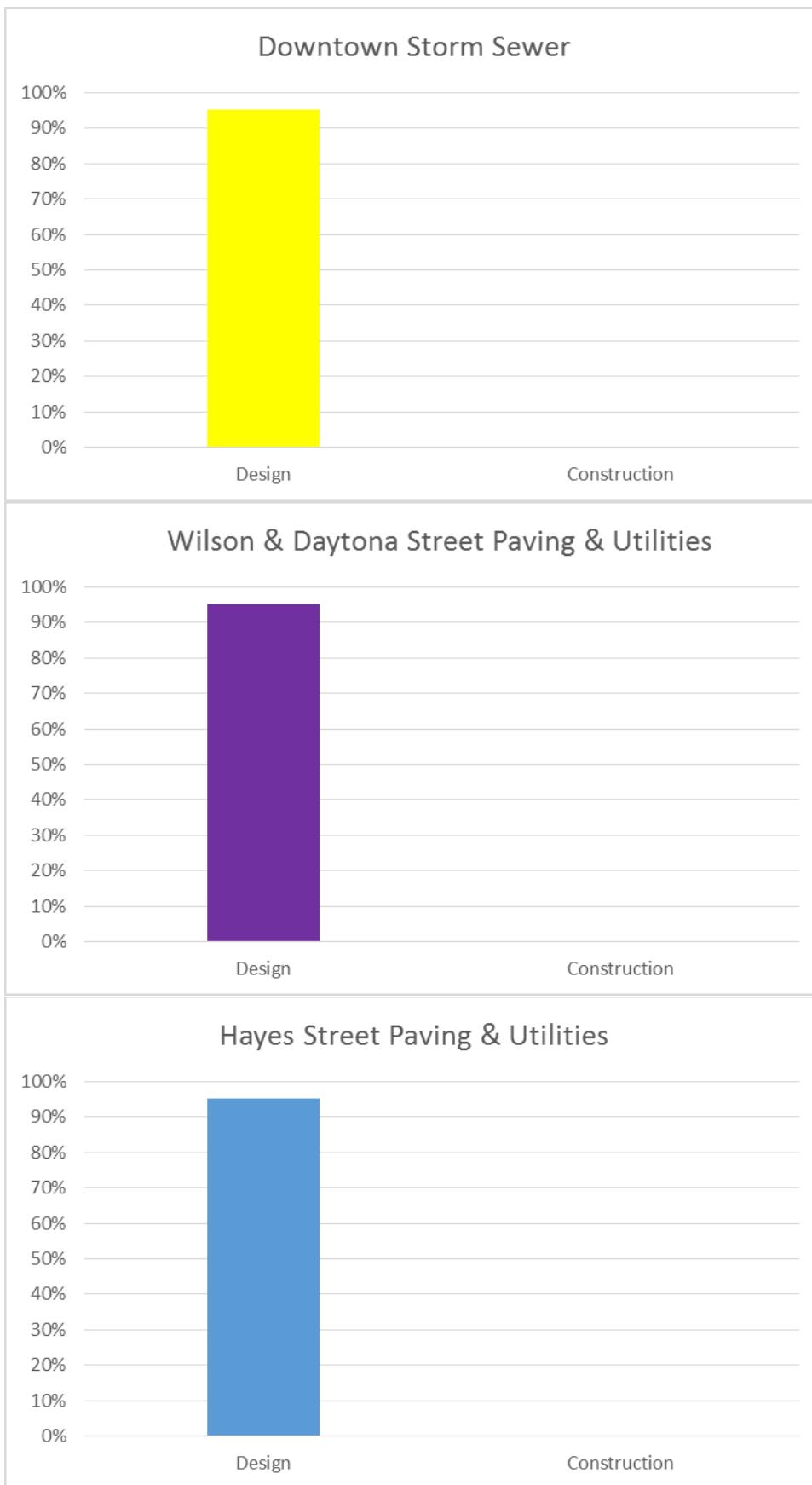
The contractor will begin as soon as possible but is waiting for good weather for grading and paving operations. I would expect that construction will proceed in April.

Quiet Zone Study

Engineering has received questions form the Village Consultant for this project to allow data collection for the traffic study. Engineering will provide plans and other information as needed to proceed.

New Hire – Engineering Technician

Engineering is looking forward to Rob Olkiewicz's first day on March 26th. Rob will be providing construction management administration for the upcoming construction season. He can also provide additional design capabilities and field survey to assist in developing base maps for our design projects.



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING MARCH 14, 2018

Call to Order

President Vanden Berg called the Committee of the Whole meeting to order at 6:00 p.m.

Roll Call

PRESENT: President Vanden Berg, Trustee Peterson, Trustee Elrick,
Trustee Smith, Trustee Van Lankvelt, Trustee Hietpas,
Trustee Peerenboom

ALSO PRESENT: James Fenlon, Laurie Decker, Teri Matheny, Adam Breest

Public Appearance for Items not on the Agenda

State Representative Andre Jacque introduced himself and advised the Village Board that he is running for State Senate and gave out contact information.

Approval of Minutes

Minutes of the Regular Board Meeting of March 7, 2018

Moved by Trustee Smith, seconded by Trustee Van Lankvelt to Approve the Minutes of the Regular Board Meeting of March 7, 2018

Ayes 7, Nays 0 – Motion Carried

Discussion—Pool Study

Director Breest gave a presentation with slides for discussion and direction regarding the repair or replacement of Doyle Pool. Included in the documents were the recommendations from The Park Planning Committee and survey results sent to Village of Little Chute residents. Director Breest also went over what other communities have done to upgrade pools and the cost associated with those upgrades. Resident Jim Moes asked if Director Breest knew if the responders to the survey were home owners or renters; Director Breest replied that 85% of the respondents were home owners and 13% were renters. Resident Moes felt that the Board should reject the new pool unless the residents who want the pool are willing to contribute and felt the cost estimates will be quite a bit higher. Trustee Hietpas questioned the budget of \$2.7 million and eliminating the deep well of the pool that is used for lifeguard training, Director Breest advised that life guard training would have to be done at another area pool and they have done that in the past. Trustee Elrick also feels the cost estimates are too low and feels the project would end up closer to \$7-9 million and with an average usage of 80 days per year he has a hard time justifying the cost. Trustee Elrick asked if it was possible for the Village to partner with the school and do something indoor. Trustee Van Lankvelt agreed with Trustee Elrick wondered if this has been looked at. Director Matheny reminded the Board that if the Doyle Pool is put in the CIP at the cost that is estimated that would be all that could be done that year. Trustee Smith asked if it was possible to get a camera to check the condition of the pipes underneath to know if they are stable and to get a better idea of what repairs might be needed. Director Breest agreed this was good idea and will check the feasibility with Engineering of getting this done. Trustee Elrick asked if Director Breest was aware of any communities that have closed a pool and then due to residents request had to build a new pool; Director Breest stated Germantown was the only one he was aware of and they closed an indoor pool in the high school for over 20 years and now are building a new indoor pool in the high school. Resident Moes advised he was aware of one area town that closed a pool and after it closed residents were upset and got together to do the repairs but it was only in the \$100,000 range. Trustee Peterson advised that more and more people are getting their own pools at home, he is for less government involvement spending money on items that most residents don't use. Trustee Peerenboom said in talking with community residents he feels they would be shocked if the pool closed and that he doesn't agree to a building a brand new pool but feels remodeling should be considered; then it could be done in stages. Director Breest agreed with Trustee Smith on checking with Engineering to find out the feasibility of getting a camera to check the underground pipes to get a better idea of cost of repair or replacement. Trustee Elrick wondered if there were any splash pad designs for older kids, 10-14 year olds. Director Breest will check but was not aware of any creative designs for older kids.

Trustee Elrick commented that maybe the Village should differentiate from the facilities in our area and look at building something unique that wouldn't cost \$4-8 million. Trustee Peerenboom felt that doing something unique would cost less and also operating costs could be less. Trustee Van Lankvelt asked if the splash pads in the presentation were newly built or a replacement, Director Breest replied as far as he knew they were all new splash pads. Trustee Van Lankvelt asked about the Sherwood splash pad and if he knew the costs, Director Breest did not know off hand but would try to get that cost. Administrator Fenlon advised as far as the school district is concerned, they have not shown an interest in joining forces for an indoor pool. Trustee Smith suggested looking at putting something else in a different location and running Doyle Park until it is no longer feasible. Trustee Elrick stated he does not want to completely eliminate a pool in the Village but also cannot see spending \$5-8 million dollars for something that is only open 80 days per year, and likes the idea of building something unique. President Vanden Berg advised Director Breest to check out the infrastructure as best he can so the Board can make a decision going forward. Also the Board is asking Director Breest to find out what costs would be on a slide setup. Administrator Fenlon advised that this will be added to a Village Board Meeting Agenda in April so that a decision can be made on the direction going forward.

Action—Approve Cheesefest Special Event Permit

Moved by Trustee Smith, seconded by Trustee Elrick to Approve Cheesefest Special Event Permit

Ayes 7, Nays 0 – Motion Carried

Discussion—EAB Long Term Plan

Director Breest suggested a more active plan in removing ash trees from our Village Terraces and to develop a 10 year plan for removal and replanting. To date the department removes ash trees from village terraces when they are dead, diseased or a resident calls and requests removal due to sidewalk damage. Director Breest advised that there is a grant available for tree replacement and plantings. The grant requires a resolution from the Village on the intent to utilize the grant funding. The resolution is planned to be presented for approval at the March 21st Regular Board meeting.

Action—Notice of Redirection of 2% PAC Room Tax

No Action Taken

Action—FVMPD PPA Side Agreement

Administrator Fenlon presented documents on creating a streamlined process for uniform reimbursement. Under the new agreement, there would be no reimbursement, just an annual allotment paid in February.

Moved by Trustee Elrick, seconded by Trustee Peterson to Approve FVMPD PPA Side Agreement

Ayes 7, Nays 0 – Motion Carried

Unfinished Business

None

Items for Future Agendas

Wheel Tax Discussion

Adjournment

Moved by Trustee Peterson, seconded by Trustee Elrick to Adjourn the Committee of the Whole Meeting at 7:25 p.m.

Ayes 7, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE

By: Michael R. Vanden Berg, Village President

Attest: Laurie Decker, Village Clerk

VILLAGE OF LITTLE CHUTE
Notice of Public Hearing

The Little Chute Village Board will conduct a public hearing at the Little Chute Village Hall on Wednesday, March 21st, 2018 at 6:00 p.m. to hear comments from the public in support or objection to the amendment and creation of the Zoning Code Article 1 Section 44-20 - Regulation of Private Deed Restrictions and Real Estate Covenants Within Business Districts

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

PURPOSE: The Village has adopted a Zoning Code, pursuant to zoning authority granted by the State of Wisconsin pursuant to Wisconsin Statutes, regulating the uses of properties within various Zoning Districts. The Village finds that recording of private covenants and restrictions may unlawfully interfere with the zoning authority of the Village and cause deleterious effects when applied to properties within certain business districts by preventing legal uses under the Zoning Code. Such private restrictions may prevent or obstruct highest and best uses of the restricted property, result in long-term vacancies, and contribute to blight conditions of the subject property and surrounding properties. The Village has observed that vacancies and/or decreases in property values often occur when certain private regulations restrict legal highest and best uses in communities in which such are allowed to be established without municipal review and regulation. It is intended by this chapter to protect property values and zoning controls by preventing establishment, or recording without prior Village Board approval, or enforcing, of certain covenants, deed restrictions, agreements, contracts or rules within certain districts.

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

DATE OF HEARING: March 21st, 2018

TIME OF HEARING: 6:00 P.M.

PLACE OF HEARING: Village Hall

**Board Room
108 West Main Street
Little Chute, WI 54140**

**James E. Moes
Community Development Director**

Run: February 28 & March 7, 2018

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

VILLAGE OF LITTLE CHUTE
RESOLUTION NO. 9, SERIES OF 2018

**RESOLUTION PROCLAIMING ARBOR DAY IN THE VILLAGE OF LITTLE CHUTE,
OUTAGAMIE COUNTY, WISCONSIN**

WHEREAS, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for planting of trees, and this holiday, called Arbor Day, was established in 1872 in the State of Nebraska to recognize the importance of trees in our lives; and

WHEREAS, the first Arbor Day was a great success with the planting of more than a million trees and the idea spread to the neighboring states. Today, over 100 years later, Arbor Day is celebrated throughout the nation and the world; and

WHEREAS, trees in our Village increase property values, enhance the economic vitality of business areas, beautify our community, and clean our air; and

WHEREAS, J. Sterling Morton's dream of a greener tomorrow is still alive, thanks to the National Arbor Day Foundation's Tree City USA program that provides guidelines which help communities establish a comprehensive care program for their trees. Our cities are becoming greener, healthier places in which to live, and people everywhere are more aware of the need to plant trees; and

NOW, THEREFORE BE IT PROCLAIMED, that Michael R. Vanden Berg, Village President, and the Village Board designate Monday, April 30, 2018, to observe Arbor Day in the Village of Little Chute and urge all citizens to support the efforts to plant and protect our trees now and in the future.

Introduced, approved and adopted: March 21, 2018

VILLAGE OF LITTLE CHUTE

By: _____
Michael R. Vanden Berg, Village President

Attest: _____
Laurie Decker, Village Clerk

VILLAGE OF LITTLE CHUTE

RESOLUTION NO.10, SERIES OF 2018

Resolution Authorizing the Execution and Delivery of Documents relating to the Fox Cities Exhibition Center Project

WHEREAS, the Village of Little Chute, Wisconsin (the “**Municipality**”), certain other municipalities in the Fox Cities area (together with the Municipality, the “**Municipalities**”), the Redevelopment Authority of the City of Appleton, Wisconsin (the “**Authority**”), the Fox Cities Room Tax Commission (the “**Commission**”), and the Fox Cities Performing Arts Center, Inc. (the “**PAC**”) have entered into an Exhibition Center Cooperation Agreement, dated as of November 24, 2015 (the “**Original Cooperation Agreement**”), pursuant to which the Municipalities, the Authority, and the Commission agreed, among other things, to enact resolutions, ordinances, and all other municipal acts necessary to effect a 3% room tax (the “**Exhibition Center Room Tax**”), in addition to the room taxes then being collected, to be pledged to pay debt service on bonds to be issued by the Authority (the “**Bonds**”) to finance the construction and equipping of the Fox Cities Exhibition Center (the “**Exhibition Center**”) and related payments or deposits such as costs of issuance, a debt service reserve fund, a stabilization fund, and any capitalized interest; and

WHEREAS, the Municipality adopted an ordinance (the “**Room Tax Ordinance**”), that levied a 10% room tax (the “**Room Tax**”), which included the Exhibition Center Room Tax, restated other existing room tax percentage allocations, including the 2% PAC Room Tax (the “**PAC Room Tax**”) pledged to pay debt service on bonds issued by the Authority to finance or refinance the Fox Cities Performing Arts Center (the “**PAC Bonds**”), and set forth the priority of application of payments of the Room Tax; and

WHEREAS, in connection with the execution of the Original Cooperation Agreement, the Municipalities and the Commission also entered into an Amended and Restated Room Tax Commission and Tourism Zone Agreement, dated as of November 24, 2015 (the “**Commission and Zone Agreement**”), to restate a prior agreement, to confirm the establishment of the Fox Cities Tourism Zone, to confirm the establishment of the Commission and its powers, duties, and membership, to appoint the Fox Cities Convention & Visitors Bureau (the “**CVB**”) as a tourism entity to provide the administrative support for collecting and allocating a portion of the Room Tax, and to confirm the Municipalities’ agreements set forth in the Original Cooperation Agreement with respect to the Exhibition Center and the Room Tax; and

WHEREAS, the Original Cooperation Agreement and the Tourism Entity Agreement, dated December 31, 2015, by and between the Commission and the CVB (the “**Tourism Entity Agreement**”) contemplate that when the Bonds are issued to finance the Exhibition Center, a Pledge and Security Agreement will be entered into by and among the Municipalities, the Commission, and a trustee (the “**Pledge and Security Agreement**”) to provide for the pledge of the Exhibition Center Room Tax for the payment of the Bonds; and

WHEREAS, pursuant to the Pledge and Security Agreement, the Exhibition Center Room Tax will be required to be paid to the trustee for the Bonds; and

WHEREAS, subsequent to the execution of the Original Cooperation Agreement, the Commission and Zone Agreement, and the Tourism Entity Agreement, certain facts and assumptions contemplated in said agreements have changed, including that

- (i) the Bonds have not yet been issued,
- (ii) the Pledge and Security Agreement has not been entered into,
- (iii) the PAC Bonds are being called for redemption in full on March 1, 2018, at which time the PAC Cooperation Agreement (defined in the Original Cooperation Agreement) will terminate and the PAC Room Tax will be reallocated,
- (iv) a municipality that is party to the Original Cooperation Agreement has been incorporated as a village, and
- (v) the City of Appleton, Wisconsin has constructed the Exhibition Center with its own funds; and

WHEREAS, the hotelkeepers, motel operators, and other persons or entities furnishing accommodations that are available to the public in the Municipality and obligated to collect the Room Tax (the “**Operators**”) have been forwarding the PAC Room Tax directly to the trustee for the PAC Bonds; and

WHEREAS, it is necessary and desirable to amend and restate the Original Cooperation Agreement and amend the Commission and Zone Agreement to reflect current facts and assumptions, and to enter into the Pledge and Security Agreement as contemplated under the above agreements; and

WHEREAS, there have been presented to the Municipality substantially final drafts of an Amended and Restated Cooperation Agreement, a First Amendment to the Amended and Restated Room Tax Commission and Tourism Zone Agreement, and a Pledge and Security Agreement (collectively, the “**Exhibition Center Documents**”);

NOW, THEREFORE, BE IT RESOLVED by the Village Board (the “**Governing Body**”) of the Municipality as follows:

Section 1. Approval of Exhibition Center Documents.

The terms and provisions of the Amended and Restated Cooperation Agreement, the First Amendment to the Amended and Restated Room Tax Commission and Tourism Zone Agreement, and the Pledge and Security Agreement are hereby approved. The Village President and Clerk are hereby authorized for and in the name of the Municipality to execute and deliver the Exhibition Center Documents in substantially the forms thereof presented herewith, with such insertions therein or corrections or changes thereto as shall be approved by such officers consistent with this resolution, their execution thereof to constitute conclusive evidence of their approval of any such insertions, corrections, or changes.

Section 2. Notification to Operators; Exhibition Center Room Tax to Trustee.

The officers of the Municipality are hereby directed to cause notice to be delivered to each Operator that, effective April 1, 2018, (i) the PAC Room Tax (2%) shall no longer be forwarded to

the trustee for the PAC Bonds, (ii) the Exhibition Center Room Tax (3%) shall instead be forwarded to the trustee for the Bonds on the quarterly dates set forth in the Pledge and Security Agreement, and (iii) the remaining Room Tax (7%), which includes the PAC Room Tax, shall be forwarded to the Municipality.

Section 3. General Authorizations.

The officers of the Municipality are hereby each authorized to execute, publish, file, and record such other documents, instruments, notices, and records and to take such other actions, including entering into additional agreements and amending existing agreements, as shall be necessary or desirable to accomplish the purposes of this resolution and to comply with the obligations of the Municipality under the Commission and Zone Agreement and the Exhibition Center Documents, as each may be amended and restated, and to facilitate the issuance of the Bonds. In addition, the representatives of the Municipality that serve as commissioners on the Commission are hereby authorized and directed to take any necessary action on behalf of the Municipality with respect to actions taken by the Commission relating to the Bonds and the Exhibition Center Room Tax allocated to the payment, either directly or indirectly, of debt service on the Bonds.

Section 4. Effective Date.

This resolution shall be effective immediately upon its passage. To the extent that any prior resolutions of the Governing Body are inconsistent with the provisions hereof, this resolution shall control, and such prior resolutions shall be deemed amended to such extent as may be necessary to bring them in conformity with this resolution.

Adopted: March 21, 2018

Michael R. Vanden Berg, Village President

Laurie Decker, Village Clerk

VILLAGE OF LITTLE CHUTE

RESOLUTION NO. 11, SERIES OF 2018

WHEREAS, Helene Altergott Family Corporation as owner of Parcel #260406403 have presented a Certified Survey Map to the Village of Little Chute Board of Trustees as prepared by Robert Reider a registered land surveyor; and

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

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

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

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

Date introduced, approved and adopted: March 21, 2018

VILLAGE OF LITTLE CHUTE:

By:

Michael R. Vanden Berg, Village President

Attest:

Laurie Decker, Village Clerk

SURVEY MAP NO.

4 OF SECTION 21, TOWNSHIP 21 NORTH, RANGE 18

CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

UNPLATED LANDS

CHRIS HARTWIG

LOT 2
CSM#444

42,960 SQ.FT. \pm
(0.9862 ACRES \pm)

GOV LOT 4

1371.5A

169.02

380.81

15.2 \pm

297.00

500°32'35"E

242.18'

500°32'35"E

1371.5A

169.02

380.81

15.2 \pm

297.00

500°32'35"E

242.18'

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169.02

380.81

15.2 \pm

297.00

500°32'35"E

242.18'

500°32'35"E

1371.5A

169.02

LEGEND:

- = 3/4" X 18" IRON REBAR SET, WEIGHING 1.502 LBS. PER LIN FT.
- = MAG NAIL FOUND
- = MAG NAIL SET
- = MAG NAIL IN DISK FOUND
- = BERNITSEN MONUMENT FOUND
- x- = FENCE

LOT 2

42,960 SQ.FT. \pm
(0.9862 ACRES \pm)

GOV LOT 4

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169.02

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297.00

500°32'35"E

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- = MAG NAIL FOUND
- = MAG NAIL SET
- = MAG NAIL IN DISK FOUND
- = BERNITSEN MONUMENT FOUND
- x- = FENCE

UNPLATED LANDS

CHRIS HARTWIG

<p

CERTIFIED SURVEY MAP NO. _____

BEING PART OF GOVERNMENT LOT 4 OF SECTION 21, TOWNSHIP 21 NORTH, RANGE 18 EAST,
VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

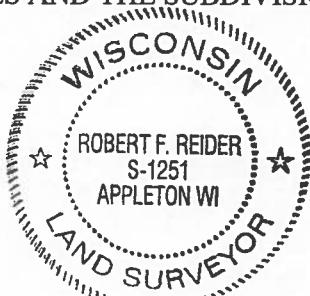
SURVEYOR'S CERTIFICATE:

I, ROBERT F. REIDER, PROFESSIONAL WISCONSIN LAND SURVEYOR, CERTIFY THAT I HAVE SURVEYED, DIVIDED AND MAPPED PART OF GOVERNMENT LOT 4 OF SECTION 21, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SECTION 21; THENCE S00°22'55"W, 1803.52 FEET ALONG THE WEST LINE OF THE NORTHWEST ¼ OF SECTION 21 TO THE SOUTH RIGHT-OF-WAY LINE OF THE CANADIAN NATIONAL RAILROAD AND THE POINT OF BEGINNING, THENCE N70°25'34"E, 1371.54 FEET ALONG SAID SOUTH RIGHT-OF-WAY LINE TO THE WEST RIGHT-OF-WAY LINE OF WASHINGTON STREET; THENCE S07°42'10"E, 341.33 FEET ALONG SAID WEST RIGHT-OF-WAY LINE; THENCE S00°15'19"E, 120.41 FEET ALONG SAID WEST RIGHT-OF-WAY LINE TO THE NORTH RIGHT OF WAY LINE OF S.T.H. "96; THENCE WESTERLY, 1224.32 FEET ALONG THE ARC OF A 2939.93 FOOT RADIUS CURVE OF SAID NORTH RIGHT OF WAY LINE TO THE LEFT, HAVING A CHORD WHICH BEARS S86°51'05"W AND IS 1215.50 FEET IN LENGTH; THENCE S74°55'16"W, 130.04 FEET ALONG SAID NORTH RIGHT-OF-WAY LINE TO THE WEST LINE OF THE NORTHWEST ¼ OF SECTION 21; THENCE N00°22'55"E, 99.76 FEET ALONG SAID WEST LINE TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

THAT I HAVE MADE SUCH SURVEY UNDER THE DIRECTION OF HARRY ALTERGOTT JR., 1025 W. MAIN STREET, APPLETON, WISCONSIN 54911.

THAT THIS MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARY LINES OF THE LAND SURVEYED.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION ORDINANCE OF THE VILLAGE OF LITTLE CHUTE.



Robert F. Reider 3-12-18
ROBERT F. REIDER, PLS-1251 DATED
CAROW LAND SURVEYING CO., INC.
615 N. LYNNDALE DRIVE, P.O. BOX 1297
APPLETON, WISCONSIN 54912-1297
PHONE: (920)731-4168
A1802.2 (RFR) 3-5-2018 REVISED: 3-12-2018

VILLAGE BOARD APPROVAL:

WE HEREBY CERTIFY THAT THIS CERTIFIED SURVEY MAP WAS APPROVED BY THE VILLAGE OF LITTLE CHUTE ON THIS _____ DAY OF _____, 20 ____.

PRESIDENT

DATED

CLERK

DATED

TREASURER'S CERTIFICATE:

I HEREBY CERTIFY THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE LAND INCLUDED ON THIS CERTIFIED SURVEY MAP.

VILLAGE TREASURER

DATED

COUNTY TREASURER

DATED

CURVE TABLE:

CURVE	RADIUS	CENTRAL ANGLE	ARC LENGTH	CHORD LENGTH	CHORD BEARING	
					BEARING	TANGENT BEARING
C1	2939.93	23°51'38"	1224.32	1215.50	S86°51'05"W	N81°13'06"W S74°55'16"W
C2	2939.93	07°52'26"	404.03	403.71	N85°09'19"W	N81°13'06"W N89°05'32"W
C3	2939.93	03°06'52"	159.80	159.78	S89°21'02"W	N89°05'32"W S87°47'36"W
C4	2939.93	12°52'20"	660.49	659.10	S81°21'26"W	S87°47'36"W S74°55'16"W

CERTIFIED SURVEY MAP NO. _____

BEING PART OF GOVERNMENT LOT 4 OF SECTION 21, TOWNSHIP 21 NORTH, RANGE 18 EAST,
VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

NOTES:

- 1) THE PROPERTY OWNER(S) OF RECORD IS (ARE): HELENE ALTERGOTT FAMILY CORPORATION.
- 2) THIS CERTIFIED SURVEY MAP IS ALL OF TAX PARCEL NO. 260406403.
- 3) THIS CSM IS WHOLLY CONTAINED WITHIN LANDS DESCRIBED IN JACKET 10655, IMAGE 11.

FAMILY TRUST OWNER'S CERTIFICATE:

HELENE ALTERGOTT FAMILY CORPORATION, AS OWNER, DOES HEREBY CERTIFY THAT SAID CORPORATION CAUSED THE LAND DESCRIBED ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, DIVIDED AND MAPPED AS REPRESENTED ON THIS CERTIFIED SURVEY MAP.

HELENE ALTERGOTT FAMILY CORPORATION DOES FURTHER CERTIFY THAT THIS MAP IS REQUIRED BY S.235.10 OR S.236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION: VILLAGE OF LITTLE CHUTE.

IN WITNESS WHEREOF, THE SAID, HELENE ALTERGOTT FAMILY CORPORATION HAS CAUSED THESE PRESENTS TO BE SIGNED BY HARRY ALTERGOTT JR., PRESIDENT, AT LITTLE CHUTE, WISCONSIN, ON THIS _____, DAY OF _____, 20 ____.

BY: HELENE ALTERGOTT FAMILY CORPORATION

HARRY ALTERGOTT, JR, PRESIDENT.

STATE OF WISCONSIN)

)SS

OUTAGAMIE COUNTY)

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 20 ___,
HARRY ALTERGOTT, JR. TRUSTEE, TO ME KNOWN TO BE THE PERSON WHO EXECUTED THE
FOREGOING INSTRUMENT, AND TO ME KNOWN TO BE SUCH PRESIDENT OF SAID HELENE
ALTERGOTT FAMILY CORPORATION AND ACKNOWLEDGED THAT HE EXECUTED THE FOREGOING
INSTRUMENT AS SUCH TRUSTEE.

NOTARY PUBLIC

MY COMMISSION EXPIRES _____.



Robert F. Reider 3-12-18

ROBERT F. REIDER, PLS-1251 DATED
CAROW LAND SURVEYING CO., INC.
615 N. LYNNDALE DRIVE, P.O. BOX 1297
APPLETON, WISCONSIN 54912-1297
PHONE: (920)731-4168
A1802.2 (RFR) 3-5-2018 REVISED: 3-12-2018

NOTES:

- THE ORDINARY HIGH WATER MARK SETBACK IS NOT BASED ON AN OFFICIAL DETERMINATION AND PRIOR TO ANY BUILDING, AN OFFICIAL DETERMINATION OF THE ORDINARY HIGH WATER MUST BE MADE BY THE OUTAGAMIE COUNTY ZONING DEPARTMENT OR OTHER AUTHORIZED PERSON. ALSO ALL BUILDING SETBACKS AND OTHER LAND USE REQUIREMENTS SHOULD BE VERIFIED BY THE OUTAGAMIE COUNTY ZONING OFFICE PRIOR TO ANY CONSTRUCTION OR OTHER LAND USE ACTIVITY.
- ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE OR A NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1 OF THE STATE CONSTITUTION.
- THE LOCATION OF THE APPROXIMATE ORDINARY HIGH WATER MARK SHALL BE THE POINT ON THE BANK OF A NAVIGABLE STREAM OR ON THE SHORE OF A LAKE UP TO WHICH THE PRESENCE AND ACTION OF SURFACE WATER IS SO CONTINUOUS AS TO LEAVE A DISTINCTIVE MARK BY EROSION, DESTRUCTION OF TERRESTRIAL VEGETATION, OR OTHER EASILY RECOGNIZED CHARACTERISTICS.

Village of Little Chute
INFORMATION FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: 2018 MS4 Annual Report

PREPARED BY: James Fenlon, Administrator

REPORT DATE: March16, 2018

EXPLANATION: In the past, the MS4 Permit was approved by the Board of Trustees and then sent to the DNR for review. This year, due to the nature of the submittal and approval of the Board, we are utilizing a Village Board resolution to adopt the report for submittal to the WI DNR.

Attached to this document is the resolution adopting the 2018 MS4 Report and the “preliminary” report. Due to the fact that the report is now uploaded through a web based system or portal to the WI DNR, village staff completed the report in a preliminary manner.

Once adopted and approved by the Board of Trustees, this information will be uploaded through the WI DNR portal in a timely fashion. The resolution that the Board adopts will also be part of the final package, in addition to various attachments related to our MS4 Permit.

RECOMMENDATION: Adopt the attached resolution approving the 2018 MS4 Permit report.

VILLAGE OF LITTLE CHUTE

RESOLUTION NO. 12, SERIES OF 2018

A RESOLUTION APPROVING THE 2018 MS4 GENERAL PERMIT ANNUAL REPORT

WHEREAS, the Village of Little Chute owns and operates a municipal separate storm sewer system (MS4); and

WHEREAS, the Department of Natural Resources has issued a General Permit to discharge storm water to the waters of the state; and

WHEREAS, a condition stated in the General Permit to Discharge requires the Village to complete an annual report that summarizes the Village's efforts to comply with the conditions stated in the General Permit to Discharge; and

WHEREAS, after review and approval by the City Council, the Annual Report must be submitted to the Wisconsin Department of Natural Resources;

NOW, THEREFORE, be it resolved by the Village Board of Little Chute as follows:

1. That the 2018 MS4 General Permit Annual Report, as prepared by Village staff, is hereby approved; and
2. That submittal of the report and this resolution to the Wisconsin Department of Natural Resources is hereby authorized.

Introduced, approved and adopted:

VILLAGE OF LITTLE CHUTE

By: _____
Michael R. Vanden Berg, Village President

Attest: _____
Laurie Decker, Village Clerk

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted separately from this report to the Department.

Part I. Municipal Contact Information

This form covers the activities during calendar year 2016

Name of Municipality Village of Little Chute	Facility ID No. (FIN) 31108	<input checked="" type="checkbox"/> Check to update mailing address information		
Mailing Address 108 W. Main Street	City Little Chute	State WI	ZIP Code 54140	

Municipal Contact Information

Check to update contact information

Name of Municipal Contact Person Christopher L. Murawski	Title Village Engineer		
Mailing Address 108 W. Main Street	City Little Chute	State WI	ZIP Code 54140
Phone Number (include area code) (920) 423-3865	Email chris@littlechutewi.org		

[+] Additional contacts information (optional) [Select from drop down menu]

Contact Information for:

First & Last Name James Fenlon	Title Village Administrator		
Mailing Address 108 W. Main Street	City Little Chute	State WI	ZIP Code 54140
Phone Number (include area code) (920) 423-3850	Email james@littlechutewi.org		

Does the municipality rely on another government entity to satisfy some of the permit requirements?

Yes No Unsure

Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

Yes No Unsure

Part II. Storm Water Program Evaluation – Minimum Control Measures

1. Public Education and Outreach

a. Complete the following information on Public Education and Outreach Activities related to storm water. Select the Mechanism that best describes how the topic message was conveyed to your population. Use the [+] to add multiple Mechanisms. For Quantity, choose the range for the number of Mechanisms chosen (i.e., number of workshops, events). Quantity and Estimated People reached are both optional.

Topics	Mechanism	Quantity (optional)	Estimated People Reached (optional)	Regional Effort?
Detection and elimination of illicit discharges	Web-page Hits Public information meetings - reconstruct	154,184		<input type="radio"/> Yes <input checked="" type="checkbox"/> No

Annual Report Under Municipal Separate Sewer System (MS4) Permit

Form 3400-224 (R 12/17)

Page 2 of 8

Topics	Mechanism	Quantity (optional)	Estimated People Reached (optional)	Regional Effort?
Management of materials that may cause storm water pollution from automobiles, pet waste, household hazardous waste and household practices	Renew Our Waters - Posters and Fliers Provided by Fox-Wolf Watershed Alliance			<input checked="" type="radio"/> Yes <input type="radio"/> No
Beneficial onsite reuse of leaves and grass clippings/proper use of lawn and garden fertilizers and pesticides	Annual News Letter Village Web-page			<input type="radio"/> Yes <input checked="" type="radio"/> No
Management of streambanks and shorelines by riparian landowners to minimize erosion and restore and enhance the ecological value of waterways	Meet with property owner on-site to discuss potential erosion issues while providing alternatives for landscaping.			<input type="radio"/> Yes <input type="radio"/> No
Infiltration of residential storm water runoff from rooftop downspouts, driveways and sidewalks	Village Web-page, Annual News Letter, Public Information Meetings for Reconstruction Projects			<input type="radio"/> Yes <input checked="" type="radio"/> No
Inform and where appropriate educate those responsible for the design, installation, and maintenance of construction site erosion control practices and storm water management facilities on how to design, install and maintain the practices	Pre-construction Conferences, Preliminary Design Meetings, Field visits with contractors during Const. Direct one-on-one communication with handouts. WDNR field manual for erosion control management and practices.			<input type="radio"/> Yes <input checked="" type="radio"/> No
Identify businesses and activities that may pose a storm water contamination concern, and where appropriate, educate specific audiences on methods of storm water pollution prevention	Public Hearings and informational meetings with the public. One-on-one communication with business.			<input type="radio"/> Yes <input checked="" type="radio"/> No
Promote environmentally sensitive land development designs by developers and designers, including green infrastructure and low impact development	Provide information during pre-design meetings with developer and engineer.			<input type="radio"/> Yes <input checked="" type="radio"/> No
Other				<input type="radio"/> Yes <input type="radio"/> No
<p>b. Any other Public Education and Outreach program information for inclusion in the Annual Report may be added here or attached on the attachments page.</p> <p>The village also provides a presentation annually to the elementary school children the importance of street sweeping and how storm drains are connected to our rivers. We continue to improve our outreach programs by our active involvement with NEWSC and Fox-Wolf Watershed Alliance.</p>				

2. Public Involvement and Participation

a. Describe how the municipality has kept the following local officials and municipal staff apprised of the municipal storm water discharge permit programs and its requirements.

Elected officials

Presentation was provided to the Village Board to identify the requirements for TMDL - Fox Wolf Watershed Alliance. Through Public Information Meetings for reconstruction projects - illicit discharges and storm water management is discussed.

Other municipal officials

Information from NEWSC is discussed and distributed to Village group leaders during bi-weekly meetings for parks, public works and engineering. Street sweeping, leaf collection, yard waste site, storm water pond maintenance have been recent topics for 2017.

Appropriate staff (such as operators, Department heads, and those that interact with the public)

Department heads hold staff meetings twice each month which include discussions for public outreach programs and include storm water management improvements for new development and redevelopment areas.

Annual Report Under Municipal Separate Sewer System (MS4) Permit

Form 3400-224 (R 12/17)

Page 3 of 8

b. Complete the following information on Public Education and Outreach Activities related to storm water. Select the Mechanism that best describes how the topic message was conveyed to your population. Use the [+] to add multiple Mechanisms. For Quantity, choose the range for the number of Mechanisms chosen (i.e., number of workshops, events). Quantity and Estimated People reached are both optional.

Topics	Mechanism	Quantity (optional)	Estimated People Reached (optional)	Regional Effort?
Storm Water Management Plan and/or updates	This Plan was recently updated by Village consultant and implemented in 2017.			<input checked="" type="radio"/> Yes <input type="radio"/> No
Storm water related ordinance and/or updates	This ordinance was updated by consultant and approved by the Village board in 2017 and is available on website.			<input checked="" type="radio"/> Yes <input type="radio"/> No
MS4 Annual Report	Review of report for Board approval Available on Website			<input checked="" type="radio"/> Yes <input type="radio"/> No
Volunteer Opportunities	Cleanup events for river walks and parks NEWSC sponsored events on Website Citizen committee meetings			<input checked="" type="radio"/> Yes <input type="radio"/> No
Other	See NEWSC SWMP Annual Report Active participants in Fox-Wolf Watershed Alliance activities			<input checked="" type="radio"/> Yes <input type="radio"/> No

c. Any other Public Involvement and Participation program information for inclusion in the Annual Report may be added here or attached on the attachments page.

Fox-Wolf Watershed Alliance river bank cleanup in Village parks for 2017.

3. Illicit Discharge Detection and Elimination

a. How many total outfalls does the municipality have?	78	<input type="checkbox"/> Unsure
b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program?	0	<input type="checkbox"/> Unsure
c. From the municipality's routine screening, how many were confirmed illicit discharges?	NA	<input type="checkbox"/> Unsure
d. How many illicit discharge complaints did the municipality receive?	0	<input type="checkbox"/> Unsure
e. From the complaints received, how many were confirmed illicit discharges?	NA	<input type="checkbox"/> Unsure
f. How many of the identified Illicit Discharges did the municipality eliminate in the reporting year?	2	<input type="checkbox"/> Unsure
g. How many of the following enforcement mechanisms did the municipality use to enforce its illicit discharge ordinance?		
Verbal Warning	2	
Written Warning (including email)	0	
Notice of Violation	0	
Civil Penalty/Citation	0	
<input type="checkbox"/> Unsure		
h. Any other Illicit Discharge Detection and Elimination program information for inclusion in the Annual Report may be added here or attached on the attachments page.		

To actively inspect our priority outfalls (10) annually and remaining major outfalls (30) every 5-years. Last inspection for all major outfalls was in 2015. The Village will train DPW employees to identify, test and document for illicit discharge in 2018.

Annual Report Under Municipal Separate Sewer System (MS4) Permit

Form 3400-224 (R 12/17)

Page 4 of 8

4. Construction Site Pollutant Control		
a. How many total construction sites were active at any point in the reporting year?	52	<input type="checkbox"/> Unsure
b. How many construction sites did the municipality issue permits for in the reporting year?	14	<input type="checkbox"/> Unsure
c. Do the above numbers include sites <1 acre?	<input checked="" type="checkbox"/> Yes <input type="radio"/> No <input type="radio"/> Unsure	
d. How many erosion control inspections did the municipality complete in the reporting year?	601	<input type="checkbox"/> Unsure
e. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.	<input checked="" type="checkbox"/> Verbal Warning <u>31</u> <input checked="" type="checkbox"/> Written (including email) Warning <u>7</u> <input type="checkbox"/> Notice of Violation _____ <input checked="" type="checkbox"/> Stop Work Order _____ <input checked="" type="checkbox"/> Civil Penalty/Citation _____ <input type="checkbox"/> Forfeiture of Deposit _____ <input type="checkbox"/> No Authority _____ <input type="checkbox"/> Other – Describe _____ # _____ <input type="checkbox"/> Unsure	
f. Any other Construction Site Pollutant Control program information for inclusion in the Annual Report may be added here or attached on the attachments page.	2 Village employees were trained and certified for Erosion Control Inspection.	

5. Post-Construction Storm Water Management		
a. How many new construction sites with new <u>structural storm water management practices</u> have received local approvals?	2	<input type="checkbox"/> Unsure
b. How many privately owned storm water facility inspections were completed in the reporting year?	<input checked="" type="checkbox"/> Unsure	
c. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.	<input checked="" type="checkbox"/> Verbal Warning _____ <input checked="" type="checkbox"/> Written (including email) Warning _____ <input checked="" type="checkbox"/> Notice of Violation _____ <input checked="" type="checkbox"/> Civil Penalty/Citation _____ <input type="checkbox"/> Forfeiture of Deposit _____ <input checked="" type="checkbox"/> Complete maintenance _____ <input checked="" type="checkbox"/> Bill responsible party _____ <input type="checkbox"/> No Authority _____ <input type="checkbox"/> Other – Describe _____ # _____ <input type="checkbox"/> Unsure	
d. Any other Post-Construction Storm Water Management program information for inclusion in the Annual Report may be added here or attached on the attachments page.	2 private stormwater ponds were installed in 2017 with maintenance agreements recorded and annual inspection forms and check lists provided to land owner.	

Annual Report Under Municipal Separate Sewer System (MS4) Permit

Form 3400-224 (R 12/17)

Page 5 of 8

6. Pollution Prevention

Storm Water Management Facility Inspections Not Applicable

- a. Enter the total number of municipally owned or operated structural storm water facilities. 9 Unsure
- b. How many new municipally owned storm water facilities were installed in the reporting year? 0 Unsure
- c. How many municipally owned storm water devices were inspected in the reporting year? 9 - weekly Unsure
- d. How many of these facilities required maintenance? 9 Unsure
If so, attach report on attachments page.
w/minor maintenance

Public Works Yards & Other Municipally Owned Properties (SWPPP Plan Review) Not Applicable

- e. How many inspections of municipal properties been conducted in the reporting year? quarterly Unsure
- f. Have amendments to the SWPPPs been made? Yes No Unsure

Collection Services (street sweeping, catch basin sums, leaf collection) Not Applicable

Street Sweeping/Cleaning Program

- g. Did the municipality conduct street sweeping/cleaning during the reporting year? Yes No Unsure

- h. If known, how many tons of material were removed? 171.74 Unsure

- i. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?

Yes

No- Explain _____

Not Applicable

Unsure

Catch Basin Sump Cleaning Program Not Applicable

- j. Did the municipality conduct catch basin sump cleaning during the reporting year? Yes No Unsure

- k. How many catch basin sums were cleaned in the reporting year? _____ Unsure

- l. If known, how many tons of material were removed? _____ Unsure

- m. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?

Yes

No-Explain _____

Not Applicable

Unsure

Annual Report Under Municipal Separate Sewer System (MS4) Permit

Form 3400-224 (R 12/17)

Page 6 of 8

Leaf Collection Program Not Applicable

n. Does the municipality conduct curbside leaf collection? Yes No Unsure

o. Does the municipality notify homeowners about pickup? Yes No Unsure

Where are the residents directed to store the leaves for collection?

Pile on terrace Pile in street Bags on terrace Unsure

Other – Describe _____

p. What is the frequency of collection? Weekly April - Sept. (bags) & Continually end of Sept. - Dec. 1

q. Is collection followed by street sweeping/cleaning? Yes No Unsure

Winter Road Management Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

r. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? 113 Unsure

s. Provide amount of de-icing products used by month last winter season.

Solids (tons) (ex. sand, salt, or salt-sand)

Oct _____ Nov 20 Dec 180 Jan 433 Feb 100 March* 160

Liquids (gallons) (ex. brine)

Oct _____ Nov _____ Dec 1,550 Jan 3,650 Feb 1,750 March* 350

t. Was salt applying machinery calibrated in the reporting year? Yes No Unsure

u. Have municipal personnel attended salt reduction strategy training in the reporting year? Yes No Unsure

If yes, describe what training was provided. Snow Plow Rodeo in Green Bay

When: September 2017

How many attended: 1 person

Internal (Staff) Education & Communication

v. Have training or education on SWPPPs for municipal facilities been held for municipal or other personnel? Yes No Unsure

If yes, describe what training was provided. _____

When: _____

How many attended: _____

w. Any other Pollution Prevention program information for inclusion in the Annual Report may be added here or attached on the attachments page.

Review of SWPPP is an initiative for 2018 with improved check lists, documentation and implementation planned.

Annual Report Under Municipal Separate Sewer System (MS4) Permit

Form 3400-224 (R 12/17)

Page 7 of 8

7. Storm Sewer System Map

a. Did the municipality update their storm sewer map this year? Yes No Unsure

If yes, check the areas the map items that got updated or changed:

- Storm water treatment facilities
- Storm pipes
- Vegetated swales
- Outfalls
- Other

b. Any other Storm Sewer System Map information for inclusion in the Annual Report may be added here or attached on the attachments page.

Private pond locations with maintenance agreements are also being added to this map.

Part III. Final Evaluation

1. **Fiscal Analysis** Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Program Element	Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
Public Education and Outreach				
Public Involvement and Participation				
Illicit Discharge Detection and Elimination				
Construction Site Pollutant Control				
Post-Construction Storm Water Management				
Pollution Prevention				
Storm Water Quality Management				
Storm Sewer System Map				
Other:				

2. Water Quality

a. Were there any known water quality improvements or degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure

If so, explain:

b. Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

Yes No Unsure

c. Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

Yes No Unsure

Annual Report Under Municipal Separate Sewer System (MS4) Permit

Form 3400-224 (R 12/17)

Page 8 of 8

3. Additional Information Based on the municipality's storm water program evaluation in Part II, describe any proposed changes to the municipality's storm water program

Little Chute has recently made minor revisions to permit requirements for area of land disturbance to be 1 acre or greater.

Improved plan review for erosion control practices has improved for all size construction sites. The village continues to track changes for recently developed winslamm model.

Part IV. Request for Assistance on Improving Permit Programs (optional)

Would municipality like the Department to contact them about providing more information on developing or improving any of the Municipal Separate Storm Sewer Permit programs? Please select from the options below.

<input type="checkbox"/> Public Education and Outreach	<input type="checkbox"/> Public Involvement
<input checked="" type="checkbox"/> Illicit Discharge Detection and Elimination	<input type="checkbox"/> Construction Site Pollutant Control
<input checked="" type="checkbox"/> Post-Construction Storm Water Management	<input type="checkbox"/> Pollution Prevention
<input checked="" type="checkbox"/> Storm Water Quality Management	<input type="checkbox"/> Water Quality Concerns
<input type="checkbox"/> Storm Sewer System Map	<input checked="" type="checkbox"/> Compliance Schedule Items Due
	<input type="checkbox"/> MS4 Program Evaluation

Certification

I hereby certify that I am an authorized representative of the municipality covered under [Name of Municipality auto-populated from page 1]'s MS4 Permit for which this annual report is being submitted and that the information contained in this document and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Authorized Representative Printed Name Christopher L. Murawski, P.E.	Authorized Representative Printed Title Village Engineer
Email chris@littlechutewi.org	Phone Number (920) 423-3861

03/16/2018

Signature of Authorized Representative

Date Signed (mm/dd/yyyy)

VILLAGE OF LITTLE CHUTE
RESOLUTION NO. 13, SERIES OF 2018

WHEREAS, the Village of Little Chute, is interested in obtaining a cost-share grant from the Bay-Lake Regional Planning Commission for the purpose of funding Emerald Ash Borer mitigation projects under funding originating from the U.S. Forest Service, Great Lakes Restoration Initiative;

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, the applicant requests a grant agreement to carry out the project;

NOW, THEREFORE, BE IT RESOLVED, the Village of Little Chute, will comply with all local, state, and federal rules, regulations, and ordinances relating to this project and the cost-share agreement;

BE IT FURTHER RESOLVED, the Village of Little Chute will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers the Director of Parks, Recreation, & Forestry, to act on its behalf to:

1. Sign and submit the grant application.
2. Sign a grant agreement between applicant and the Bay-Lake Regional Planning Commission.
3. Submit interim and/or final reports to the Bay-Lake Regional Planning Commission to satisfy the grant agreement.
4. Submit reimbursement requests and, if applicable, contractor invoices to the Bay-Lake Regional Planning Commission.
5. Sign and submit other required documentation.

Date introduced, approved and adopted: March 21, 2018

VILLAGE OF LITTLE CHUTE:

By: _____
Michael R. Vanden Berg, Village President

By: _____
Laurie Decker, Village Clerk

**VILLAGE OF LITTLE CHUTE
ORDINANCE NO. 3, SERIES OF 2018**

AN ORDINANCE AMENDING THE ZONING CODE ARTICLE I - IN GENERAL, OF THE VILLAGE OF LITTLE CHUTE MUNICIPAL CODE BY CREATING SECTION 44-20 - REGULATION OF PRIVATE DEED RESTRICTIONS AND REAL ESTATE COVENANTS WITHIN BUSINESS DISTRICTS.

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

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

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

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

Section 1. That the Zoning Ordinance, Section 44 Article 1, Section 44-20. of the Municipal Code of the Village of Little Chute are hereby created to read as follows:

Sec. 44-20. - Regulation of Private Deed Restrictions and Real Estate Covenants Within Business Districts

PURPOSE: The Village had adopted a Zoning Code, pursuant to zoning authority granted by the State of Wisconsin pursuant to Wisconsin Statutes, regulating the uses of properties within various Zoning Districts. The Village finds that recording of private covenants and restrictions may unlawfully interfere with the zoning authority of the Village and cause deleterious effects when applied to properties within certain business districts by preventing legal uses under the Zoning Code. Such private restrictions may prevent or obstruct highest and best uses of the restricted property, result in long-term vacancies, and contribute to blight conditions of the subject property and surrounding properties. The Village has observed that vacancies and/or decreases in property values often occur when certain private regulations restrict legal highest and best uses in communities in which such are allowed to be established without municipal review and regulation.

It is intended by this chapter to protect property values and zoning controls by preventing establishment, or recording without prior Village Board approval, or enforcing, of certain covenants, deed restrictions, agreements, contracts or rules within certain districts.

- (a) If any section, clause, provision or portion of this chapter is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this section shall not be affected thereby.
- (b) If any application of this section to a particular use of land is adjudged unconstitutional or invalid by a court of competent jurisdiction, such judgment shall not be applicable to any other land not specifically included in such judgment.
- (c) No deed restriction or real estate covenant, that prohibits or restricts uses lawfully permitted under the Village Zoning Code shall be established or recorded by any property owner, or other property interest holder without first obtaining prior approval from the Village Board and any such deed restriction or real estate covenant established or recorded contrary to this Ordinance

shall be void and unenforceable, and shall not constitute a prohibition or restriction on uses of the property otherwise lawfully permitted under the Village Zoning Code.

- (d) Any property owner or interest holder shall apply to the Village for approval prior to establishing or recording any deed restriction or real estate covenant that prohibits or restricts uses lawfully permitted under the Village Zoning Code.
- (e) Applications for review of proposed private property restrictions shall be made upon forms supplied by and submitted to the Zoning Administrator. The Zoning Administrator shall forward applications to the Plan Commission within sixty days of receipt. The Plan Commission shall make recommendation to the Village Board within sixty days of review. The Village Board will approve, deny or recommend amendment by resolution within sixty days of receipt of recommendation by the Plan Commission.
- (f) Prior approval, denial or amendment of private covenants or restrictions shall be made by the Village Board through adoption of resolutions regarding such applications.
- (g) This code section regulating private restrictions will be applicable in the following Zoning Districts, each of which is a "business district" within the meaning of this Ordinance:
 - (1) CB central business district.
 - (2) CH commercial highway district.
 - (3) CS commercial shopping center district.
 - (4) ID industrial district.
- (h) Appeals shall be regulated under ARTICLE XIV. – APPEALS
- (i) Enforcement of this section will be made under ARTICLE XII. – ADMINISTRATION. This Ordinance may also be enforced by means of affirmative or injunctive equitable relief through the Circuit Court for Outagamie County.

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

Adopted this 21st day of March, 2018.

VILLAGE OF LITTLE CHUTE

BY: _____
Michael Vanden Berg, Village President

BY: _____
Laurie Decker, Village Clerk

VILLAGE OF LITTLE CHUTE

VANGROLL FAMILY ANNEXATION ORDINANCE

ORDINANCE NO. 4, SERIES OF 2018

**AN ANNEXATION ORDINANCE ADOPTED BY THE VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF LITTLE CHUTE PURSUANT TO SECTION 66.0217 OF THE WISCONSIN STATUTES,
ANNEXING TERRITORY FROM THE TOWN OF VANDENBROEK WHERE ELECTORS RESIDE IN THE TERRITORY.**

WHEREAS, a Petition for Direct Annexation (Outagamie County) has been presented to the Village of Little Chute under statutory authority 66.0217(2), Wisconsin Statutes as amended; and,

WHEREAS, the petition was signed by all owners and all of the residents of the property within the proposed area for annexation; and,

WHEREAS, said Petition for Annexation contains a legal description of the territory proposed to be annexed sufficiently accurate to determine its location, designates the area to be annexed to the Village of Little Chute and designates the area as being proposed to be detached from the Town of Vandenbroek as located in Outagamie County; and,

WHEREAS, the Village of Little Chute Plan Commission has reviewed and recommended in favor of the proposed annexation; and,

WHEREAS, the Village of Little Chute Board of Trustees has determined that the proposed annexation is in the best interests of the Village of Little Chute and the owners of real estate in the proposed annexation area; and,

WHEREAS, the Wisconsin Department of Administration has reviewed annexation petition #14091 and found it to be in the public interest; and,

WHEREAS, the Village Board has reviewed advice received from the Wisconsin Department of Administration; and,

WHEREAS, an Annexation Ordinance of the proposed territory by the Village of Little Chute requires a two-thirds vote of the governing body (Board of Trustees) of the Village of Little Chute;

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

1. That the real estate described as: Beginning at the Southeast corner of Section 8 T21N R18E West along the Section line 2200 feet, Thence North 2640 feet to the North line of the Southeast quarter of Section 8 T21N R18E, Thence East 572.23 feet, Thence North 1320 feet to the North line of the Southwest quarter of the Northeast quarter Section 8, Thence East 330 feet to the Northeast corner of Southwest quarter of the Northeast quarter Section 8, Thence South 1320 feet to the Southeast corner of Southwest quarter of the Northeast quarter Section 8, Thence East 1320 feet to the Northeast corner of the Southeast quarter of Section 8, Thence South along the Section line 575.6 feet, Thence West 597.6 feet, Thence Southeast 74.08 feet, Thence Southeast 211.33 feet, Thence Southeast 162.97 feet, Thence East 455 feet to the Section line, Thence South 1642 feet to the Southeast corner of Section 8 T21N R18E and the Point of Beginning. Described area being part of the Southeast and Northeast quarters of Section 8 T21N R18E. Described area containing 139.71 Acres M/L, which is the same real estate as set forth in the Annexation Petition, be hereby annexed to the Village of Little Chute as located in Outagamie County, State of Wisconsin.

2. The territory is annexed to the Village for zoning purposes as follows: RC – Residential Conventional Single-family District excepting the Southern 440 feet which shall be zoned as CH – Commercial Highway District,
3. The territory is annexed to the Village for voting purposes is designated and attached to WARD 13,
4. That a scale map of the area, showing the boundaries of annexation territory and its relationship to the boundaries of the Village of Little Chute, is hereby adopted by reference.
5. The current population of the territory being annexed is four (4) persons, determined in accordance with the definition under Section 66.0217(3), Wisconsin Statutes.
6. This Annexation Ordinance shall be effective upon its enactment by a two-thirds vote of the Village Board of Trustees of the Village of Little Chute.
7. The Village Clerk of the Village of Little Chute shall file with the Wisconsin Secretary of State a certified copy of this Annexation Ordinance and with each company providing utility services in the area annexed. One original copy of this Annexation Ordinance shall be provided to the Outagamie County Register of Deeds for recording/filing purposes, and one certified copy shall be filed with the Clerk of each affected school district and township.
8. The Finance Director of the Village shall pay to the Town Clerk the amount of \$3,040.55 which represents total reimbursement of town portion of the property tax of the area annexed over a five year period.

Date introduced: March 21, 2018

Approved and adopted: March 21, 2018

VILLAGE OF LITTLE CHUTE

By: _____
Michael Vanden Berg, Village President

Attest: _____
Laurie Decker, Village Clerk

NUMBER VOTED FOR: _____
NUMBER VOTED AGAINST: _____

**State of Wisconsin)
Outagamie County) ss**

Personally appeared before me on the _____ day of _____, 2018 the above named officers, to me known to be the persons who executed the foregoing instrument and acknowledge the same.

Notary Public, State of Wisconsin

My Commission expires:



SCOTT WALKER

GOVERNOR

SCOTT A. NEITZEL

SECRETARY

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Voice (608) 264-6102 Fax (608) 264-6104

Email: wimunicipalboundaryreview@wi.gov

Web: <http://doa.wi.gov/municipalboundaryreview/>

February 14, 2018

PETITION FILE NO. 14091

LAURIE DECKER, CLERK
VILLAGE OF LITTLE CHUTE
108 W MAIN ST
LITTLE CHUTE, WI 54140-1750

CORY SWEDBERG, CLERK
TOWN OF VANDENBROEK
PO BOX 947
KAUKAUNA, WI 54130

Subject: VANGROLL FAMILY ANNEXATION

Section 66.0217 (6), Wis. Stats., provides that the annexation of lands to cities and villages within a county having a population of 50,000 or more shall be reviewed by the Department of Administration in order to determine if the proposed annexation is in the public interest or against the public interest. The proposed annexation from the TOWN OF VANDENBROEK to the VILLAGE OF LITTLE CHUTE (see attached description) must be reviewed pursuant to the statute.

To assist us in making this determination, we urge that you promptly supply the data requested on the enclosed questionnaire (where possible) and return the questionnaire to the department.

The purpose of this questionnaire is to assist the department in determining "Whether the governmental services, including zoning, to be supplied to the territory could clearly be better supplied by the town...." The statute further stipulates that the department shall study the "shape of the proposed annexation and the homogeneity of the territory with the annexing municipality." In addition, we would appreciate receiving from you any comments or information bearing on governmental services or shape and homogeneity that would indicate whether the annexation is in or against the public interest.

Please return the questionnaire as soon as possible so that the information can be reviewed prior to the department's statutory deadline of March 05, 2018. Direct any questions and comments to Erich Schmidtke at (608) 264-6102. Thank you for your cooperation.

For additional information on annexation or other land use issues, visit our web site at <http://doa.wi.gov/municipalboundaryreview/>.

Sincerely,

Erich Schmidtke

Enclosures

Request for Annexation Review

14091

Wisconsin Department of Administration

WI Dept. of Administration
Municipal Boundary Review
PO Box 1645, Madison WI 53701
608-264-6102 Fax: 608-264-6104
wimunicipalboundaryreview@wi.gov
<http://doa.wi.gov/municipalboundaryreview>

Petitioner Information

Name: **VANGROLL FAMILY**

Address: **W2964 EVERGREEN DR
APPLETON, WI 54913**

Email: **N/A**

Office use only:

RECEIVED

FEB 12 2018

Municipal Boundary Review
Wisconsin Dept. of Admin.

1. Town where property is located: **VANDENBROEK**

2. Petitioned City or Village: **LITTLE CHUTE**

3. County where property is located: **OUTAGAMIE**

4. Population of the territory to be annexed: **4**

5. Area (in acres) of the territory to be annexed: **139.71**

6. Tax parcel number(s) of territory to be annexed
(if the territory is part or all of an existing parcel): **20014700,
20001701, 200014800, 200014801, 200014100, 200014300,
200014500**

Petitioners phone:

920-788-9758

Town clerk's phone:

920-850-1848

City/Village clerk's phone:

920-423-3852

Contact Information if different than petitioner:

Representative's Name and Address:
PAUL VANGROLL

W2964 EVERGREEN DRIVE

APPLETON, WI 54913

Phone: **920-788-9758**

E-mail:

Surveyor or Engineering Firm's Name & Address:
**DIRECTOR OF COMMUNITY
DEVELOPMENT JAMES E. MOES**

108 W. MAIN STREET

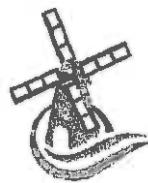
LITTLE CHUTE, WI 54140

Phone: **920-423-3870**

E-mail: **JIM@LITTLECHUTEWI.ORG**

Required Items to be provided with submission (to be completed by petitioner):

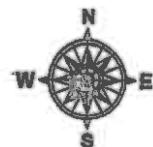
- Legal Description meeting the requirements of s.66.0217 (1) (c) [see attached annexation guide]
- Map meeting the requirements of s. 66.0217 (1) (g) [see attached annexation guide]
- Signed Petition or Notice of Intent to Circulate is included
- Indicate Statutory annexation method used:
 - Unanimous per s. 66.0217 (2), or,
OR
 - Direct by one-half approval per s. 66.0217 (3)
- Check or money order covering review fee [see next page for fee calculation]



Village of Little Chute

Annexation

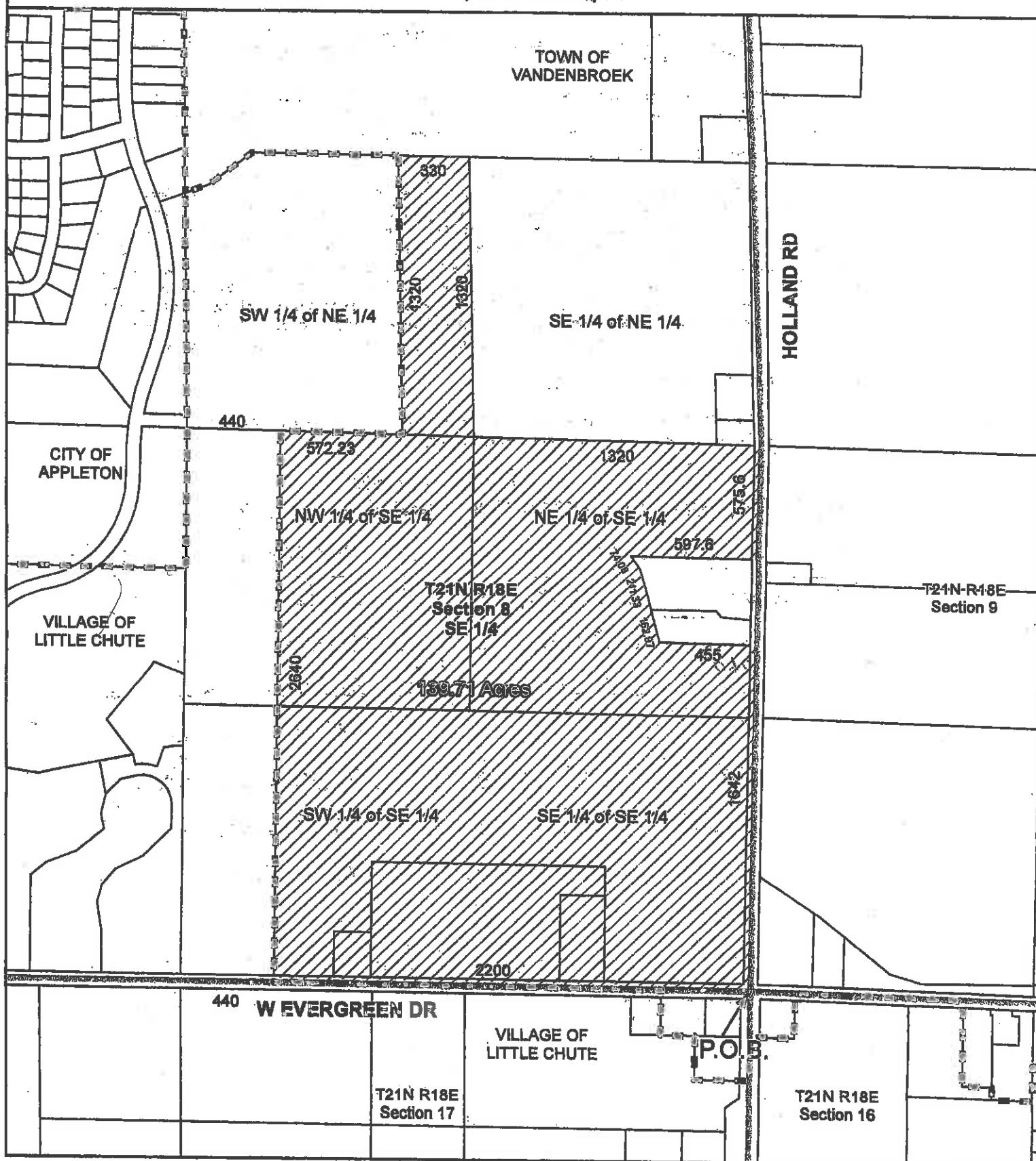
January 2018



1 Inch = 600 feet

0 600 Feet

- Proposed Annexation
- Parcel
- Municipal Boundary
- PLSS Section Boundary



14097

VANGROLL FAMILY ANNEXATION

PETITION FOR DIRECT ANNEXATION BY UNANIMOUS APPROVAL PURSUANT TO SECTION 66.0217(2)
WISCONSIN STATUTES WHERE ELECTORS RESIDE IN THE TERRITORY

We, the undersigned, constituting all of the residents and owners of real property in the following territory of the Town of Vandenbrouck Outagamie County, Wisconsin, lying contiguous to the Village of Little Chute, petition the Village Board of the Village of Little Chute to annex the territory described below and shown on the attached scale map to the Village of Little Chute, Outagamie County, Wisconsin:

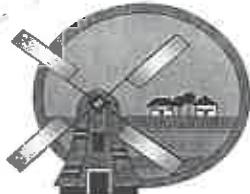
Described as: Beginning at the Southeast corner of Section 8 T21N R18E West along the Section line 2200 feet, Thence North 2640 feet to the North line of the Southeast quarter of Section 8 T21N R18E, Thence East 572.23 feet, Thence North 1320 feet to the North line of the Southwest quarter of the Northeast quarter Section 8, Thence East 330 feet to the Northeast corner of Southwest quarter of the Northeast quarter Section 8, Thence South 1320 feet to the Southeast corner of Southwest quarter of the Northeast quarter Section 8, Thence East 1320 feet to the Northeast corner of the Southeast quarter of Section 8, Thence South along the Section line 575.6 feet, Thence West 597.6 feet, Thence Southeast 74.08 feet, Thence Southeast 211.33 feet, Thence Southeast 162.97 feet, Thence East 455 feet to the Section line, Thence South 1642 feet to the Southeast corner of Section 8 T21N R18E and the Point of Beginning. Described area being part of the Southeast and Northeast quarters of Section 8 T21N R18E. Described area containing 139.71 Acres M/L.

The current population of such territory is 4.

We, the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation or consolidation proceedings, if any.

Signature of Petitioners	Date of Signing	Check each that applies.		Address
		Owner	Elector	
Pete Van Davel	1/24/18	X	X	W3040 Evergreen Dr
Paul Van Davel	1/24/18	X	X	W3040 Evergreen Dr.
Ruby Van Davel	1-24-18	X	X	W2964 Evergreen Dr
Jaime Van Davel	1-29-18	X	X	W3040 Evergreen Dr.
Lou A. Goller	1/25/18	X	—	149 Francis St. Kaukauna
Mark Van Davel	1-25-18	X	—	3678 Fox Fire Place Martinez, GA. 38907
Cheryl Motteret	1/25/18	X	—	701 Warren Lane Verona
Mitchell Van Davel	1/25/18	X	—	321 Albrecht Dr. Appleton, WI 54915
Maggie Van Davel	1-27-18	X	—	W1517 Emmett Ln. Freedom WI 54941
Jessie Van Davel	1-27-18	X	—	W5525 Sunnyside Lane Appleton, WI 54915
Mallie Christie	1-27-18	X	—	W5478 White Clover Cir. Appleton, WI
Scott Van Davel	1-28-18	X	—	W4409 Bell Ct. Freedom, WI 54941
Joe Plesch	1-28-18	X	—	907 Jefferson St. Little Chute WI 54140
John Dill	1-30-18	X	—	113512 Scenic Ln. Freedom, WI 54941

MAP ON REVERSE SIDE OF PETITION



Permit Fee \$100	Date Paid	3/12/18
Date Issued:	License No. _____	
Licensing Period: Beginning:	Ending June 30, 2018	

Village of Little Chute, 108 W. Main Street, Little Chute, WI 54140 www.littlechutewi.org
Application for Outdoor Alcoholic Beverage Permits at "Class B" Beer/Liquor, Class "B" Beer and/or
"Class C" Wine License

Individual

Partnership

Corporation

Limited Liability Company

Business Name of Applicant: McMahon Vandenberg Inc Village Lanes

Applicants Mailing Address: 1300 E Lincoln Ave Little Chute, WI 54140

Applicants Phone #: 920-438-3346

Name of Agent: Colleen McMahon

Current Liquor License(s) Held: Class B

(Or Applied For)

Name of establishment to be licensed: Village Lanes

Address of Premises: 500 Moasis Dr., Little Chute, WI 54140

Business Phone: 920-788-2242

REQUIREMENTS (see attached Outdoor Alcoholic Beverage Permit Ordinance)

1. All applicants must submit a Site Plan professionally drawn to scale to the Community Development Department for review by the Zoning Administrator.
2. Applicants must accurately describe the outdoor area intended for use for consumption of alcoholic beverages. (Be Specific, square footage, physical locations, tables/chairs, refuse disposal, fencing, materials, lighting etc.) (Describe on sheet of paper and attach to this application)
3. Is the property located at least 100 feet from the nearest residential structure?
4. Provide the square footage of the gross floor area of the licensed premise enclosed within the building.

You must attach the following information to this Application:

A Site Plan and Detailed Description of the Outdoor Area

Application Fee of \$100

All property owners within one hundred fifty (150) feet of the proposed outdoor entertaining area will be notified of the pending application for an Outdoor Alcoholic Beverage Permit.

I declare under penalty of law that all of the information is true and correct to the best of my knowledge.

Signature of Applicant

Colleen P. McMahon

Date

3-12-18

To be completed by Village Clerk: Date Received 3/12/18

Clerk's Signature

Laurie Decker

Date to Zoning Administrator 3-15-18 Approved X Denied _____ Modifications Needed:

Police Review- Date Sent 3/13/18 Approved X Denied _____

Fire Department Review – Date Sent 3/13/18 Approved X Denied _____

#64

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261.2

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Village
of
Little Chute

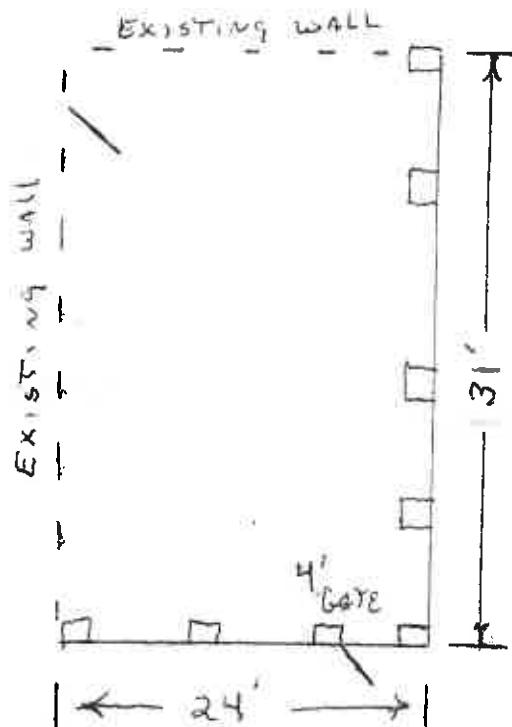


37.5 75 150 225 300 375 450

Colleen McMahon
920-478-3346
owner

Scott Sievert
920-257-3871

36" Door 42" off outside wall



6' High privacy fence
with 4' emergency exit gate

1x6 fence boards attached
to 2x4's posts would be
2 1/2 dia steel pipe

* spoke w/ Jim Mays and he

Village of Little Chute
REQUEST FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: Village Wide Wayfinding

PREPARED BY: Adam Breest, Parks, Recreation, & Forestry Director

REPORT DATE: March 16, 2018

ADMINISTRATOR'S REVIEW/COMMENTS:

No additional comments to this report: _____

See additional comments attached: _____

EXPLANATION: As part of the Village of Little Chutes Strategic Plan the Village of Little Chute Park Planning Commission began work on updating the Village of Little Chute Vehicle Wayfinding System in 2016. Our current signs are outdated and do not call out all of the destinations that we would like to highlight around town. The primary goal of this system is to guide non-residents and residents to village amenities, schools, parks, and the downtown area.

Following the discussion from the regular board meeting on March 7, 2018 I have included the following notes.

- The placement of the wayfinding signs has not changed since the March 7th meeting.
- The only sign to change from a design perspective was sign number 12. It was changed to a large sign to call out more items similar to signs 10 and 11 at the intersection of 00 and Freedom.
- Trustee Elrick asked that the downtown sign located outside of Walgreens stay within the plan. The decision of whether or not to reface this sign needs to be determined.
- The LC School District is interested in having the schools identified on the signs. After discussion with Administrator Botz they have informed me that they will not contribute financially towards the project. I estimated their contribution to be \$1413.79 of the overall project cost. Staff feel that from a community perspective it is important to include the schools on the signs and would recommend to leave the schools on the signs.
- We will be getting a second estimate on the project to bring back to the Village Board at an upcoming meeting.

The funding for this project is planned to be paid through the village's room tax. There was \$30,000 budgeted for this project in the CIP. We will install the wayfinding signs in house with the municipal services staff beginning in 2018. The monument signs would be installed by the contractor. We will place a new monument sign within a village easement by Fox Valley Tool & Die and reface the monument sign in Heritage Park. It was recommended by the Plan Commission to leave the Walgreens sign with the old logo due to cost.

The attached plan has been recommended for approval by the Park Planning Committee and the Plan Commission.

ATTACHMENTS: Village Map, New Proposed Sign Inventory, Sign Family, Monument Signs

RECOMMENDATION: Discussion/Action Village Wide Wayfinding Placement and Design

	Location(s)	Arrow	Pole	Size
1	Downtown Heesakker Park Heritage Parkway Trail	Up Left Left	Decorative	Medium
2	Heesakker Park Heritage Parkway Trail	Right Right	Decorative	Medium
3	Doyle Park & Pool Downtown Village Hall Windmill	Left Up Up Up	Decorative	Medium
4	Doyle Park & Pool	Right	Decorative	Medium
5	Doyle Park & Pool Village Hall Windmill Legion Park Police/Fire	Up Up Up Left Left	Black Aluminum Pole	Large
6	Library/Civic Center Public Parking Public Parking	Left Left Right	Black Aluminum Pole	Medium
7	Library/Civic Center Public Parking Public Parking	Right Right Left	Black Aluminum Pole	Medium
8	Elementary School Legion Park Police/Fire Intermediate/Middle/High School	Left Left Left Up	Black Aluminum Pole	Medium
9	Elementary School Legion Park Police/Fire Downtown	Right Right Right Up	Black Aluminum Pole	Medium
10	Downtown Doyle Park & Pool Elementary School Legion Park	Left Left Left Left	Black Aluminum Pole	Large

			Black Aluminum Pole	Large
	Police/Fire Village Hall Intermediate/Middle/High School	Left Left Right		
11	Downtown Doyle Park Pool & Slide Elementary School Legion Park Police/Fire Village Hall Intermediate/Middle/High School	Up Up Up Up Up Up Left	Black Aluminum Pole	Large
12	Downtown Doyle Park Pool & Slide Elementary School Legion Park Police/Fire Village Hall Intermediate/Middle/High School	Right Right Right Right Right Right Left	Black Aluminum Pole	Large
13	Downtown Elementary School Legion Park Police/Fire Village Hall Windmill Intermediate/Middle/High School	Right Right Right Right Right Right Up	Black Aluminum Pole	Large
14	Elementary School Legion Park Police/Fire Downtown	Left Left Left Up	Black Aluminum Pole	Medium
15	Downtown Doyle Park & Pool Village Hall Windmill	Left Left Left Left	Black Aluminum Pole	Medium
16	Intermediate/Middle/High School Van Lieshout Park	Right Left	Black Alum Pole	Medium

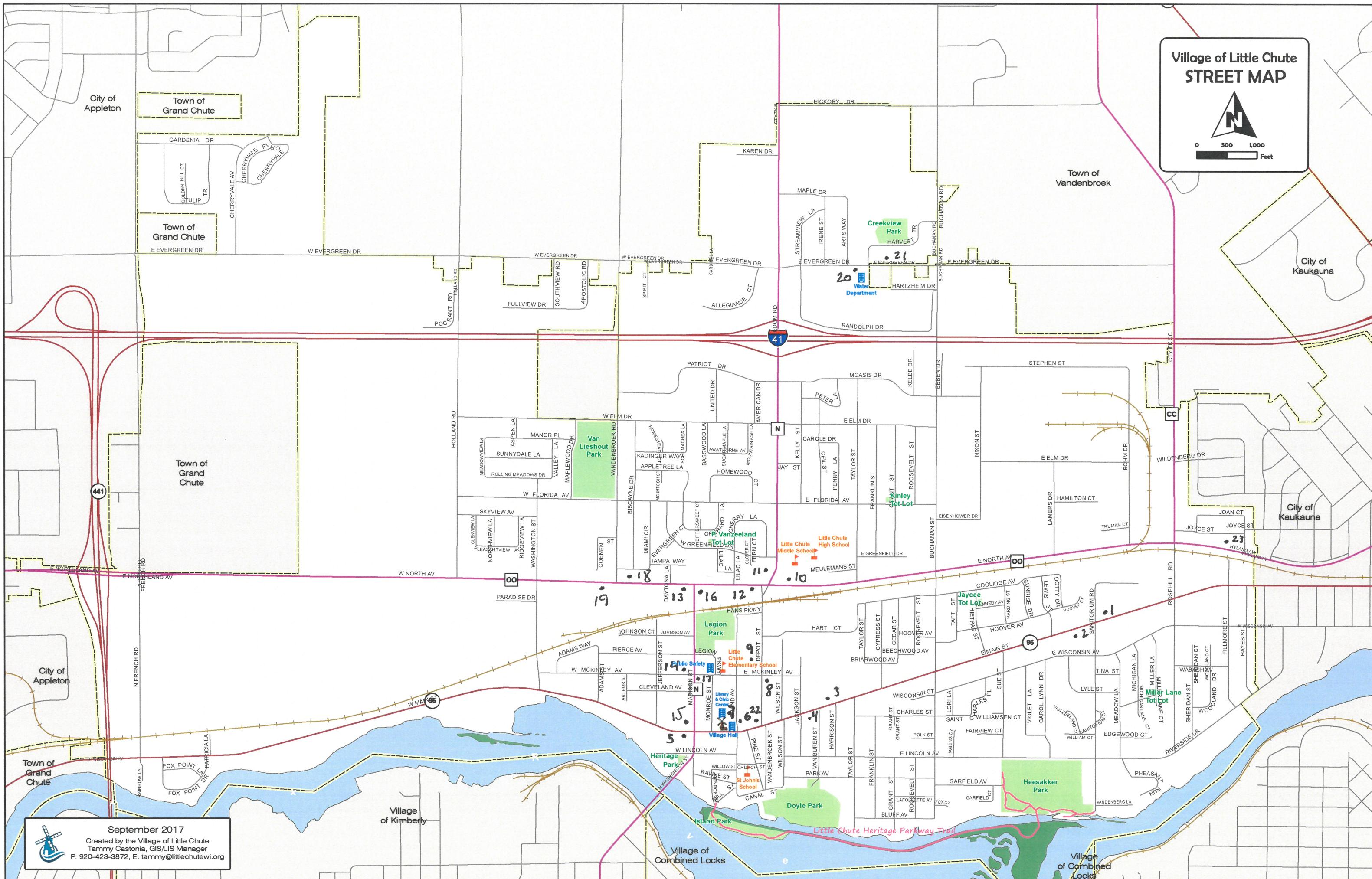
17	Elementary School Legion Park Police/Fire	Right Right Right	Black Alum Pole	Medium
18	Van Lieshout Park	Right	Wood Post	Small
19	Van Lieshout Park	Left	Wood Post	Small
20	Creekview Park	Left	Wood Post	Small
21	Creekview Park	Right	Wood Post	Small
22	Doyle Park & Pool	Left	Black Pole	Small
23	Welcome to Little Chute		Wood Post	

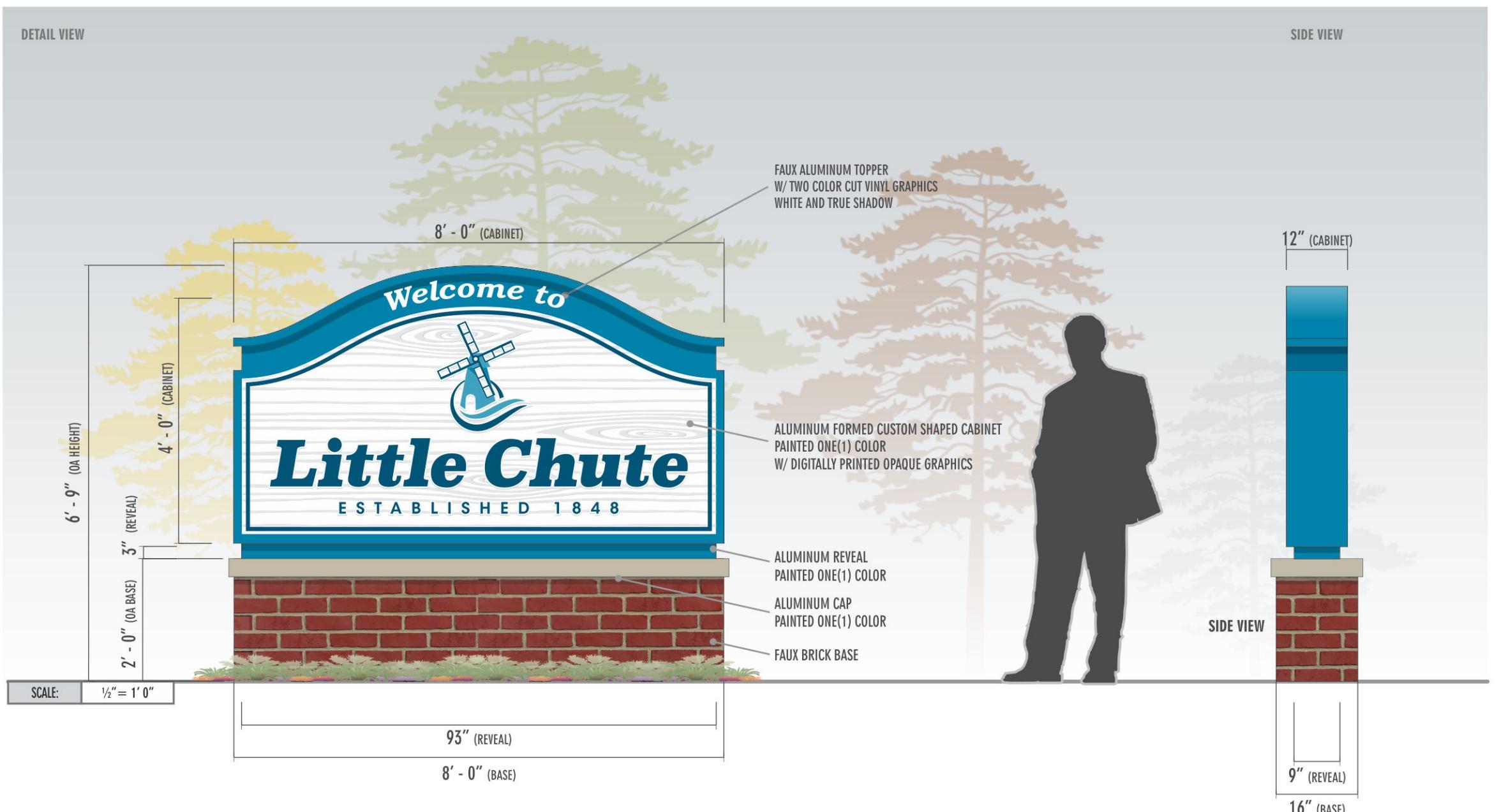
**potentially another HOTV Sign

Village of Little Chute STREET MAP



500 1,000
Feet





CLIENT:	VILLAGE OF LITTLE CHUTE
STREET ADDRESS:	108 W MAIN ST
CITY / STATE:	LITTLE CHUTE, WI
SCOPE:	2016 - SCOPE
DATE:	12/9/16
SALES:	ROD FREDRICKSON
DESIGNER:	MIKE FRASSETTO
GENERAL SPECIFICATIONS	
VOLTAGE:	NA 120v 277v OTHER UNKNOWN
POWER DRAW:	NA 000 AMPS - TOTAL UNKNOWN
SQUARE FOOTAGE:	100 - APPROX.
COLOR SCHEDULE	
1	PRINT TO MATCH PMS 7701C
2	PRINT TO MATCH PMS 7704C
3	PAINT TO MATCH PMS 7704C
4	ORACAL 751010 WHITE
5	AVERY TRUE SHADOW VINYL
6	PAINT TO MATCH FAUX BRICK GROUT
7	COLOR CALL OUT
8	COLOR CALL OUT
REQUIRED ITEMS	
CLEAN ART?	AN ART RESTORATION FEE MAY BE APPLIED TO PROJECT IF PRODUCTION READY ARTWORK IS NOT PROVIDED BY CLIENT PRIOR TO PRODUCTION
FIELD SURVEY?	ANY PRICE ASSOCIATED WITH THIS DESIGN CAN NOT BE GUARANTEED. FINDINGS DURING A FIELD SURVEY MAY IMPACT ESTIMATED TIME/MATERIALS
COLORS?	COLORS ON THIS DOCUMENT WERE SELECTED BY DESIGNER FOR CLIENT REVIEW. COLORS MUST BE APPROVED BY CLIENT PRIOR TO PRODUCTION
MISC. ITEMS?	EXPLAIN HERE
REVISION SCHEDULE	
7/26/17	UPDATED LOGO AND COLORS
12/18/17	SIMPLIFIED CONSTRUCTION FOR COST
00/00/00	EXPLAIN REVISION:

PLEASE SIGN BELOW STATING THAT THIS DESIGN IS APPROVED

BY SIGNING THIS DOCUMENT, YOU ARE AGREEING TO ALL SPECIFICATIONS/SCOPE OF WORK DESCRIBED ON THIS DRAWING & THE PROPOSAL MATCHING THE DESIGN ID #. PRODUCTION OF THIS PROJECT WILL NOT BE ALLOWED WITHOUT A SIGNATURE.

DEVELOP NEW S/F NON LIT MONUMENT SIGN FOR "WELCOME TO LITTLE CHUTE"

OPT. #1

10268-A2

1

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REMOVE AND DISPOSE OF EXISTING FACE

CLIENT:	VILLAGE OF LITTLE CHUTE
STREET ADDRESS:	108 W MAIN ST
CITY / STATE:	LITTLE CHUTE, WI
SCOPE:	2017 - FACE REPLACEMENT
DATE:	12/15/17
SALES:	ROD FREDRICKSON
DESIGNER:	MIKE FRASSETTO
GENERAL SPECIFICATIONS	
VOLTAGE:	NA 120v 277v OTHER UNKNOWN
POWER DRAW:	NA 000 AMPS - TOTAL UNKNOWN
SQUARE FOOTAGE:	100 - APPROX.
COLOR SCHEDULE	
1	PRINT TO MATCH PANTONE 7701C
2	PRINT TO MATCH PANTONE 7704C
3	COLOR CALL OUT
4	COLOR CALL OUT
5	COLOR CALL OUT
6	COLOR CALL OUT
7	COLOR CALL OUT
8	COLOR CALL OUT
REQUIRED ITEMS	
CLEAN ART?	AN ART RESTORATION FEE MAY BE APPLIED TO PROJECT IF PRODUCTION READY ARTWORK IS NOT PROVIDED BY CLIENT PRIOR TO PRODUCTION
FIELD SURVEY?	ANY PRICE ASSOCIATED WITH THIS DESIGN CAN NOT BE GUARANTEED. FINDINGS DURING A FIELD SURVEY MAY IMPACT ESTIMATED TIME/MATERIALS
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MISC. ITEMS ?	EXPLAIN HERE
REVISION SCHEDULE	
00/00/00	EXPLAIN REVISION:
PLEASE SIGN BELOW STATING THAT THIS DESIGN IS APPROVED	
<input checked="" type="checkbox"/>	
BY SIGNING THIS DOCUMENT, YOU ARE AGREEING TO ALL SPECIFICATIONS/SCOPE OF WORK DESCRIBED ON THIS DRAWING & THE PROPOSAL MATCHING THE DESIGN ID #. PRODUCTION OF THIS PROJECT WILL NOT BE ALLOWED WITHOUT A SIGNATURE.	

FABRICATE AND INSTALL ONE(1) NEW FACE FOR EXISTING S/F MONUMENT SIGN

OPT. #1

11221

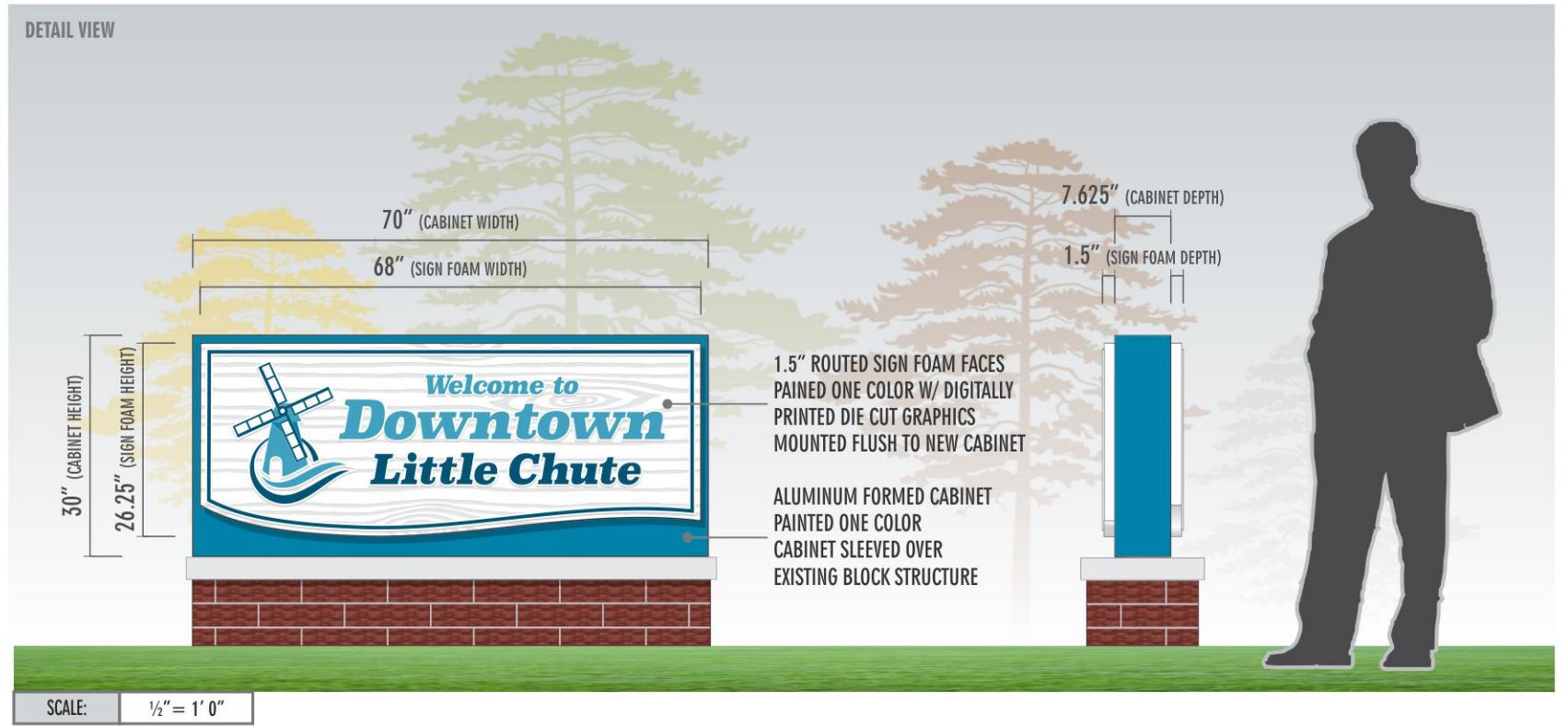
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REMOVE AND DISPOSE OF EXISTING SIGN FOAM FACES AND CABINET



TOP ROW OF BLOCKS HAS BEEN REMOVED PRIOR TO INSTALL OF EXISTING SIGN

CLIENT:	VILLAGE OF LITTLE CHUTE				
STREET ADDRESS:	108 W MAIN ST				
CITY / STATE:	LITTLE CHUTE, WI				
SCOPE:	2017 - FACE REPLACEMENT				
DATE:	12/15/17				
SALES:	ROD FREDRICKSON				
DESIGNER:	MIKE FRASSETTO				
GENERAL SPECIFICATIONS					
VOLTAGE:	NA	120v	277v		
POWER DRAW:	NA	000 AMPS - TOTAL	UNKNOWN		
SQUARE FOOTAGE:	100 - APPROX.				
COLOR SCHEDULE					
1	PRINT TO MATCH PANTONE 7701C				
2	PRINT TO MATCH PANTONE 7704C				
3	PAINT SATIN WHITE				
4	PAINT TO MATCH PANTONE 7704C				
5	COLOR CALL OUT				
6	COLOR CALL OUT				
7	COLOR CALL OUT				
8	COLOR CALL OUT				
REQUIRED ITEMS					
<input checked="" type="checkbox"/> CLEAN ART?	AN ART RESTORATION FEE MAY BE APPLIED TO PROJECT IF PRODUCTION READY ARTWORK IS NOT PROVIDED BY CLIENT PRIOR TO PRODUCTION				
<input checked="" type="checkbox"/> FIELD SURVEY?	ANY PRICE ASSOCIATED WITH THIS DESIGN CAN NOT BE GUARANTEED. FINDINGS DURING A FIELD SURVEY MAY IMPACT ESTIMATED TIME/MATERIALS				
<input checked="" type="checkbox"/> COLORS?	COLORS ON THIS DOCUMENT WERE SELECTED BY DESIGNER FOR CLIENT REVIEW. COLORS MUST BE APPROVED BY CLIENT PRIOR TO PRODUCTION				
<input checked="" type="checkbox"/> MISC. ITEMS ?	EXPLAIN HERE				
REVISION SCHEDULE					
00/00/00	EXPLAIN REVISION:				
00/00/00	EXPLAIN REVISION:				
00/00/00	EXPLAIN REVISION:				
00/00/00	EXPLAIN REVISION:				
00/00/00	EXPLAIN REVISION:				
00/00/00	EXPLAIN REVISION:				
PLEASE SIGN BELOW STATING THAT THIS DESIGN IS APPROVED					
<input checked="" type="checkbox"/>					
BY SIGNING THIS DOCUMENT, YOU ARE AGREEING TO ALL SPECIFICATIONS/SCOPE OF WORK DESCRIBED ON THIS DRAWING & THE PROPOSAL MATCHING THE DESIGN ID #. PRODUCTION OF THIS PROJECT WILL NOT BE ALLOWED WITHOUT A SIGNATURE.					

FABRICATE AND INSTALL NEW NON LIT CABINET W/ SIGN FOAM FACES.

OPT. #1

11221-A

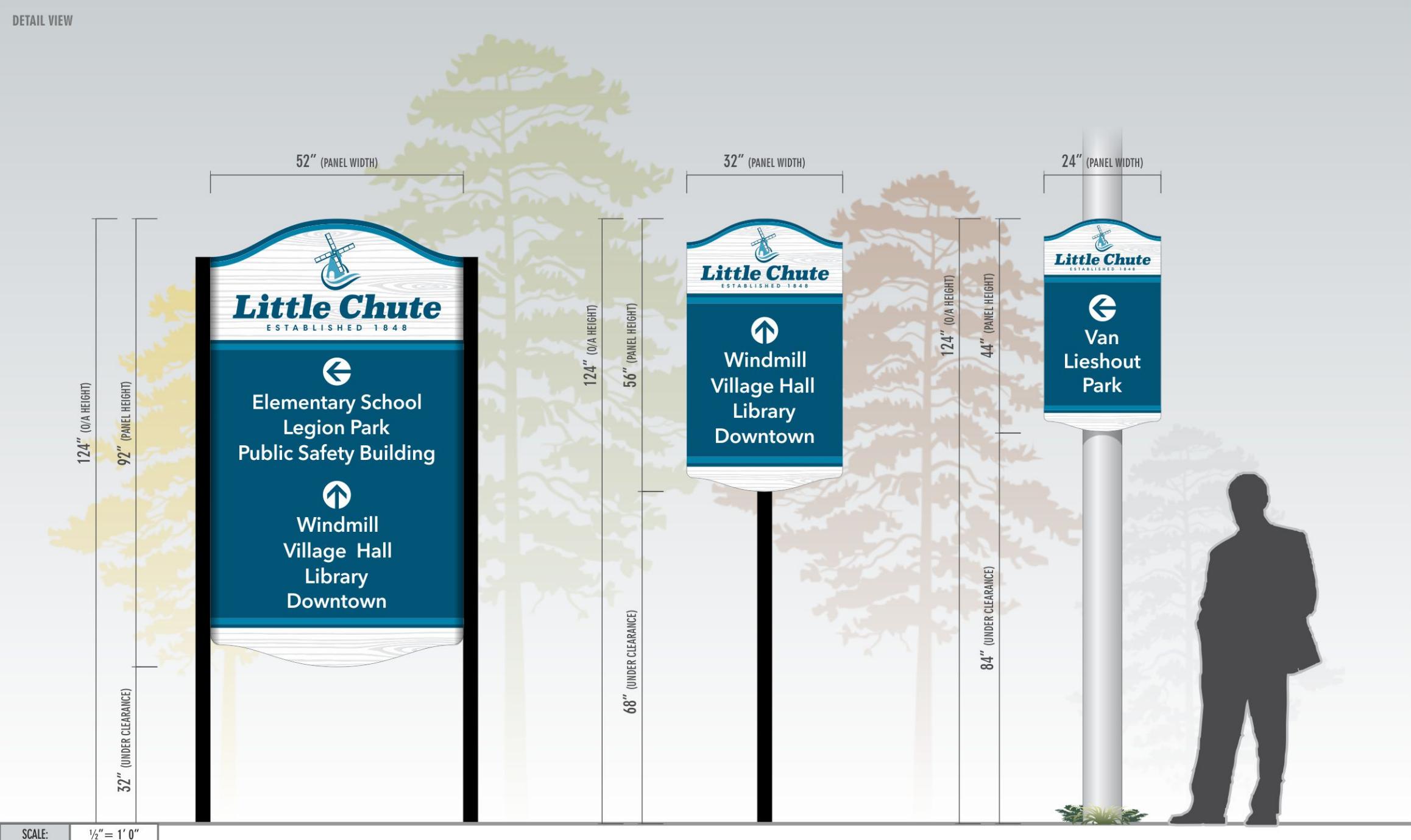
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LARGER DIRECTIONAL SIGN
 ALUMINUM PANEL - PAINTED ONE COLOR
 DECORATED W/ DIGITALLY PRINTED GRAPHICS
 PANEL MOUNTED BETWEEN 3" SQUARE TUBES - PAINTED ONE COLOR

MEDIUM DIRECTIONAL SIGN
 ALUMINUM PANEL - PAINTED ONE COLOR
 DECORATED W/ DIGITALLY PRINTED GRAPHICS
 PANEL MOUNTED TO 3" SQUARE TUBE - PAINTED ON COLOR

SMALL DIRECTIONAL SIGN
 ALUMINUM PANEL - PAINTED ONE COLOR
 DECORATED W/ DIGITALLY PRINTED GRAPHICS
 PANEL MOUNTED STREET POSTS W/ BUCKLE BRACKETS

CLIENT:	VILLAGE OF LITTLE CHUTE
STREET ADDRESS:	108 W MAIN ST
CITY / STATE:	LITTLE CHUTE, WI
SCOPE:	2016 - SCOPE
DATE:	12/9/16
SALES:	ROD FREDRICKSON
DESIGNER:	MIKE FRASSETTO
GENERAL SPECIFICATIONS	
VOLTAGE:	NA 120v 277v OTHER UNKNOWN
POWER DRAW:	NA 000 AMPS - TOTAL UNKNOWN
SQUARE FOOTAGE:	100 - APPROX.
COLOR SCHEDULE	
1	PRINT TO MATCH PMS 7701C
2	PRINT TO MATCH PMS 7704C
3	PAINT TO MATCH PMS 7704C
4	PAINT SATIN BLACK
5	COLOR CALL OUT
6	COLOR CALL OUT
7	COLOR CALL OUT
8	COLOR CALL OUT

REQUIRED ITEMS	
CLEAN ART?	AN ART RESTORATION FEE MAY BE APPLIED TO PROJECT IF PRODUCTION READY ARTWORK IS NOT PROVIDED BY CLIENT PRIOR TO PRODUCTION
FIELD SURVEY?	ANY PRICE ASSOCIATED WITH THIS DESIGN CAN NOT BE GUARANTEED. FINDINGS DURING A FIELD SURVEY MAY IMPACT ESTIMATED TIME/MATERIALS
COLORS?	COLORS ON THIS DOCUMENT WERE SELECTED BY DESIGNER FOR CLIENT REVIEW. COLORS MUST BE APPROVED BY CLIENT PRIOR TO PRODUCTION
MISC. ITEMS ?	EXPLAIN HERE

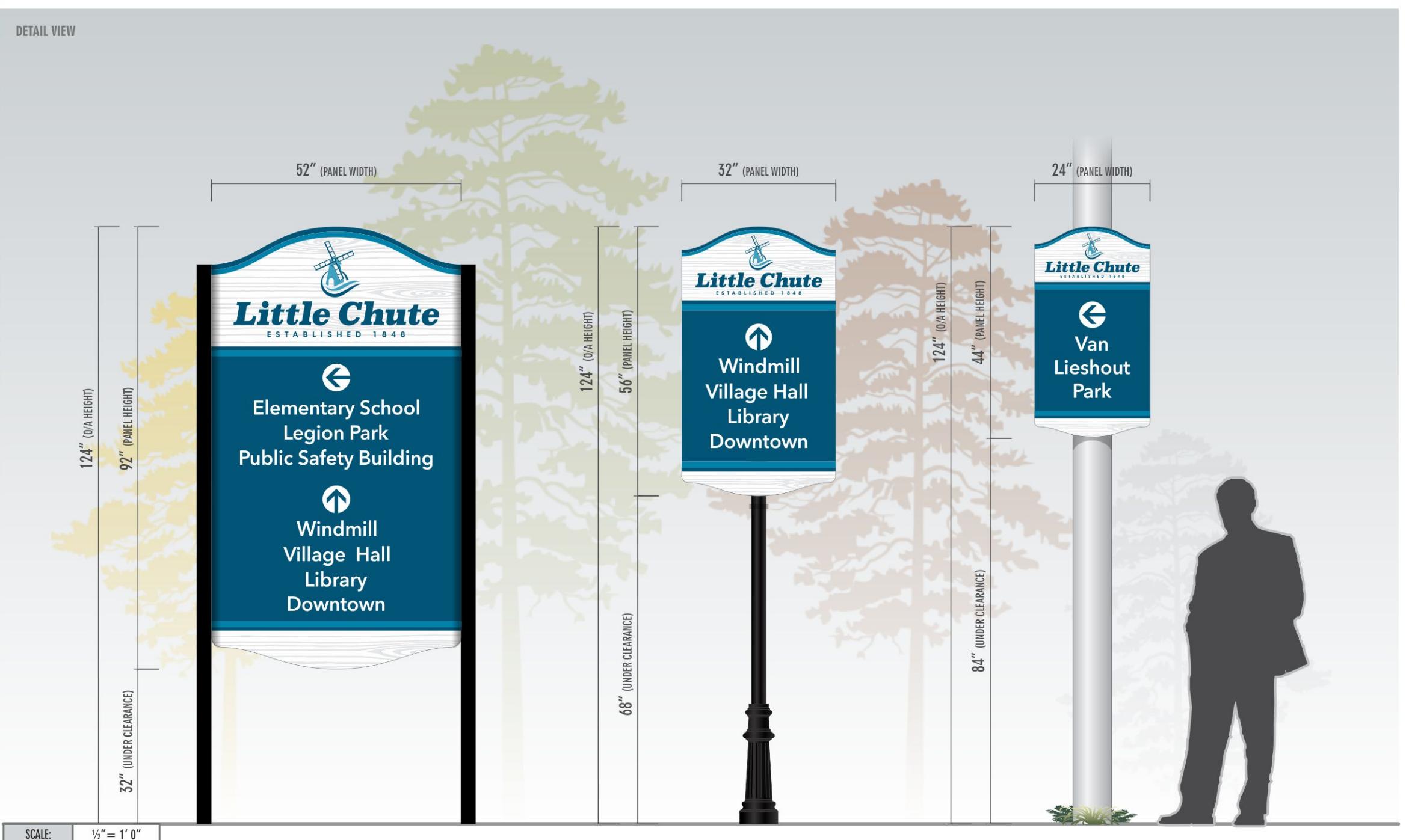
REVISION SCHEDULE	
7/26/17	UPDATED LOGO AND COLORS
2/9/18	UPDATED PANEL LAYOUT
00/00/00	EXPLAIN REVISION:

PLEASE SIGN BELOW STATING THAT THIS DESIGN IS APPROVED	
X	

BY SIGNING THIS DOCUMENT, YOU ARE AGREEING TO ALL SPECIFICATIONS/SCOPE OF WORK DESCRIBED ON THIS DRAWING & THE PROPOSAL MATCHING THE DESIGN ID #. PRODUCTION OF THIS PROJECT WILL NOT BE ALLOWED WITHOUT A SIGNATURE.

OPT. #3
10268-R
1
CONCEPTUAL DESIGN ONLY!
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DETAIL VIEW



LARGER DIRECTIONAL SIGN
 ALUMINUM PANEL - PAINTED ONE COLOR
 DECORATED W/ DIGITALLY PRINTED GRAPHICS
 PANEL MOUNTED BETWEEN 3" SQUARE TUBES - PAINTED ONE COLOR

MEDIUM DIRECTIONAL SIGN
 ALUMINUM PANEL - PAINTED ONE COLOR
 DECORATED W/ DIGITALLY PRINTED GRAPHICS
 PANEL MOUNTED TO ROUND POLE W/ DECORATIVE BASE

SMALL DIRECTIONAL SIGN
 ALUMINUM PANEL - PAINTED ONE COLOR
 DECORATED W/ DIGITALLY PRINTED GRAPHICS
 PANEL MOUNTED STREET POSTS W/ BUCKLE BRACKETS

BY SIGNING THIS DOCUMENT, YOU ARE AGREEING TO ALL SPECIFICATIONS/SCOPE OF WORK DESCRIBED ON THIS DRAWING & THE PROPOSAL MATCHING THE DESIGN ID #. PRODUCTION OF THIS PROJECT WILL NOT BE ALLOWED WITHOUT A SIGNATURE.

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OPT. #4

10268-R

1

CONCEPTUAL DESIGN ONLY!
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Village of Little Chute
INFORMATION FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: Amendments to 2018 Wage Tables and Updated Job Descriptions

PREPARED BY: James Fenlon, Administrator

REPORT DATE: March 13, 2018

EXPLANATION: In recent past, we have discussed amendments to the job descriptions for the Director of Public Works and the Village Engineer. Attached to this document are the redline amended job descriptions (provided for comparative review). These documents have been reviewed by staff and are recommended for approval.

Below is the recommended amended 2018 Wage Table for the DPW Director and Village Engineer:

Current 2018 Wage Table				
	Village Engineer	2018	DPW Director	2018
Step 1	\$65,236.20	\$31.36	\$62,170.34	\$29.89
Step 2	\$67,539.77	\$32.47	\$64,365.17	\$30.94
Step 3	\$69,842.30	\$33.58	\$66,558.95	\$32.00
Step 4	\$72,145.87	\$34.69	\$68,753.78	\$33.05
Step 5	\$74,448.40	\$35.79	\$70,947.56	\$34.11
Step 6	\$76,751.98	\$36.90	\$73,142.38	\$35.16
Step 7	\$79,055.55	\$38.01	\$75,336.16	\$36.22
Step 8	\$81,358.08	\$39.11	\$77,530.99	\$37.27
Step 9	\$83,661.65	\$40.22	\$79,724.77	\$38.33
Step 10	\$85,964.18	\$41.33	\$81,919.59	\$39.38
Step 11	\$88,267.75	\$42.44	\$84,113.37	\$40.44

Proposed Changes to the 2018 Wage Table				
	Village Engineer	2018	Public Works Director	2018
Step 1	\$76,567.94	\$36.81	\$65,236.20	\$31.36
Step 2	\$79,269.91	\$38.11	\$67,539.77	\$32.47
Step 3	\$81,972.92	\$39.41	\$69,842.30	\$33.58
Step 4	\$84,674.89	\$40.71	\$72,145.87	\$34.69
Step 5	\$87,377.90	\$42.01	\$74,448.40	\$35.79
Step 6	\$90,079.87	\$43.31	\$76,751.98	\$36.90
Step 7	\$92,781.84	\$44.61	\$79,055.55	\$38.01
Step 8	\$95,484.85	\$45.91	\$81,358.08	\$39.11
Step 9	\$98,186.82	\$47.21	\$83,661.65	\$40.22
Step 10	\$100,889.83	\$48.50	\$85,964.18	\$41.33
Step 11	\$103,591.80	\$49.80	\$88,267.75	\$42.44

RECOMMENDATION: Approve the attached job descriptions for the Village Engineer and Director of Public Works and the amended 2018 Wage Tables.

VILLAGE OF LITTLE CHUTE
VILLAGE ENGINEER
JOB DESCRIPTION

Pay Grade 10

Pay Range: \$62,387.69 - \$84,413.97

NATURE OF WORK

Under supervision and direction from the Village Administrator, the Village Engineer performs professional and technical engineering duties for the municipality. This position also performs supervisory and administrative duties in planning and coordinating the operation of Engineering Services for the Village.

The Engineering Department is responsible for recommending improvements, providing cost estimates, preparing plans and supervising the construction of public works projects to improve the Village infrastructure systems. The Engineering Department also assists in the review of plans for private development and construction inspection of erosion control practices for public road improvement projects. Performs administrative functions and supervises the engineering work for the Village of Little Chute by designing and planning engineering projects and studies related to Village infrastructure. Engages in long-range planning and completes required reports.

Performs engineering functions: designs and drafts Public Works projects. Oversees improvements, extensions, and repairs to the water, sewer, storm sewer, and streets. Writes contracts, prepares bids for projects, prepares cost estimates, and oversees surveying activities. Performs other duties as directed.

Works under the direct supervision of the Director of Public Works.

ILLUSTRATIVE EXAMPLES OF WORK

- Design and draft plans for (re) construction of streets, water, sanitary sewer and storm water facilities and other Public Works as directed.
- Prepare and/or review pay estimates submitted by contractors and prepare payments on Public Works projects.
- Review new subdivisions for conformance with Village standards.
- Respond to public or other inquiries/complaints relative to engineering policies and procedures on specific projects and other information. Evaluates issues and options regarding municipal public works and makes recommendations.
- Furnish professional advice in regard to proposals made, specifications and standards set forth, soundness of design, theory and construction practice.
- Make periodic field inspections of construction activities under contract.
- May perform major inspection work on projects involving advanced engineering knowledge and skills.
- Develop and design criteria, standards and specifications for streets, water, sewer and drainage systems.

- Provides information for master planning, streets, flood control, and public utility extension.
- Supervise, direct, plan and coordinate all activities and personnel in the Engineering Department.
- Develops budget for Engineering Department; establishes Engineering Department budget with Finance Director; approves expenditures for Engineering Department.
- Responsible for maintaining drawings, specifications, contracts and preparation of assessment rolls.
- Coordinates and/or undertakes the Capital Improvements Program and other plans involving municipal infrastructure.
- Maintains the engineering library and infrastructure records.
- Reviews utility permits, street use permits, franchise utility permits, etc.
- Maintains regular contact with consulting engineers, construction project engineers, City, County, State and Federal agencies, professional and technical groups and the general public regarding Department activities and services.
- Assists in the evaluation of transportation and traffic impacts of development proposals, permits, rezones, plats, etc. Prepares traffic, utility and other studies and reports.
- Provides intersection signal and channelization design.
- Develops and maintains a pavement management system.
- Answers technical questions and provides information to the public, staff and Board of Trustees.
- Attends various public meetings.

EDUCATION and EXPERIENCE

Bachelor of Science Degree in Civil Engineering or related field. A minimum of ten years of experience in the field of civil engineering, such as that gained with a municipal or private engineering firm, or as a contractor or consultant specializing in engineering for land development or public improvement projects. A minimum of four years of managerial experience coordinating a range of activities undertaken by others that involve directing, monitoring, and evaluating performance of staff and the responsibility of managing and implementing large capital projects. Bachelor's degree from an accredited college or university with major course work in civil or traffic and transportation engineering, water resources.

EXPERIENCE

Ten years of increasing responsibility in Civil Engineering, including five years in supervisory or project management. Experience in traffic/transportation, engineering, and/or land development is desirable.

LICENSE OR CERTIFICATE

Possession of a valid Certificate of Registration as a Civil Engineer issued by the Wisconsin State Board of Registration for Professional Engineers. If licensed in another state, candidates will have six months to obtain Wisconsin registration. Possession of or ability to obtain and maintain a valid Wisconsin Driver's License.

QUALIFICATIONS

The following generally described the knowledge and ability required to enter the job and/or be learned within a short period of item in order to successfully perform the assigned duties.

| Knowledge of: KNOWLEDGE, SKILLS and ABILITIES

- Basic principles of physics and advanced mathematics as applied to engineering.
- Basic principles and practices of engineering field and office work, including drafting and surveying practices, procedures, and knowledge of equipment.
- Principles and practices of engineering as applied to public works projects, utilities or building construction projects include planning, development, design, and construction.
- Land development engineering principles.
- Municipal engineering policies and procedures.
- Federal and state regulations, rules, requirements, and ordinances.
- Principles of supervision, training, management, and public works administration.
- Methods, materials and techniques used in the construction of public works and utilities projects.
- Principles and practices of traffic engineering as applied to municipalities and local agencies.
- Modern developments, current literature and sources of information regarding engineering.
- Principles and practices of municipal budget preparation and administration.
- Applicable laws and regulatory codes related to development and engineering design.
- Modern standards of alignment, grade, and compaction efforts for road construction.
- Budgeting procedures and techniques.
- Personal computer, including word processing, spreadsheet and data base, computer-aided-design software, standard drafting tools; surveying equipment, motor vehicle operation; telephones and mobile radios.
- Hydrology/hydraulics software.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee occasionally works near moving mechanical parts and in excavations or traffic and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, and exposure to heavy vibration.

Work is performed primarily in an office setting. The noise level in the work environment is usually quiet to moderate.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

VILLAGE OF LITTLE CHUTE
DIRECTOR OF PUBLIC WORKS/VILLAGE ENGINEER
JOB DESCRIPTION
Pay Grade 11

NATURE OF WORK

Directs, administers and supervises all activities of the Department of Public Works and performs diversified professional ~~engineering~~ work associated with the ~~planning, design, construction, operations, inspection and maintenance~~ of public work projects and activities.

This is ~~an~~ administrative and professional ~~position~~~~engineering work in that directs~~
~~directing~~ all activities of the Department of Public Works. The Director of Public Works is responsible for organizing, directing and coordinating the activities of all public work functions for the ~~operations and~~ maintenance ~~and construction~~ of sanitary and storm sewers, watermains, maintenance of municipal automotive and mechanical equipment and all other activities of the Department of Public Works.

The Director of Public Works is responsible for determining major departmental policies, planning long-term programs and making difficult technical decisions. The person delegates considerable authority for the performance of technical and administrative activities, with the major emphasis in individual work for overall definite responsibility for supervision, execution and decision on ~~technical engineering operational problems~~
~~matters~~ and the provision of direction and municipal board or commissions. Through division superintendents, direction is given to a substantial staff ~~of professional, of~~ semi-professional, technical, skilled and unskilled workers and clerical employees.

REPORTING RESPONSIBILITIES

The Director of Public Works takes directives on policy from the Board, Village President, Village Administrator or from other board and commissions relating to ~~matters~~ under their control, and commissions as to matters under their control providing, however, that in case of conflict or of time limitations precluding the performance of all other duties chargeable to the Director hereunder, the orders of the Board shall be final and controlling.

DUTIES AND RESPONSIBILITIES **ILLUSTRATIVE EXAMPLES OF WORK**

- § Plan and direct the activities of the Department of Public Works
- § Ensure the operational effectiveness and efficiency of all transportation and utility systems (utilities include water, storm, and sanitary sewer)
- § Responsible for appropriate permitting of village efforts (water, sanitary and storm) including reports that are required by external agencies
- § Perform and be responsible for the performance of all professional engineering and administrative work in the ~~planning, design, construction, operation and~~ maintenance of all municipal works projects and improvements; prepare all

~~construction plans, reports and specifications and generally perform, direct and supervise all municipal engineering required by the Board.~~

- § Prepare annual department and operating budgets, ~~long range capital improvements, and operational efficiency of the entire village fleet~~, along with appropriate studies, reports and recommendations.
- § Supervise office management, ensuring that the department operates in accordance with village, state and federal regulations.
- § Follow up departmental activities through periodic reports and inspection and confer with subordinates on special problems of department administration.
- § Direct studies and investigations for reports on special projects and furnish technical information to the Village President, Village Administrator, Village Board and other boards and commissions.
- § ~~Review and prepare recommendations on all engineering work referred to consulting engineering firms for engineering assistance.~~
- § ~~Prepare recommendations and reports concerning all engineering studies, and develop and implement current and future public works projects, activities and programs for the Village.~~
- § Conduct employee interviews, screening, hiring, training, promotion, discipline and recommend discharging when required.
- § All other related duties as may be directed by the Village Board.
- § ~~Reviews utility permits, street use permits, franchise utility permits, etc.~~
- § ~~Maintains regular contact with consultants, construction project engineers, County, State and Federal agencies, professional and technical groups and the general public regarding Department activities and services.~~
- § ~~Attends various public meetings and is appointed to the Plan Commission.~~
- §

EDUCATION AND EXPERIENCE

Progressively responsible experience in municipal public works or engineering operations, including experience in a supervisory and/or administrative capacity.

While not required, those who have ~~Graduation~~ graduated from an approved college or university with specialization in civil engineering and or extensive and progressively responsible professional ~~engineering~~ experience will be considered.

Progressively responsible experience in municipal public works or engineering operations, including experience in a supervisory or administrative capacity.

KNOWLEDGE, SKILLS, -AND ABILITIES

- § ~~Extensive knowledge of the modern principles and practices of engineering administration as applied to the design, distribution facilities, technical inspection and other public works facilities and services applicable to a small municipality.~~
- § ~~Extensive knowledge of the principles and practices of civil engineering as applied to the development and management of municipal public works.~~

- § Considerable knowledge of the materials, methods and techniques utilized in the construction and maintenance of public works projects and improvements.
- § Considerable knowledge of modern principals practices procedures and equipment in refuse collection and disposal.
- § Considerable knowledge of recent developments, current literature and sources of information in municipal public works administration.
- § Working knowledge of the principles, practices and appliances of modern office management.
- § Ability to organize, direct and coordinate the activities and several functions of a diverse public works department in a manner conducive to full performance and high morale.
- § Ability to delegate authority and responsibility, and schedule program work on long-term basis.
- § Ability to establish and maintain effective working relationships with other Village officials, employees, contractors, vendors, and the general public.
- § Ability to express ideas on technical subjects clearly and concisely, orally and in writing.
- § Federal and state regulations, rules, requirements, and ordinances.
- § Principles of supervision, training, management, and public works administration.
- §

NECESSARY SPECIAL REQUIREMENT

~~Registration as a professional engineer in the civil branch as granted by the State of Wisconsin, or ability to secure such registration at time of appointment.~~

Possession of a motor vehicle operator's license issued by the State of Wisconsin.

COMPENSATION

~~Salary range is \$56,371 - \$76,266, dependent on qualifications and experience.~~

~~Relocation expenses may be available.~~

~~The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.~~

~~The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.~~

DISBURSEMENT LIST- March 21, 2018

Payroll & Payroll Liabilities - March 8, 2018 \$199,308.47

Prepaid Invoices- March 5, 2018	\$443.45
Prepaid Invoices- March 7, 2018	\$1,150.00
Prepaid Invoices- March 9, 2018	\$28,068.45
Prepaid Invoices- March 15, 2018	\$950.00
Prepaid Invoices- March 16, 2018	\$4,863.97
Prepaid Invoices- March 17, 2018	\$7,480.00

Utility Commission- \$0.00

CURRENT ITEMS

Bills List - March 21, 2018	\$326,963.09
Total Payroll, Prepaid & Invoices	\$569,227.43

The above payments are recommended for approval:

Rejected: _____

Approved March 21, 2018

Michael R Vanden Berg, Village President

Laurie Decker, Clerk

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	GL Account
AIRGAS USA LLC			
9073323931	OXYGEN	87.85	207-52120-213
9951299307	CYLINDER RENTALS	45.27	101-53330-217
Total AIRGAS USA LLC:			
		133.12	
AMERICAN FIDELITY ASSURANCE			
B723470	MARCH BILLING	1,371.36	101-21367
Total AMERICAN FIDELITY ASSURANCE:			
		1,371.36	
AMERICAN FIDELITY ASSURANCE (T00890)AWD			
2000183A	FLEX SPENDING FEBRUARY	924.19	101-21368
2002353	FLEX SPENDING FEBRUARY	924.19	101-21368
Total AMERICAN FIDELITY ASSURANCE (T00890)AWD:			
		1,848.38	
AMG EMPLOYER SOLUTIONS			
133157	AUDIOGRAM MOBILE	275.00	101-53310-213
366108	EAP STANDARD SERVICE	75.45	101-51780-204
366108	EAP STANDARD SERVICE	125.75	101-53310-204
366108	EAP STANDARD SERVICE	140.84	207-52120-204
Total AMG EMPLOYER SOLUTIONS:			
		617.04	
APPLETON OIL CO INC			
249479	OFF ROAD DIESEL	7.77	101-55440-247
249479	OFF ROAD DIESEL	1.94	610-53612-247
249479	OFF ROAD DIESEL	.97	620-53644-247
249479	OFF ROAD DIESEL	40.64	101-53460-247
249479	OFF ROAD DIESEL	181.28	101-53330-217
Total APPLETON OIL CO INC:			
		232.60	
AT&T LONG DISTANCE			
02/18 845626857	JAN/FEB CHARGES	2.00	101-51650-203
02/18 845626857	JAN/FEB CHARGES	43.31	101-52200-203
02/18 845626857	JAN/FEB CHARGES	1.63	207-52120-203
Total AT&T LONG DISTANCE:			
		46.94	
BERGSTROM FORD-LINCOLN			
50538	LAMP ASSEMBLY TRUCK # 52	92.76	101-53330-225
Total BERGSTROM FORD-LINCOLN:			
		92.76	
BROCKMAN, LUKE			
031518	MARCH CLEANUP	30.00	101-52200-111
Total BROCKMAN, LUKE:			
		30.00	
BRUCE EQUIPMENT			
E00230	REFUSE POLYCARTS	5,650.00	201-53620-221
P06130	FLAT SPRAY NOZZLES TRUCK #14	63.84	101-53330-225

Invoice	Description	Total Cost	GL Account
Total BRUCE EQUIPMENT:		5,713.84	
BUILDING SERVICE INC			
128466 QTY 6 OFFICE/DESK CHAIRS		1,862.26	207-52120-221
Total BUILDING SERVICE INC:		1,862.26	
BUILDING SERVICES GROUP INC			
39734 MONTHLY CLEANING-VILLAGE HALL		1,266.00	101-51650-204
39735 MONTHLY CLEANING-MUNICIPAL GARAGE		384.00	101-53310-204
Total BUILDING SERVICES GROUP INC:		1,650.00	
CARDMEMBER SERVICE			
03/18 11041500068 DOWNTOWN DEVELOPMENT CENTER		73.45	101-51400-208
03/18 11041500068 FOX CITIES CHAMBER		45.00	101-51400-201
03/18 11041500068 HEART OF THE VALLEY		425.00	101-51400-201
03/18 11041500068 ELECTION FOOD		25.18	101-51440-211
03/18 11041500068 ELECTION FOOD		89.73	101-51440-211
03/18 11041500068 GARAGE SUPPLIES		196.09	207-52120-218
03/18 11041500068 SHARPS LOCKING CABINET		18.15	207-52120-218
03/18 11041500068 RUBBER MAT		23.08	207-52120-218
03/18 11041500068 BLACK HOOK		6.26	207-52120-218
03/18 11041500068 SAFE KIDS WORLDWIDE		50.00	207-52120-208
03/18 11041500068 ICLOUD MONTHLY STORAGE		2.99	207-52120-218
03/18 11041500068 LAMINATED WALL MAPS OF LC & KIMBERLY		159.00	207-52120-218
03/18 11041500068 LAW WEBINAR		99.00	207-52120-201
03/18 11041500068 WHITE BOARD		27.95	101-53310-206
03/18 11041500068 JOINTS #58		39.78	101-53330-225
03/18 11041500068 UNIFENCE SLIDE ASSEMBLY		34.81	101-53330-218
03/18 11041500068 FILTERS FOR TRUCK #12		61.62	101-53330-225
03/18 11041500068 ZUBATH BLADE/BYPASS PRUNER/SHEATH		101.67	101-55440-221
03/18 11041500068 AWWA MEMBERSHIP-MURAWSKI		230.00	620-53924-208
03/18 11041500068 5 ALARM TRAINING		2,400.00	101-52200-201
03/18 11041500068 STAPLES OFFICE SUPPLIES		49.93	101-52200-206
03/18 11041500068 BATTERIES		20.98	101-52200-218
03/18 11041500068 CONFERENCE-ACCOMODATIONS		116.74	101-51420-201
03/18 11041500068 SHAREFILE		194.25	101-51420-208
03/18 11041500068 RETIREMENT PARTY		86.00	101-53310-219
03/18 11041500068 ARBOR DAY FOUNDATION-BREEST		15.00	101-55440-225
03/18 11041500068 NATIONAL RECREATION-BREEST		99.00	101-55300-208
03/18 11041500068 PHONE CHARGER		9.88	101-55300-218
03/18 11041500068 FARM FRESH ATLAS		25.00	101-55300-232
03/18 11041500068 FOUR LED LIGHT FIXTURES		296.80	101-55200-242
03/18 11041500068 VILLAGE MARKET AD		1.20	101-55300-232
Total CARDMEMBER SERVICE:		5,023.54	
CASPERS TRUCK EQUIPMENT			
28877 FLUORESCENT NYLON CONES		115.24	101-53330-218
Total CASPERS TRUCK EQUIPMENT:		115.24	
CELLEBRITE USA INC			
INVUS193016 UFED 4PC ULTIMATE SW RENEWAL		3,700.00	207-52120-302

Invoice	Description	Total Cost	GL Account
Total CELLEBRITE USA INC:		3,700.00	
CITY OF APPLETON			
241012 MARCH WEIGHTS & MEASURES		483.00	101-52050-204
Total CITY OF APPLETON:		483.00	
COMPASS MINERALS AMERICA			
180408 BULK COARSE UNTREATED ROCK		2,230.28	620-53634-224
185608 BULK COARSE UNTREATED ROCK		2,389.61	620-53634-224
185609 BULK COARSE UNTREATED ROCK		2,417.81	620-53634-224
192819 BULK COARSE UNTREATED ROCK		2,432.66	620-53634-224
200514 BULK COARSE UNTREATED ROCK		2,222.15	620-53634-224
203391 BULK COARSE UNTREATED ROCK		2,409.27	620-53634-224
204347 BULK COARSE UNTREATED ROCK		2,462.16	620-53634-224
205293 BULK COARSE UNTREATED ROCK		2,323.85	620-53634-224
208315 BULK COARSE UNTREATED ROCK		2,486.57	620-53634-224
209762 BULK COARSE UNTREATED ROCK		6,685.76	620-53634-224
Total COMPASS MINERALS AMERICA:		28,060.12	
DISTRICT 2, INC.			
2116 COBRA SURE FIT HOOD		75.02	101-52200-302
Total DISTRICT 2, INC.:		75.02	
DONALD HIETPAS & SONS INC.			
030118 REPAIRED WATER BREAK @ LANDERMAN'S RES		2,570.53	620-53644-251
Total DONALD HIETPAS & SONS INC.:		2,570.53	
EVERGREEN POWER LLC			
4869289 REPAIRED HYDRAULIC POWER UNIT		565.99	620-53644-251
Total EVERGREEN POWER LLC:		565.99	
FASTENAL COMPANY			
WIKIM227178 ELECTRICAL TAPE AND 3 BLADE KNIFE		10.85	620-53644-218
WIKIM227500 CAP SCREWS & HEX BOLTS		3.31	620-53634-255
WIKIM227556 FLOOR DRY ABSORBENT CLAY		340.00	101-52200-218
Total FASTENAL COMPANY:		354.16	
FEHR GRAHAM ENGINEERING &			
81283 2018 ANNUAL SAFETY REQUIREMENTS		2,306.00	101-53310-213
Total FEHR GRAHAM ENGINEERING &:		2,306.00	
FENLON, JAMES			
03/18 REIMBURSE CONFERENCE-MEAL REIMBURSEMENT		18.00	101-51400-201
03/18 REIMBURSE CONFERENCE-PARKING REIMBURSEMENT		13.00	101-51400-201
Total FENLON, JAMES:		31.00	
FERGUSON ENTERPRISES #1550			
4373621 BRASS BALL VALVE AND WRENCHES		169.60	620-53644-252

Invoice	Description	Total Cost	GL Account
Total FERGUSON ENTERPRISES #1550:		169.60	
FIDELITY SECURITY LIFE INSURANCE CO 163435487 MARCH EYEMED PREMIUM		191.32	101-21366
Total FIDELITY SECURITY LIFE INSURANCE CO:		191.32	
FIRELINE SPRINKLER CORP 6007-18-1 QUARTERLY FIRE SPRINKLER INSPECTION		143.00	101-53310-204
Total FIRELINE SPRINKLER CORP:		143.00	
FRV INCORPORATED 129819 CANON INK CARTRIDGE		260.30	101-51410-206
Total FRV INCORPORATED:		260.30	
G&K SERVICES 6011668305 TOWELS, DUSTMOPS, AND MOPS 6011668305 TOWELS, DUSTMOPS, AND MOPS		37.10	206-55110-243
Total G&K SERVICES:		37.10	101-51650-243
GOLD CROSS AMBULANCE INC 4561 ZOLL PEDI PADS		92.99	207-52120-218
Total GOLD CROSS AMBULANCE INC:		92.99	
GRAINGER 9717279385 MULTIPURPOSE GREASE		47.68	620-53634-255
Total GRAINGER:		47.68	
HAWKINS INC 4235595 SOLO G2 INDICATOR/ECHO SCALE ULTRASONIC 4238669 AZONE 4238669 SODIUM SILICATE 4240628 SODIUM SILICATE		2,489.93	620-53634-255
		511.50	620-53634-214
		2,430.10	620-53634-220
		782.97	620-53634-220
Total HAWKINS INC:		6,214.50	
HEART OF THE VALLEY 030618 FEBRUARY WASTEWATER 030618 FOG CONTROL 030618MP FEBRUARY HOV METER PAYABLE		107,828.16	610-53611-225
		52.00	610-53611-204
		16,460.00	610-21110
Total HEART OF THE VALLEY:		124,340.16	
J.F. AHERN CO 245277 ANNUAL INSPECTION & FIRE EXTINGUISHER REC		519.74	101-53310-204
Total J.F. AHERN CO:		519.74	
JENNY LEA VANDEN HEUVEL 030218 1/3 PAGE PRINT AD 030218-1 CUSTOM FOLDER		450.00	101-51400-204
		650.00	101-51400-204

Invoice	Description	Total Cost	GL Account
Total JENNY LEA VANDEN HEUVEL:		1,100.00	
JX ENTERPRISES INC			
2415786P HARDWARE & BUGSCREEN TRUCK #29		115.98	101-53330-225
Total JX ENTERPRISES INC:		115.98	
K.R. WEST COMPANY INC.			
371215 AEROQUIP HOSE & LINCOLN AIR COUPLER		269.26	101-53330-218
371216 RETURNED LINCOLN AIR COUPLER		37.87-	101-53330-218
Total K.R. WEST COMPANY INC.:		231.39	
KERRY'S VROOM SERVICE INC			
8918 OIL & FILTER CHANGE/BATTERY/ALIGNMENT #94		430.07	207-52120-247
8920 OIL & FILTER CHANGE - UNIT#84		42.21	207-52120-247
Total KERRY'S VROOM SERVICE INC:		472.28	
KLINK EQUIPMENT			
873598 2 LP TANK FILLS		44.00	101-53330-217
Total KLINK EQUIPMENT:		44.00	
LLOYD, MICHAEL			
031618 MARCH CLEANUP		30.00	101-52200-111
Total LLOYD, MICHAEL:		30.00	
MATTHEWS TIRE			
224749 2 NEW TIRES ON POLICE TRUCK		301.32	207-52120-247
64777 REPLACE 4 TIRES ON TRUCK #13		186.00	101-53330-204
64777 REPLACE 4 TIRES ON TRUCK #13		2,032.20	101-53330-225
64872 FLAT REPAIR TRUCK #31		17.70	101-53330-225
64872 FLAT REPAIR TRUCK #31		45.00	101-53330-204
Total MATTHEWS TIRE:		2,582.22	
MCCLONE			
255275 2ND QTR WORKERS COMP		33,411.00	101-51900-230
255275 2ND QTR AUTO LIABILITY		26,999.00	101-51900-231
Total MCCLONE:		60,410.00	
MCMAHON ASSOCIATES INC			
909287 CAROL LYNN		2,115.07	452-51019-261
909287 CAROL LYNN		802.26	620-51019-261
909287 CAROL LYNN		729.33	630-51019-261
909287 HOMEWOOD		2,333.87	452-51016-261
909287 HOMEWOOD		619.93	620-51016-261
909287 HOMEWOOD		692.87	630-51016-261
909287 HAYES		1,932.74	452-51018-261
909287 HAYES		802.26	610-51018-261
909287 HAYES		328.20	620-51018-261
909287 HAYES		583.47	630-51018-261

Invoice	Description	Total Cost	GL Account
Total MCMAHON ASSOCIATES INC:		10,940.00	
MCO			
22446	MARCH METER READING	354.17	610-53613-204
22446	MARCH METER READING	354.17	620-53904-204
22447	APRIL 2018 HEALTH & LIABILITY INS	3,848.59	620-53644-115
22447	APRIL 2018 OPERATIONS	26,107.25	620-53644-115
22476	#318 MILEAGE - FEBRUARY 2018	159.32	620-53644-247
Total MCO:		30,823.50	
MIDWEST METER INC			
98255	CHAMBER SS THRUST ROLLERS	1,411.64	620-53644-253
98372	RUBBER GASKETS	46.90	620-53644-253
Total MIDWEST METER INC:		1,458.54	
O'REILLY AUTOMOTIVE INC			
2043-106158	AIR & OIL FILTER	23.59	101-53330-218
2043-106173	RETURNED MERCHANDISE	12.00	101-53330-218
2043-106290	BATTERY/AIR FILTER/MOTOR OIL	143.85	101-53330-221
2043-106320	COPPER PLUG	4.98	101-53330-218
2043-106503	FUEL FILTER	7.14	101-53330-218
2043-106813	HARDWARE MOUNTING KIT & DIESEL FUEL SUPP	95.94	101-53330-218
2043-106953	SEALED BEAM	8.15	101-53330-218
2043-106955	ROLOC DISCS	44.03	101-53330-218
2043-107052	HYDRAULIC FILTER	5.80	101-53330-218
2043-107876	OIL,AIR,FUEL, & HYDRAULIC FILTERS	73.96	101-53330-218
2043-108437	OIL & AIR FILTERS	39.99	101-53330-218
2043-108557	TECH TRAYS	28.64	101-53330-218
2043-108911	OIL,AIR,FUEL, & HYDRAULIC FILTERS	307.39	101-53330-218
Total O'REILLY AUTOMOTIVE INC:		771.46	
OUTAGAMIE COUNTY TREASURER			
1016830	FEBRUARY FUEL BILL	321.35	630-53442-247
1016830	FEBRUARY FUEL BILL	2,600.25	201-53620-247
1016830	FEBRUARY FUEL BILL	117.61	101-55200-247
1016830	FEBRUARY FUEL BILL	319.53	101-55440-247
1016830	FEBRUARY FUEL BILL	74.81	101-55300-247
1016830	FEBRUARY FUEL BILL	130.54	101-52200-247
1016830	FEBRUARY FUEL BILL	135.52	610-53612-247
1016830	FEBRUARY FUEL BILL	322.57	620-53644-247
1016830	FEBRUARY FUEL BILL	2,488.88	101-53330-217
117639	REIMBURSEMENT FOR FIRE CALL	26.01	101-52200-218
1656	FEB LANDFILL TIPPING FEES	8,756.54	201-53620-204
Total OUTAGAMIE COUNTY TREASURER:		15,293.61	
PACE ANALYTICAL SERVICES INC			
1840047682	WATER ANALYSIS	30.00	620-53644-204
1840048170	WATER ANALYSIS	45.00	620-53644-204
Total PACE ANALYTICAL SERVICES INC:		75.00	

Invoice	Description	Total Cost	GL Account
PRIMADATA LLC			
APRIL 2018	APRIL POSTCARD POSTAGE	275.00	201-53620-226
APRIL 2018	APRIL POSTCARD POSTAGE	275.00	610-53613-226
APRIL 2018	APRIL POSTCARD POSTAGE	275.00	620-53904-226
APRIL 2018	APRIL POSTCARD POSTAGE	275.00	630-53443-226
Total PRIMADATA LLC:		1,100.00	
PSYCHOLOGIE CLINIQUE SC			
031518	POLICE OFFICER PSYCH EVAL	495.00	207-52120-225
Total PSYCHOLOGIE CLINIQUE SC:		495.00	
RIESTERER & SCHNELL INC			
1312348	FLOODLAMP FOR TRUCK # 78	68.26	101-53330-225
1313545	SWITCH FOR TRUCK #36	18.46	101-53330-225
1314222	SEAL & OIL FILTERS	107.92	101-53330-218
Total Riesterer & Schnell Inc:		194.64	
RIVERSIDE BY REYNEBEAU FLORAL			
119813/1	FLORAL ARRANGEMENT-ANDRES	48.50	101-52200-219
120671/1	FLORAL ARRANGEMENT-HAMMEN	43.50	101-51440-219
Total RIVERSIDE BY REYNEBEAU FLORAL:		92.00	
SAFE SHIP			
022018	POSTAGE - WATER TESTS	104.50	620-53644-204
Total SAFE SHIP:		104.50	
SERVICE MOTOR COMPANY			
IV85276	60" GRADER & SKID SHOE TRUCK #42	282.46	101-53330-225
Total SERVICE MOTOR COMPANY:		282.46	
SIRCHIE FINGERPRINT LABORATORY			
337827	EVIDENCE SUPPLIES	100.00	207-52120-218
Total SIRCHIE FINGERPRINT LABORATORY:		100.00	
ST ELIZABETH HOSPITAL			
02/18 EL.FVMPD	FEBRUARY BLOOD DRAWS	78.78	207-52120-204
Total ST ELIZABETH HOSPITAL:		78.78	
STAPLES BUSINESS ADVANTAGE			
3371137143	CARDSTOCK PAPER	25.08	101-51440-206
3371137143	POST ITS	13.56	101-51650-206
3371137143	PAGE FLAGS	14.13	101-51420-206
Total STAPLES BUSINESS ADVANTAGE:		52.77	
STATE OF WISCONSIN			
464704	PERMIT TO OPERATE FEE-ELEVATOR	50.00	101-51650-243
464704	PERMIT TO OPERATE FEE-ELEVATOR	50.00	207-52120-243

Invoice	Description	Total Cost	GL Account
Total STATE OF WISCONSIN:		100.00	
STONERIDGE LITTLE CHUTE LLC			
21025081124 BEVERAGES		31.50	101-52200-211
22022501546 FOOD AND BEVERAGES		23.29	101-52200-211
24030991140 FOOD AND BEVERAGES		152.71	101-52200-211
25015141147 FOOD		140.45	101-52200-211
26037401828 FOOD AND BEVERAGES		97.16	101-52200-211
27080751543 FOOD		18.32	101-52200-211
Total STONERIDGE LITTLE CHUTE LLC:		463.43	
THE SHERWIN-WILLIAMS CO			
7611-7 PURE WHITE PAINT		38.39	101-53300-218
Total THE SHERWIN-WILLIAMS CO:		38.39	
TIME WARNER CABLE			
03/18 60505470190 MARCH/APRIL SERVICE		125.38	101-51650-203
03/18 60703290180 MARCH/APRIL SERVICE		82.38	620-53924-203
03/18 66256890150 MARCH/APRIL SERVICE		11.75	101-52200-208
Total TIME WARNER CABLE:		219.51	
TOTAL TOOL SUPPLY INC			
6113894 ALUMINUM STRAIGHT PIPE WRENCH		121.60	620-53644-218
TOTAL TOOL SUPPLY INC:		121.60	
TOWN OF VANDENBROEK			
032118 ANNEXATION TAXES (5YRS) #200017400		860.35	101-31111
2017-ORD #7 #200031903 - BAETEN		118.10	101-31111
2017-ORD #8 #200031100 - BREED		860.35	101-31111
2017-ORD #9 #200031000 - TESSEN		834.45	101-31111
Total TOWN OF VANDENBROEK:		2,673.25	
UNEMPLOYMENT INSURANCE			
8856179 UNEMPLOYMENT-ROUTHIEAUX		34.00	101-51440-113
Total UNEMPLOYMENT INSURANCE:		34.00	
UNIFIRST CORPORATION			
0970256582 SHIRTS/PANTS		9.90	101-53330-213
0970256582 LAUNDRY BAGS/WIPERS		32.40	101-53330-218
Total UNIFIRST CORPORATION:		42.30	
UNIFORM SHOPPE			
275401 OFFICER BADGES		251.90	207-52120-212
Total UNIFORM SHOPPE:		251.90	
VALLEY LIQUOR			
721512 BEVERAGES		134.45	101-52200-211

Invoice	Description	Total Cost	GL Account
Total VALLEY LIQUOR:		134.45	
VERMEER WISCONSIN			
30060320 SWITCH ROLLER FOR CHIPPER #18		118.79	101-53330-225
Total VERMEER WISCONSIN:		118.79	
VILLAGE OF COMBINED LOCKS			
2018-M13 PUBLICATION EXPENSE		8.78	101-51440-227
Total VILLAGE OF COMBINED LOCKS:		8.78	
VONBRIESEN & ROPER S.C.			
253071 POLICY, INVESTIGATION, & AGREEMENTS		4,906.52	207-52120-262
Total VONBRIESEN & ROPER S.C.:		4,906.52	
WELLS FARGO FINANCIAL LEASING			
5004634432 MARCH COPIER LEASE		803.15	101-51650-207
5004634432 MARCH COPIER LEASE		450.00	101-53310-207
Total WELLS FARGO FINANCIAL LEASING:		1,253.15	
WI CHIEFS OF POLICE			
030218 POLICE ENTRY LEVEL EXAMS		602.50	207-52120-225
Total WI CHIEFS OF POLICE:		602.50	
WI DEPT OF FINANCIAL INSTITUTIONS/			
031518 NOTARY FEE - DECKER		20.00	101-51400-208
Total WI DEPT OF FINANCIAL INSTITUTIONS/:		20.00	
WI ELEVATOR INSPECTION INC			
11027 ANNUAL INSPECTION		95.00	207-52120-243
11028 ANNUAL INSPECTION		95.00	101-51650-243
Total WI ELEVATOR INSPECTION INC:		190.00	
Grand Totals:		326,963.09	

Report GL Period Summary

Vendor number hash: 313573
 Vendor number hash - split: 406162
 Total number of invoices: 128
 Total number of transactions: 200

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	326,963.09	326,963.09

Terms Description	Invoice Amount	Net Invoice Amount
Grand Totals:	<u>326,963.09</u>	<u>326,963.09</u>

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

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
SANDERFOOT CONSTRUCTION INC (4893)							
13.1496-1	Invol	SAW,CUT, & REMOVE SECTIONS OF CONCRETE	7,500.00	Open	Non		101-52200-247
13.1496-1	Invol	BANK FEES CANCELLED CHECK #62910	20.00-	Open	Non		101-51420-229
Total SANDERFOOT CONSTRUCTION INC (4893):							
Grand Totals:							
7,480.00							

Report GL Period Summary

Vendor number hash: 4893
 Vendor number hash - split: 9786
 Total number of invoices: 1
 Total number of transactions: 2

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	7,480.00	7,480.00
Grand Totals:	7,480.00	7,480.00

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
2018 UTILITY REFUNDS (4900)							
031318	Invoi	OVERPAYMENT ON ACCT# 1-702790-03	65.79	Open	Non		001-15000
Total 2018 UTILITY REFUNDS (4900):							
			65.79				
5 ALARM FIRE & SAFETY EQUIPMENT (4319)							
174328-1	Invoi	LION TOTAL CARE GEAR CLEANER	264.00	Open	Non		101-52200-218
174347-1	Invoi	RED HEAD 30 DEGREE ELBOW	483.19	Open	Non		403-52200-301
Total 5 ALARM FIRE & SAFETY EQUIPMENT (4319):							
			747.19				
BSSA (4913)							
031618	Invoi	BSSA CONFERENCE-WERY & CHIEF OF POLICE	200.00	Open	Non		207-52120-201
Total BSSA (4913):							
			200.00				
HALLMAN LINDSAY (2165)							
M0093207	Invoi	SAFE YELLOW PAINT FOR PD	52.99	Open	Non		207-52120-242
Total HALLMAN LINDSAY (2165):							
			52.99				
KWIK TRIP INC (2365)							
FEB 2018 286768	Invoi	FEB FUEL FOR SQUADS	2,204.18	Open	Non		207-52120-247
Total KWIK TRIP INC (2365):							
			2,204.18				
LINDNER ACE HARDWARE LITTLE CHUTE (4702)							
248058	Invoi	PARTS FOR FIRE DEPT	52.17	Open	Non		101-52200-218
248092	Invoi	PLASTIC BUCKETS AND CAR WASH	23.95	Open	Non		101-52200-218
248181	Invoi	QTY 5 MONSTER 8 OUTLET SURGE PROTECTOR	115.96	Open	Non		101-52200-206
248182	Invoi	RETURNED 3 SURGE PROTECTORS	69.58	Open	Non		101-52200-206
248440	Invoi	GARDEN HOSE REMNANT & COUPLING	15.18	Open	Non		101-52200-218
248467	Invoi	PARTS FOR FIRE DEPT	51.96	Open	Non		101-52200-218
Total LINDNER ACE HARDWARE LITTLE CHUTE (4702):							
			189.64				
MAIN EVENT STEAKHOUSE (4577)							
030518	Invoi	VANDERLOOP RETIREMENT PARTY	1,074.00	Open	Non		101-52200-219
Total MAIN EVENT STEAKHOUSE (4577):							
			1,074.00				
MID-STATES ORGANIZED CRIME (2942)							
93029-2018	Invoi	2018 MEMBERSHIP DUES	200.00	Open	Non		207-52120-208
Total MID-STATES ORGANIZED CRIME (2942):							
			200.00				
TIME WARNER CABLE (89)							
02/18 70590040100	Invoi	FEBRUARY/MARCH SERVICE	93.64	Open	Non		101-52200-208
Total TIME WARNER CABLE (89):							
			93.64				
VERIZON WIRELESS (3606)							
9801690265	Invoi	JANUARY/FEBRUARY SERVICE	36.54	Open	Non		620-53924-203

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
		Total VERIZON WIRELESS (3606):	36.54				
		Grand Totals:	4,863.97				

Report GL Period Summary

Vendor number hash: 62407
Vendor number hash - split: 62407
Total number of invoices: 16
Total number of transactions: 16

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	4,863.97	4,863.97
Grand Totals:	4,863.97	4,863.97

Report Criteria:

Invoice Detail.Voided = {} FALSE

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
DEPARTMENT OF ADMINISTRATION (79)							
200029200	Invoi	REQUEST FOR ANNEXATION REVIEW - SCHUH	950.00	Open	Non		101-51530-225
Total DEPARTMENT OF ADMINISTRATION (79):							
			950.00				
Grand Totals:							
			950.00				

Report GL Period Summary

Vendor number hash: 79
 Vendor number hash - split: 79
 Total number of invoices: 1
 Total number of transactions: 1

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	950.00	950.00
Grand Totals:	950.00	950.00

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
2017 TAX REFUNDS (4891)							
260312101-1	Invoi	2017 PROPERTY TAX REFUND	1,295.75	Open	Non		803-21215
Total 2017 TAX REFUNDS (4891):			1,295.75				
2018 UTILITY REFUNDS (4900)							
125124903	Invoi	OVERPAYMENT ON ACCT# 1-251249-03	41.13	Open	Non		001-15000
170271502	Invoi	OVERPAYMENT ON ACCT# 1-702715-02	56.60	Open	Non		001-15000
170338003	Invoi	OVERPAYMENT ON ACCT# 1-703380-03	10.65	Open	Non		001-15000
Total 2018 UTILITY REFUNDS (4900):			108.38				
ACC PLANNED SERVICE INC (984)							
20603	Invoi	SERVICE CALL @ POLE BARN WELL #4	515.75	Open	Non		620-53624-255
Total ACC PLANNED SERVICE INC (984):			515.75				
AMPLITEL TECHNOLOGIES (4637)							
11387	Invoi	WORK EXAMINER PROFESSIONAL	81.90	Open	Non		207-52120-240
11393	Invoi	ORDER ESET ANTI-VIRUS LICENSES	4,236.00	Open	Non		207-52120-240
11394	Invoi	AVAYA IP PHONE 9608	249.99	Open	Non		207-52120-218
11395	Invoi	SSL CERT RENEWAL	199.99	Open	Non		207-52120-240
Total AMPLITEL TECHNOLOGIES (4637):			4,767.88				
ARING EQUIPMENT CO INC (577)							
736826	Invoi	FILTER FOR TRUCK #26	43.15	Open	Non		101-53330-225
Total ARING EQUIPMENT CO INC (577):			43.15				
ARMS INC (4538)							
247542	Invoi	PURGE TOTER	52.09	Open	Non		207-52120-218
Total ARMS INC (4538):			52.09				
ASSOCIATED APPRAISAL CONSULT (1939)							
133112	Invoi	PROFESSIONAL SERVICES-MARCH	1,258.33	Open	Non		101-51530-204
Total ASSOCIATED APPRAISAL CONSULT (1939):			1,258.33				
BERGSTROM FORD OF FOX VALLEY (3484)							
309558	Invoi	REPAIRED COOLANT LEAK TRUCK #75	365.74	Open	Non		101-53330-204
309558	Invoi	REPAIRED COOLANT LEAK TRUCK #75	560.82	Open	Non		101-53330-225
Total BERGSTROM FORD OF FOX VALLEY (3484):			926.56				
DONALD HIETPAS & SONS INC. (209)							
012518	Invoi	REPAIRED WATER STOP BOX @ 1714 LYLE ST	1,569.19	Open	Non		620-53644-252
020218	Invoi	REPAIRED WATER BREAK @ 1404 LINCOLN	2,246.47	Open	Non		620-53644-251
020318	Invoi	REPAIRED WATER BREAK @ GREENFIELD & FER	2,711.01	Open	Non		620-53644-251
Total DONALD HIETPAS & SONS INC. (209):			6,526.67				

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
FERGUSON ENTERPRISES INC #448 #1020 (2046)							
4164843	Invoi	GASKET & HAND TORCH	124.74	Open	Non		620-53634-255
Total FERGUSON ENTERPRISES INC #448 #1020 (2046):							
			124.74				
FERGUSON WATERWORKS #1476 (221)							
239874	Invoi	PACER BREAK COUPLING SLEEVE	210.00	Open	Non		620-53644-254
240093	Invoi	QTY 20 METER SETTERS	1,006.46	Open	Non		620-53644-253
CM021749	Invoi	RETURNED MERCHANDISE	156.63-	Open	Non		620-53644-251
Total FERGUSON WATERWORKS #1476 (221):							
			1,059.83				
FOX VALLEY TECHNICAL COLLEGE (1775)							
EC63582	Invoi	METRO DEPT TRAINING	155.25	Open	Non		207-52120-201
Total FOX VALLEY TECHNICAL COLLEGE (1775):							
			155.25				
GWS SUPPLY LLC (1563)							
2028818-01	Invoi	DIAPH & SEAL KITS	98.02	Open	Non		620-53634-255
Total GWS SUPPLY LLC (1563):							
			98.02				
HAWKINS INC (1918)							
4220265	Invoi	AZONE	667.50	Open	Non		620-53634-214
4220265	Invoi	SODIUM SILICATE	2,945.94	Open	Non		620-53634-220
4227324	Invoi	AZONE	411.00	Open	Non		620-53634-214
4227324	Invoi	SODIUM SILICATE	2,266.00	Open	Non		620-53634-220
Total HAWKINS INC (1918):							
			6,290.44				
LAPPEN SECURITY PRODUCTS INC (735)							
LSPQ38085	Invoi	240 LOCKING KEY CABINET	220.20	Open	Non		101-53330-218
Total LAPPEN SECURITY PRODUCTS INC (735):							
			220.20				
LINDNER ACE HARDWARE LITTLE CHUTE (4702)							
248153	Invoi	PARTS FOR WELL #4	53.98	Open	Non		620-53624-255
248189	Invoi	PARTS FOR WATER DEPT	19.97	Open	Non		620-53634-255
248356	Invoi	PARTS FOR WATER DEPT	9.99	Open	Non		620-53634-255
248361	Invoi	PARTS FOR WELL #4	7.58	Open	Non		620-53624-255
Total LINDNER ACE HARDWARE LITTLE CHUTE (4702):							
			91.52				
MUNICIPAL CODE CORPORATION (2974)							
302699	Invoi	ELECTRONIC UPDATE PAGES	564.86	Open	Non		101-51440-204
Total MUNICIPAL CODE CORPORATION (2974):							
			564.86				
NEWS PUBLISHING CO INC (857)							
386220-1	Invoi	CIVIL ENGINEERING TECH AD	56.00	Open	Non		452-57331-227
387032	Invoi	NOTICE OF SPRING ELECTION	17.06	Open	Non		101-51440-227
387032-1	Invoi	NOTICE OF SPRING ELECTION	13.47	Open	Non		101-51440-227
387914	Invoi	NOTICE OF SPRING ELECTION	14.47	Open	Non		101-51440-227
388979	Invoi	PUBLIC HEARING-SPECIAL ASSESSMENTS	79.26	Open	Non		101-51440-227
389370	Invoi	PUBLIC HEARING-SEC 44-20	70.23	Open	Non		101-51440-227

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
		Total NEWS PUBLISHING CO INC (857):	<u>250.49</u>				
		PACE ANALYTICAL SERVICES INC (4619)					
1740045595	Invoi	WATER ANALYSIS	60.00	Open	Non		620-53644-204
1840046583	Invoi	WATER ANALYSIS	30.00	Open	Non		620-53644-204
1840046888	Invoi	WATER ANALYSIS	45.00	Open	Non		620-53644-204
		Total PACE ANALYTICAL SERVICES INC (4619):	<u>135.00</u>				
		THEDACARE (1983)					
FEB 2018 1210055	Invoi	FEBRUARY BLOOD DRAWS	297.50	Open	Med		207-52120-204
		Total THEDACARE (1983):	<u>297.50</u>				
		TIME WARNER CABLE (89)					
02/18 60703290180	Invoi	FEBRUARY/MARCH SERVICE	81.16	Open	Non		620-53924-203
02/18 71391120150	Invoi	FEBRUARY/MARCH SERVICE	230.99	Open	Non		207-52120-203
03/18 70953560100	Invoi	MARCH/APRIL SERVICE	450.60	Open	Non		101-51650-203
		Total TIME WARNER CABLE (89):	<u>762.75</u>				
		US POSTMASTER (264)					
MARCH 2018	Invoi	POSTAGE-SPRING/SUMMER BOOK MAILING	649.66	Open	Non		101-55300-226
MARCH 2018	Invoi	POSTAGE-SPRING/SUMMER BOOK MAILING	649.65	Open	Non		204-55420-226
		Total US POSTMASTER (264):	<u>1,299.31</u>				
		USA BLUEBOOK (1117)					
492020	Invoi	SELF-PRIMING PUMP	1,223.98	Open	Non		620-53634-255
		Total USA BLUEBOOK (1117):	<u>1,223.98</u>				
		Grand Totals:	<u>28,068.45</u>				

Report GL Period Summary

Vendor number hash: 105318
 Vendor number hash - split: 112902
 Total number of invoices: 45
 Total number of transactions: 49

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	28,068.45	28,068.45
Grand Totals:	<u>28,068.45</u>	<u>28,068.45</u>

Terms Description	Invoice Amount	Net Invoice Amount
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Report Criteria:

Invoice Detail.Voided = {=} FALSE

Report Criteria:

Invoice Detail.Voided = {=} FALSE
Vendor.Vendor number = 79

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
DEPARTMENT OF ADMINISTRATION (79)							
200016600	Invoi	REQUEST FOR ANNEXATION REVIEW-VANGROLL	1,150.00	Open	Non		101-51530-225
Total DEPARTMENT OF ADMINISTRATION (79):							
			1,150.00				
Grand Totals:							
			1,150.00				

Report GL Period Summary

Vendor number hash: 79
Vendor number hash - split: 79
Total number of invoices: 1
Total number of transactions: 1

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	1,150.00	1,150.00
Grand Totals:	1,150.00	1,150.00

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
KAUKAUNA UTILITIES (234)							
721 W ELM 01/18	Invoi	721 W ELM	443.45	Open	Non		208-52900-249
Total KAUKAUNA UTILITIES (234):							
			443.45				
Grand Totals:							
			443.45				

Report GL Period Summary

Vendor number hash:	234
Vendor number hash - split:	234
Total number of invoices:	1
Total number of transactions:	1

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	443.45	443.45
Grand Totals:	443.45	443.45