



# AGENDA

## REGULAR BOARD MEETING

PLACE: Little Chute Village Hall  
DATE: Wednesday, May 18, 2022  
TIME: 6:00 p.m.

**Virtually attend the May 18th, Regular Board meeting at 6 PM by following the zoom link here:**

<https://us06web.zoom.us/j/86358883374>

Meeting ID: 863 5888 3374

Dial by your location: +1 312 626 6799 US (Chicago)

### REGULAR ORDER OF BUSINESS

- A. Invocation
- B. Pledge of Allegiance to the Flag
- C. Roll call of Trustees
- D. Roll call of Officers and Department Heads
- E. Public Appearance for Items Not on the Agenda
- F. Other Informational Items—April Monthly Report
- G. Consent Agenda
  - Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items may be removed at the request of any Board Member or member of the public. Any removed items will be considered immediately following the motion to approve the other items.*
  - 1. Minutes of the Regular Board Meeting of May 4, 2022
  - 2. Minutes of the Committee of the Whole Meeting of May 11, 2022
  - 3. Disbursement List
  - 4. Adopt Resolution No. 14, Series 2022 CSM for Hammen Ct
  - 5. Adopt Resolution No. 15, Series 2022 CSM for Faith Technologies
  - 6. Appointment—Dave Kittel to Tax Commission
- H. Presentation—KerberRose Annual Comprehensive Financial Report
  - Link to Annual Comprehensive Financial Report
- I. Discussion/Action—Fireworks Discussion
- J. Department and Officers Progress Reports
- K. Discussion/Action—Chris Hartwig Memorial Bench & Plaque

- L. Discussion/Action—Vehicle Lift at Municipal Services Building
- M. Action—Adopt Resolution No. 16, Series 2022 CSM for Gardenia Drive
- N. Action—Approve 2022 Budget Adjustment Crosswinds Estate Carryover Request
- O. Discussion/Action—Pine Street Project Plans
- P. Discussion/Action—2022 CIP Dump Truck Purchase
- Q. Call for Unfinished Business
- R. Items for Future Agenda
- S. Closed Sessions:  
19.85(1)(e) Wis. Stats. Deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session. *Discuss two (2) Economic Development items.*
- T. Return to Open Session
- U. Action—Development Agreement
- V. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made with as much advance notice as possible to the Clerk's Office at 108 West Main Street, (920) 423-3852, [email: Laurie@littlechutewi.org](mailto:Laurie@littlechutewi.org) Prepared: May 18, 2022

# VILLAGE OF LITTLE CHUTE MONTHLY REPORT



## ***Little Chute***

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

APRIL 2022

Village Report to the Board of Trustees

Submitted to the Village Board of Trustees and the residents of Little Chute is a report of the various departments of the Village. The information contained herein is intended to keep the Board and public apprised of their government at work.

## VILLAGE OF LITTLE CHUTE MONTHLY REPORT – APRIL 2022

The information in this report is meant to provide a snapshot of Village operations for the month preceding. The goal is to provide statistics and measures that can be analyzed and viewed over time. These reports will be reported to the Board monthly. The reports will be added to the official files of the Village of Little Chute and be published on the Village's website at [www.littlechutewi.org](http://www.littlechutewi.org).

As we continue this effort, the style and metrics will be fine-tuned to better capture operational aspects that will serve staff, the board and public with a more robust understanding of operations. Ultimately, this information can be used to assist in policy and fiscal decisions on the future of Village operations. Ultimately, it is our intention to show how our dedicated team of individuals serve the community while also indicating a monthly snapshot of the fiscal well-being for the Village of Little Chute.

If you have any questions or suggestions, please contact us!

### Department Overview

The report will track monthly activities for the following:

- Village Administrator
- Clerk
- Community Development
- Finance Department
- Monthly Consolidated Financial Statement by Account
- Little Chute Fire Department
- Fox Valley Metro Police Department
- Little Chute Public Library
- Parks, Recreation and Forestry Department
- Department of Public Works

### Questions or Comments

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

Beau Bernhoft  
Village Administrator  
108 W. Main Street  
Little Chute, WI 54140  
920-423-3850  
[beau@littlechutewi.org](mailto:beau@littlechutewi.org)



# VILLAGE ADMINISTRATOR

## Administration Updates

- Assisted the Clerk's office with coverage for the April elections.
- Worked cooperatively with staff and the contractors on Vandenbroek Pond progress. Making sure we stay on target for project completion through the inclement weather.
- Director Kittel and I presented our 2022 Village Update to HOTV Chamber and their members.
- Both the Village and the City of Kaukauna received an award from the ACEC (American Council of Engineering Companies) for the Nelson Family Heritage Crossing as a 2022 Engineering Excellence State Finalist. Our award should be arriving soon and will be on display in the lobby.

## Current Work List and Progress Update

- Capital Improvement Planning underway this April. Staff will be meeting to plan infrastructure and submitting '23-'27 items for review.
- Our crews are battling through the weather to prepare public spaces for use this summer.
- Staff is working with Carlson Dettmann to progress in the Wage and Comp. Study.
- Space Needs study is underway. Will be meeting on certain Tuesday evenings with the dept. planning team and SEH.
- Staff did a walkthrough of our building with FVMPD to discuss building security and potential vulnerability. We have some recommended minor changes to keep the building safe for all.
- Staff received information from the Town of Vandenbroek about repaving Buchanan, which we have a portion of ownership. Staff will be discussing with the Board and present an IGA for review and approval.

## Items for May

- Continue assisting staff, meeting with stakeholders, progressing through all projects.
- Provide staff with Rebound Training.
- Progress through Wage and Comp. with Department Head meetings with the Consultant.

# VILLAGE CLERK

The Clerk's Office has been very busy preparing for the April 5<sup>th</sup> Election. All wards participated in this election. 350 Absentee Ballots were mailed out. In-person Absentee Voting took place from March 22- April 1, 62 residents took advantage of this service. Election day 568 Voters participated at the Polls, 300 Absentee Ballots were processed for a total participation of 868 Voters out of 6,832 registered Voters in Little Chute, 12.7% participation. After the Election materials were collected and returned to Outagamie County. We passed our Board of Canvass and all Poll Books were reconciled. This election went smoothly and served as great warm-up for the August Primary and November General Election. We will take our experiences from the Spring Elections and use them to plan for upcoming elections.


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


- Administer April 5 Election
- Process and send out Absentee Ballots for Spring Election
- Hold In-person Absentee Voting March 22 – April 1
- Contact poll workers for Spring Election
- Print Election Day materials-Poll Books, Registered Voters, Ward Guides, etc.
- Process and return Election Day Materials to Outagamie County
- Process and deliver Little Chute, Appleton, and Kaukauna schools their election results
- Reconcile Poll Books
- Process Election Day Registrations
- Update Website and social media with New Wards and Spring Election Information
- Mail out and process Liquor License Renewal paperwork
- Shared data from social media sites
- Agendas/Minutes for meetings
- Continued maintenance of the Village Website
- Work with other Departments to create Social Media schedule, coordinate postings
- Ongoing phone/supply ordering support
- Operator License Renewals


Goals for May:

- Agendas/Minutes for meetings
- Share data from social media sites
- Maintenance of the Village Website and social media outlets
- Work with other Departments to create Social Media schedule, coordinate postings
- Ongoing phone/supply ordering support
- Planning and training for 2022 Elections
- Attend local Grand Opening Events and promote new businesses on Social Media
- Order Election supplies for August and November
- Process Liquor License Renewal paperwork and Operator License Renewals
- Attend Open Book

## 2022 Social Media Metrics February March April 2022 Totals

	<b>Facebook Posts</b>				
	People Reached	15,052	34,789	23,414	93,310
	Engagement	4,895	9,374	8,286	23,589
	Link Clicks	176	299	244	1,216
	Comments	161	382	345	1,154
	Shares	88	177	118	559
	Reactions	737	1,256	1,621	5,117
	Photo Views	1,154	2,200	2,793	7,980
	Most popular post	Nelson Crossing	Parking ban lifted	hydrant flushing	
	New Followers	33	38	24	114
	Net Followers	30	34	22	97
	Total Followers	5,465	5,503	5,523	5,523
	<b>Facebook Videos</b>				
	Minutes Viewed	562	1,589	491	5,243
	1-Minute Video Views	67	345	9	756
	3-Second Video Views	2,041	5,024	1,700	16,617
	Video Engagement	33	235	23	512
	Most popular Video	job postings	Pool	district changes	

	<b>Instagram</b>				
	Instagram Posts	8	15	15	52
	Likes	43	77	58	276
	Video Views	124	113	159	746
	Reach	313	352	309	1,308
	Followers	859	860	868	868
	Popular Post	TbThur	Bridge	Award	

	<b>LinkedIn</b>				
	Search Apperances	42	55	68	250
	Unique Visitors	19	14	26	94
	Post Impressions	164	106	366	1,273
	Custom clicks	0	0	0	1
	followers	248	252	258	258

# COMMUNITY DEVELOPMENT

## HIGHLIGHTS

- Met with Commercial Developers regarding sites and TIF in village.
- Continued Inspections of homes, apartments, and commercial projects.
- Discussions with architects regarding new projects.
- Met with local Business Owners.
- Attended I-41 Local Officials meeting
- Community update presentation to HOV Chamber with Administrator
- Community update presentation for the Fox Cites Chamber

## TOP PRIORITIES FOR May 2022

- Meet with builders and owners about upcoming commercial projects.
- Work with developers regarding Commercial/Industrial projects.
- Continued Inspections of homes, apartments, industrial and commercial projects.
- Assist developers, surveyors, and realtors with zoning requirements.
- Improve Site review process (on going project)
- Meet with more Local Businesses and to collect information on potential needs for the community/business.
- BRE Visits with more businesses
- Work through Site Plan review on multiple projects
- Finish permit program set up for implementation for 2022
- Addressing and Solar panel ordinance update/creation
- Open Book to be held May 5th

## April Permit Summary Report

2022

**PERMITS**
**ISSUED**

April

YTD

**RESIDENTIAL**

Deck	0	0
driveway	1	3
electrical	5	17
Fence	2	5
HVAC	2	11
Mobile home	0	1
Patio	2	2
plumbing	4	27
Pool	0	1
Raze	0	0
Roofing	4	13
Siding	0	1
Single Family	0	1
Duplex	4	4
Accessory Building	0	2
Addition/Alteration	2	10
Miscellaneous	2	2
# of Permits:	28	100
Estimated Cost:	\$1,849,273.04	\$2,603,534.34
Permit Fees:	\$9,335.00	\$17,660.00

**COMMERCIAL**

Fence	1	2
HVAC	2	2
PLUMBING	0	6
Raze	0	2
Roofing	0	2
New Construction	0	0
Addition/Alteration	0	1
	0	3
# of Permits:	3	18
Estimated Cost:	\$392,700.00	\$2,702,529.98
Permit Fees:	\$120.00	\$10,145.00

**OTHER**

Driveway	0	0
Patio	0	0
Sanitary Lateral	0	0
Storm Lateral	0	1
Water, Sanitary	0	1
Water, Sanitary Laterals	0	0
Water, Sewer & Storm	1	1
Signs	2	4
Pools	0	0
Miscellaneous	0	0
Electrical	0	0
# of Permits:	3	7
Estimated Cost:	\$47,670.00	\$155,520.00
Permit Fees:	\$465.00	\$780.00

2022

**Total**

January

YTD

# of permits	34	125
Estimated Cost	\$2,289,643.04	\$5,461,584.32
Permit fees	\$9,920.00	\$28,585.00

# FINANCE DEPARTMENT

## HIGHLIGHTS

- Review of the draft annual comprehensive financial report for timely release in May. The auditors implemented new account mapping software so extra time was required to insure accurate roll up of individual accounts to summary reporting requirements.
- Review State Municipal Report C draft which is used by both the Department of Administration and Transportation for calculating future general transportation aids.
- Completed first annual State and Local Fiscal Recovery Funds (American Rescue Fund Act) filing in the Federal Government portal. Final Treasury rule took effect April 1, 2022, implementing several changes after initial rule release in May 2021.
- Rolled out new cybersecurity platform to arm our employees/trustees with the education necessary to reduce the Village's cyber risk and drive security awareness.
- Liquor license renewal, yard waste cards and recreation class registrations brought increased customer visits to Village Hall.
- Employee transitions included two positions at library, one officer at FVMPD, engineer intern and new class of volunteer firefighters.

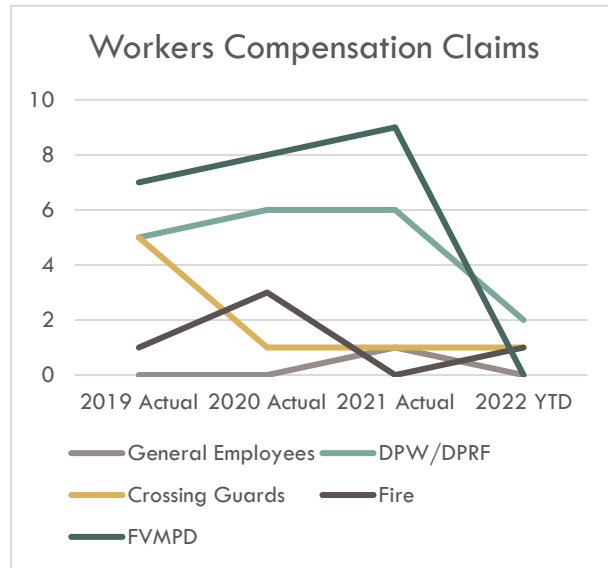
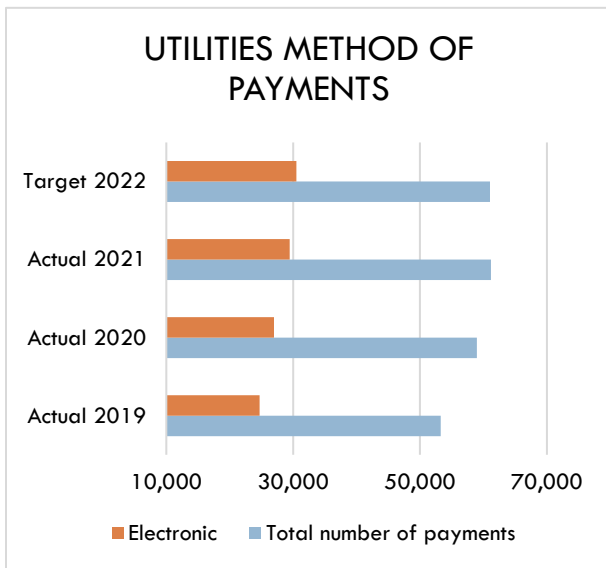
## TOP PRIORITIES FOR MAY

- Final review of financial information in the third draft of Transportation Study report
- Complete draft of the Capital Improvement Plan for discussion at the June 1 Village Board meeting.
- File State Report Form C by May 16, 2022, deadline and release the results of the 2021 Annual Comprehensive Financial Report via the website, Village Board presentation and required filing with various regulatory agencies.
- Prepare workpapers and pull source documents for the May 12 30% Tax Incremental District Compliance audit fieldwork.
- Develop written procedures for importing/exporting cellular utility meters requirements.
- Calculate summer sewer credit
- Labor Law poster analysis considering cost, spatial constraint and HR bandwidth while remaining compliant with Federal and State labor law.
- Biometric Screening hosted at Village Hall on May 19 to assist our employees in achieving their Well Wisconsin incentive and increase employee health awareness.
- Continued participation in the Wage and Compensation Study with goal to have approved results available for 2023 Budget payroll planning that starts in late June.
- Setup of confidential printing on first floor copier to prevent confidential information exposure on the copier unsupervised.

## CONTINUOUS IMPROVEMENT EFFORTS

- Established email groups to improve communications across the organization. This month it was utilized to promote participation in the Employee Assistance Program and Well Wisconsin programs along with providing educational materials for the Wisconsin Retirement System and Deferred Compensation Programs.

- Review record retention policies and organization to promote ability to increase our output with finite resources in order to be best positioned for long-term success.



## PERFORMANCE MEASUREMENTS

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>Target 2022</u>
# months bank reconciliation completed timely	7	12	12	12
# of stale checks outstanding	57	22	5	4
Custodial credit risk	\$.3K	\$3.7	\$0	\$0
Investment performance vs 1-3 Year US Treasury Index	2.44% vs 3.55%	3.26% vs 3.10%	.48% vs .07%	2% vs 1.9%
% of customers paying online	42%	53%	55%	57%
Continuous improvement initiatives	25	37	32	24
Number of special assessment billings	67	75	36	115
Average number of monthly utility bills	4,472	4,585	4,671	4,700
Annual number of utility work orders	920	940	1,033	1,000

<b>Annual tax certification letters</b>	<b>540</b>	<b>774</b>	<b>673</b>	<b>675</b>
<b>General obligation bond rating</b>	<b>Aa3</b>	<b>Aa3</b>	<b>Aa3</b>	<b>Aa3</b>
<b># of auditor's compliance issues</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>
<b>% of time monthly financials closed within 15 days</b>	<b>58%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>% of staff adequately trained/cross trained</b>	<b>70%</b>	<b>90%</b>	<b>90%</b>	<b>100%</b>

### FINANCIAL LEARNING OPPORTUNITY FOR THE MONTH:

**Single Audit:** A federal single audit is required when you spend more than \$750,000 of federal funds in one year, regardless of whether those federally sourced funds came directly from the federal government or were passed through from a state or local government. There are two main components including segment where auditors understand and test internal controls as well as certify compliance that tax dollars have been expended as intended.



	MARCH	YTD 2022	BUDGET 2022	VARIANCE	% OF BUDGET
<b>GENERAL FUND</b>					
Taxes	10,505.58	831,552.35	1,116,418.00	(284,865.65)	74.48%
Total Licenses and Permits	14,750.40	39,517.32	131,005.00	(91,487.68)	30.16%
Intergovernmental Aid	-	185,998.60	2,474,678.00	(2,288,679.40)	7.52%
Public Charges for Service	25,860.70	34,307.58	130,892.00	(96,584.42)	26.21%
Fines and Forfeitures	13,503.17	27,760.86	95,000.00	(67,239.14)	29.22%
Total Interest	(15,246.87)	(24,378.39)	88,052.00	(112,430.39)	-27.69%
Miscellaneous Revenue	6,307.62	38,166.43	135,254.00	(97,087.57)	28.22%
Other Financing Sources	18,000.00	54,786.20	219,000.00	(164,213.80)	25.02%
<b>Total General Fund Revenue</b>	<b>73,680.60</b>	<b>1,187,710.95</b>	<b>4,390,299.00</b>	<b>(3,202,588.05)</b>	<b>27.05%</b>
Village Board	3,742.71	13,707.16	99,646.00	(85,938.84)	13.76%
Administration	11,707.60	24,105.73	123,932.00	(99,826.27)	19.45%
Engineering & GIS	4,795.90	12,715.98	95,410.00	(82,694.02)	13.33%
Finance	24,404.90	51,941.92	269,214.00	(217,272.08)	19.29%
Clerk	23,745.45	58,946.95	212,487.00	(153,540.05)	27.74%
Community Development - Assessing	6,203.53	21,720.45	81,973.00	(60,252.55)	26.50%
Village Hall	8,782.42	20,525.38	131,735.00	(111,209.62)	15.58%
Municipal Court	6,402.85	19,685.88	66,301.00	(46,615.12)	29.69%
Unallocated	15,172.30	18,602.48	208,425.00	(189,822.52)	8.93%
Insurance	30,063.96	108,471.88	226,869.00	(118,397.12)	47.81%
Village Promotion and Goodwill	337.41	1,173.70	32,046.00	(30,872.30)	3.66%
Inspections	13,347.04	27,280.96	151,080.00	(123,799.04)	18.06%
Fire Operations	13,303.06	78,805.13	368,767.00	(289,961.87)	21.37%
Fire Allocated	34,646.34	98,441.87	364,961.00	(266,519.13)	26.97%
Crossing Guards	10,766.34	21,498.36	84,716.00	(63,217.64)	25.38%
Public Works Administration	1,719.64	4,311.84	34,393.00	(30,081.16)	12.54%
Street Repair and Maintenance	46,713.17	116,586.69	744,384.00	(627,797.31)	15.66%
Public Works Support Services	3,715.72	13,795.10	75,790.00	(61,994.90)	18.20%
Public Works Vehicle Maintenance	22,320.83	45,114.20	144,502.00	(99,387.80)	31.22%
Snow and Ice Control	29,281.61	62,585.41	205,037.00	(142,451.59)	30.52%
Weed Control	227.89	1,284.74	19,848.00	(18,563.26)	6.47%
Recycling	2,448.06	6,218.54	47,922.00	(41,703.46)	12.98%
Park	39,629.67	96,995.25	497,510.00	(400,514.75)	19.50%
Recreation	11,825.83	32,294.97	212,431.00	(180,136.03)	15.20%
Forestry	11,360.04	30,492.25	172,342.00	(141,849.75)	17.69%
Youth Football	743.70	26,545.41	50,197.00	(23,651.59)	52.88%
Community Band	505.17	968.61	9,951.00	(8,982.39)	9.73%
Economic Development	4,022.69	7,771.60	124,633.00	(116,861.40)	6.24%
Transfers	-	-	100,000.00	(100,000.00)	0.00%
<b>Total General Fund Expenses</b>	<b>381,935.83</b>	<b>1,022,588.44</b>	<b>4,956,502.00</b>	<b>(3,933,913.56)</b>	<b>20.63%</b>
<b>GENERAL FUND NET REVENUES (EXPENSES)</b>	<b>(308,255.23)</b>	<b>165,122.51</b>	<b>(566,203.00)</b>		
<b>SANITATION</b>					
Sanitation Revenues	48,036.18	154,987.26	576,440.00	(421,452.74)	26.89%
Sanitation Expenses	54,041.04	130,276.85	515,885.00	(385,608.15)	25.25%
<b>SANITATION NET REVENUES (EXPENSES)</b>	<b>(6,004.86)</b>	<b>24,710.41</b>	<b>60,555.00</b>		
<b>FIRE EQUIPMENT DONATION</b>					
Fire Equipment Donation Revenues	78.96	68,202.90	91,150.00	(22,947.10)	74.82%
Flag Pole Memorial Expenses	(1,700.00)	557.00	2,100.00	(1,543.00)	26.52%
<b>FIRE EQUIPMENT DONATION NET REVENUES (EXPENSES)</b>	<b>1,778.96</b>	<b>67,645.90</b>	<b>89,050.00</b>		

	MARCH	YTD 2022	BUDGET 2022	VARIANCE	% OF BUDGET
<b>AQUATICS</b>					
Aquatics Revenue	520.63	91,214.95	186,966.00	(95,751.05)	48.79%
Aquatics	7,783.41	14,349.52	217,466.00	(203,116.48)	6.60%
<b>AQUATICS NET REVENUES (EXPENSES)</b>	<b>(7,262.78)</b>	<b>76,865.43</b>	<b>(30,500.00)</b>		
<b>LIBRARY/CIVIC CENTER</b>					
Library/Civic Center Revenues	1,497.24	338,385.42	606,879.00	(268,493.58)	55.76%
Library/Civic Center	90,462.31	174,231.91	621,879.00	(447,647.09)	28.02%
<b>LIBRARY/CIVIC CENTER NET REVENUES (EXPENSES)</b>	<b>(88,965.07)</b>	<b>164,153.51</b>	<b>(15,000.00)</b>		
<b>CONSOLIDATED POLICE SERVICES</b>					
Consolidated Police Services Revenue	3,816.21	2,108,982.61	3,929,233.00	(1,820,250.39)	53.67%
Police Services Consolidated	425,400.62	912,963.93	3,971,303.00	(3,058,339.07)	22.99%
<b>CONSOLIDATED POLICE SERVICES NET REVENUES (EXPENSES)</b>	<b>(421,584.41)</b>	<b>1,196,018.68</b>	<b>(42,070.00)</b>		
<b>VAN LIESHOUT RECREATION CENTER</b>					
Van Lieshout Rec Center Revenues	5,516.38	9,422.25	14,500.00	(5,077.75)	64.98%
Van Lieshout Rec Center Expenses	577.85	4,051.19	33,321.00	(29,269.81)	12.16%
<b>VAN LIESHOUT NET REVENUES (EXPENSES)</b>	<b>4,938.53</b>	<b>5,371.06</b>	<b>(18,821.00)</b>		
<b>PROMOTIONAL FUND</b>					
Promotional Fund Revenues	272.84	17,182.62	52,400.00	(35,217.38)	32.79%
Promotional Fund Expenses	470.00	1,670.00	40,996.00	(39,326.00)	4.07%
<b>PROMOTIONAL NET REVENUES (EXPENSES)</b>	<b>(197.16)</b>	<b>15,512.62</b>	<b>11,404.00</b>		
<b>AMERICAN RESCUE FUND</b>					
American Rescue Fund Revenues	161.44	468.60	633,750.00	(631,218.60)	0.07%
American Rescue Fund Expenses	2,750.00	4,785.00	632,250.00	(627,465.00)	0.76%
<b>AMERICAN RESCUE PROMOTIONAL NET REVENUES (EXPENSES)</b>	<b>(2,588.56)</b>	<b>(4,316.40)</b>	<b>1,500.00</b>		
<b>TRANSPORTATION SPECIAL REVENUE FUND</b>					
Transportation Special Revenue Fund Revenues	2.20	3.10	-	3.10	#DIV/0!
Transportation Special Revenue Fund Expenses	-	1,580.00	-	1,580.00	#DIV/0!
<b>TRANSPORTATION SR FUND NET REVENUES (EXPENSES)</b>	<b>2.20</b>	<b>(1,576.90)</b>	<b>-</b>		
<b>SMALL BUSINESS MICRO LOAN FUND</b>					
Small Business Micro Loan Fund Revenues	29.99	39.71	600.00	(560.29)	6.62%
Small Business Micro Loan Fund Expenses	-	-	500.00	(500.00)	0.00%
<b>SMALL MICRO LOAN FUND NET REVENUES (EXPENSES)</b>	<b>29.99</b>	<b>39.71</b>	<b>100.00</b>		
<b>FAÇADE RENOVATION GRANT FUND</b>					
Façade Renovation Grant Fund Revenues	17.61	23.37	100,250.00	(100,226.63)	0.02%
Façade Renovation Grant Fund Expenses	-	-	500.00	(500.00)	0.00%
<b>COMMUNITY DEVELOPMENT GRANT NET REVENUES (EXPENSES)</b>	<b>17.61</b>	<b>23.37</b>	<b>99,750.00</b>		
<b>SPECIAL ASSESSMENTS</b>					
Special Assessment Revenue	(7,541.15)	(13,784.03)	187,200.00	(200,984.03)	-7.36%
Special Assessment Expense	174.14	514.06	642,300.00	(641,785.94)	0.08%
<b>SPECIAL ASSESSMENTS NET REVENUES (EXPENSES)</b>	<b>(7,715.29)</b>	<b>(14,298.09)</b>	<b>(455,100.00)</b>		

	MARCH	YTD 2022	BUDGET 2022	VARIANCE	% OF BUDGET
<b>EQUIPMENT REVOLVING FUND</b>					
Equipment Revolving Revenue	4,613.68	23,828.98	185,200.00	(161,371.02)	12.87%
Equipment Revolving Expenses	-	-	350,000.00	(350,000.00)	0.00%
<b>EQUIPMENT NET REVENUES (EXPENSES)</b>	<b>4,613.68</b>	<b>23,828.98</b>	<b>(164,800.00)</b>		
<b>FACILITY AND TECHNOLOGY FUND</b>					
Facility and Technology Fund Revenues	15.96	56,269.93	75,200.00	(18,930.07)	74.83%
Facility and Technology Fund Expenditures	7,852.01	22,471.39	90,000.00	(67,528.61)	24.97%
<b>FACILITY AND TECHNOLOGY NET REVENUES (EXPENSES)</b>	<b>(7,836.05)</b>	<b>33,798.54</b>	<b>(14,800.00)</b>		
<b>TAX INCREMENT DISTRICT 4</b>					
Tax Increment District 4 Revenues	182.68	984,440.70	1,918,650.00	(934,209.30)	51.31%
Tax Increment District 4 Expenses	8,096.25	532,589.35	2,610,948.00	(2,078,358.65)	20.40%
<b>TAX INCREMENTAL DISTRICT 4 NET REVENUES (EXPENSES)</b>	<b>(7,913.57)</b>	<b>451,851.35</b>	<b>(692,298.00)</b>		
<b>TAX INCREMENT DISTRICT 5</b>					
Tax Increment District 5 Revenues	65.48	283,871.57	476,897.00	(193,025.43)	59.52%
Tax Increment District 5 Expenses	3,371.52	46,044.26	314,910.00	(268,865.74)	14.62%
<b>TAX INCREMENTAL DISTRICT 5 NET REVENUES OVER EXPENSES</b>	<b>(3,306.04)</b>	<b>237,827.31</b>	<b>161,987.00</b>		
<b>TAX INCREMENT DISTRICT 6</b>					
Tax Increment District 6 Revenues	22,099.47	861,646.04	1,127,585.00	(265,938.96)	76.42%
Tax Increment District 6 Expenses	10,275.37	25,459.93	1,458,995.00	(1,433,535.07)	1.75%
<b>TAX INCREMENTAL DISTRICT 6 NET REVENUES (EXPENSES)</b>	<b>11,824.10</b>	<b>836,186.11</b>	<b>(331,410.00)</b>		
<b>TAX INCREMENT DISTRICT 7</b>					
Tax Increment District 7 Revenues	91.07	497,053.43	737,000.00	(239,946.57)	67.44%
Tax Increment District 7 Expenses	3,691.41	32,835.47	410,440.00	(377,604.53)	8.00%
<b>TAX INCREMENTAL DISTRICT 7 NET REVENUES (EXPENSES)</b>	<b>(3,600.34)</b>	<b>464,217.96</b>	<b>326,560.00</b>		
<b>TAX INCREMENT DISTRICT 8</b>					
Tax Increment District 8 Revenues	163.97	226.76	113,787.00	(113,560.24)	0.20%
Tax Increment District 8 Expenses	14,617.88	89,472.69	1,741,218.00	(1,651,745.31)	5.14%
<b>TAX INCREMENTAL DISTRICT 8 NET REVENUES (EXPENSES)</b>	<b>(14,453.91)</b>	<b>(89,245.93)</b>	<b>(1,627,431.00)</b>		
<b>PARK IMPROVEMENT</b>					
Park Improvement Revenue	500.00	500.00	551,614.00	(551,114.00)	0.09%
Park Improvement Expenses	-	(10,740.50)	561,033.00	(571,773.50)	-1.91%
<b>PARK IMPROVEMENTS NET REVENUES (EXPENSES)</b>	<b>500.00</b>	<b>11,240.50</b>	<b>(9,419.00)</b>		

	MARCH	YTD 2022	BUDGET 2022	VARIANCE	% OF BUDGET
<b>CAPITAL PROJECTS</b>					
<b>Capital Projects Revenue</b>	<b>0.55</b>	<b>175,172.40</b>	<b>235,210.00</b>	<b>(60,037.60)</b>	<b>74.47%</b>
Construction Projects	13,754.73	21,139.89	961,462.00	(940,322.11)	2.20%
Administration Capital Projects	28,381.46	66,246.91	202,835.00	(136,588.09)	32.66%
<b>TOTAL CONSTRUCTION EXPENSES</b>	<b>42,136.19</b>	<b>87,386.80</b>	<b>1,164,297.00</b>	<b>(1,076,910.20)</b>	<b>7.51%</b>
<b>CAPITAL PROJECTS NET REVENUES (EXPENSES)</b>	<b>(42,135.64)</b>	<b>87,785.60</b>	<b>(929,087.00)</b>		
<b>SEWER</b>					
<b>Sewer Revenues</b>	<b>145,020.08</b>	<b>542,566.79</b>	<b>2,934,909.00</b>	<b>(2,392,342.21)</b>	<b>18.49%</b>
Sewer Capital	5,492.42	10,758.40	242,866.00	(232,107.60)	4.43%
Sewer Financing	20,286.00	63,708.00	250,784.00	(187,076.00)	25.40%
Sewer Treatment	229,903.78	555,380.89	2,381,600.00	(1,826,219.11)	23.32%
Sewer Collection	23,482.14	96,942.84	257,412.00	(160,469.16)	37.66%
Sewer Customer A/R	12,515.25	34,267.18	144,707.00	(110,439.82)	23.68%
Sewer Admin and General	21,304.15	55,926.75	184,507.00	(128,580.25)	30.31%
<b>TOTAL SEWER EXPENSES</b>	<b>312,983.74</b>	<b>816,984.06</b>	<b>3,461,876.00</b>	<b>(2,644,891.94)</b>	<b>23.60%</b>
<b>SEWER NET REVENUES (EXPENSES)</b>	<b>(167,963.66)</b>	<b>(274,417.27)</b>	<b>(526,967.00)</b>		
<b>WATER UTILITY</b>					
<b>Water Utility Revenues</b>	<b>167,820.02</b>	<b>534,532.67</b>	<b>2,324,576.00</b>	<b>(1,790,043.33)</b>	<b>22.99%</b>
Water Capital Projects	5,608.76	9,555.34	214,927.00	(205,371.66)	4.45%
Water Financing	58,098.00	186,763.16	753,841.00	(567,077.84)	24.77%
Water Source	748.64	2,422.22	16,500.00	(14,077.78)	14.68%
Pumping	16,120.43	49,339.96	271,987.00	(222,647.04)	18.14%
Water Treatment	35,708.94	115,909.46	475,030.00	(359,120.54)	24.40%
Water Distribution	45,372.84	164,108.78	655,726.00	(491,617.22)	25.03%
Customer A/R	6,425.21	13,904.77	61,307.00	(47,402.23)	22.68%
Admin and General	11,999.45	49,938.07	204,858.00	(154,919.93)	24.38%
<b>TOTAL WATER EXPENSES</b>	<b>180,082.27</b>	<b>591,941.76</b>	<b>2,654,176.00</b>	<b>(2,062,234.24)</b>	<b>22.30%</b>
<b>WATER NET REVENUES (EXPENSES)</b>	<b>(12,262.25)</b>	<b>(57,409.09)</b>	<b>(329,600.00)</b>		
<b>STORMWATER UTILITY</b>					
<b>Stormwater Revenue</b>	<b>66,771.79</b>	<b>225,016.58</b>	<b>1,242,220.00</b>	<b>(1,017,203.42)</b>	<b>18.11%</b>
Stormwater Capital Projects	10,679.37	25,389.48	667,083.00	(641,693.52)	3.81%
Storm Financing	39,000.00	132,213.54	537,964.00	(405,750.46)	24.58%
Storm Pond Maintenance	9,550.66	13,115.30	146,281.00	(133,165.70)	8.97%
Storm Collection	17,086.13	30,695.62	456,498.00	(425,802.38)	6.72%
Storm Customer A/R	6,425.22	13,876.16	56,685.00	(42,808.84)	24.48%
Storm Admin and General	22,422.22	58,395.70	230,924.00	(172,528.30)	25.29%
<b>TOTAL STORM EXPENSES</b>	<b>105,163.60</b>	<b>273,685.80</b>	<b>2,095,435.00</b>	<b>(1,821,749.20)</b>	<b>13.06%</b>
<b>STORMWATER NET REVENUES (EXPENSES)</b>	<b>(38,391.81)</b>	<b>(48,669.22)</b>	<b>(853,215.00)</b>		

Tax collected through the first installment have been recorded.

Continue to see interest and investment income impacted as result of market changes due to COVID-19. The unrealized losses that exist now will **not** be recognized if the assets are held until maturity. The Village invests in varying maturities to match cash flow needs. An unrealized loss exists when a longer term asset the Village owns price has declined in the market place due to varying interest rates. Each month end, Generally Accepted Accounting Principles require that we record an unrealized loss (or gain) to recognize market impacts. At the end of March, many of the investments currently have an unrealized loss in relation to market prices.

Property, Auto and Workers Compensation first and second quarter premiums have been paid so six months of expense included in March financials.

The \$25,000 contribution to the turf project has been paid from Youth Football program for 2022.

TID 4 and TID 8 had larger debt service payments in January.

Landfill revenue for Sewer Utility is billed on a quarterly billing. The first quarter will not be invoiced until April 2022. Also waiting on lab results for several strength billings for the first quarter that will not go out until April.

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



# ANNUAL REPORT 2021



Protecting the communities we live in.



**DIRECTORS**

**David Benforado**  
Village President  
Village of Shorewood Hills

**David De Angelis**  
Village Manager  
Village of Elm Grove

**Rebecca Glewen**  
Mayor  
City of Beaver Dam

**Zach Vruwink**  
Administrator  
Rhineland

**Kathleen Morse**  
Clerk/Treasurer  
City of Rice Lake

**Mark Rohloff**  
City Manager  
City of Oshkosh

**Jerry Deschane**  
Executive Director  
League of Wisconsin  
Municipalities

**OFFICER**

**Matt Becker**  
Chief Executive Officer  
League of Wisconsin  
Municipalities Mutual  
Insurance

## 2021 ANNUAL REPORT TO POLICYHOLDERS

Greetings Policyholders:

As I look back on 2021 and the accomplishments of LWMMI I am struck with just how much we all pivoted, adapted and overcame our challenges! LWMMI was fortunate to have another very good year both financially and by adding new members. LWMMI continues to be the preferred option for insurance and risk management solutions among Wisconsin municipalities because we provide broad coverage and customized services that offer the best value for your community. LWMMI is a member-owned, and member-governed insurance company, overseen by a board of Wisconsin municipal officials to ensure protection of the communities in this beautiful state.

2021, while challenging, was a successful year not only for LWMMI, but also for our members. A few highlights include:

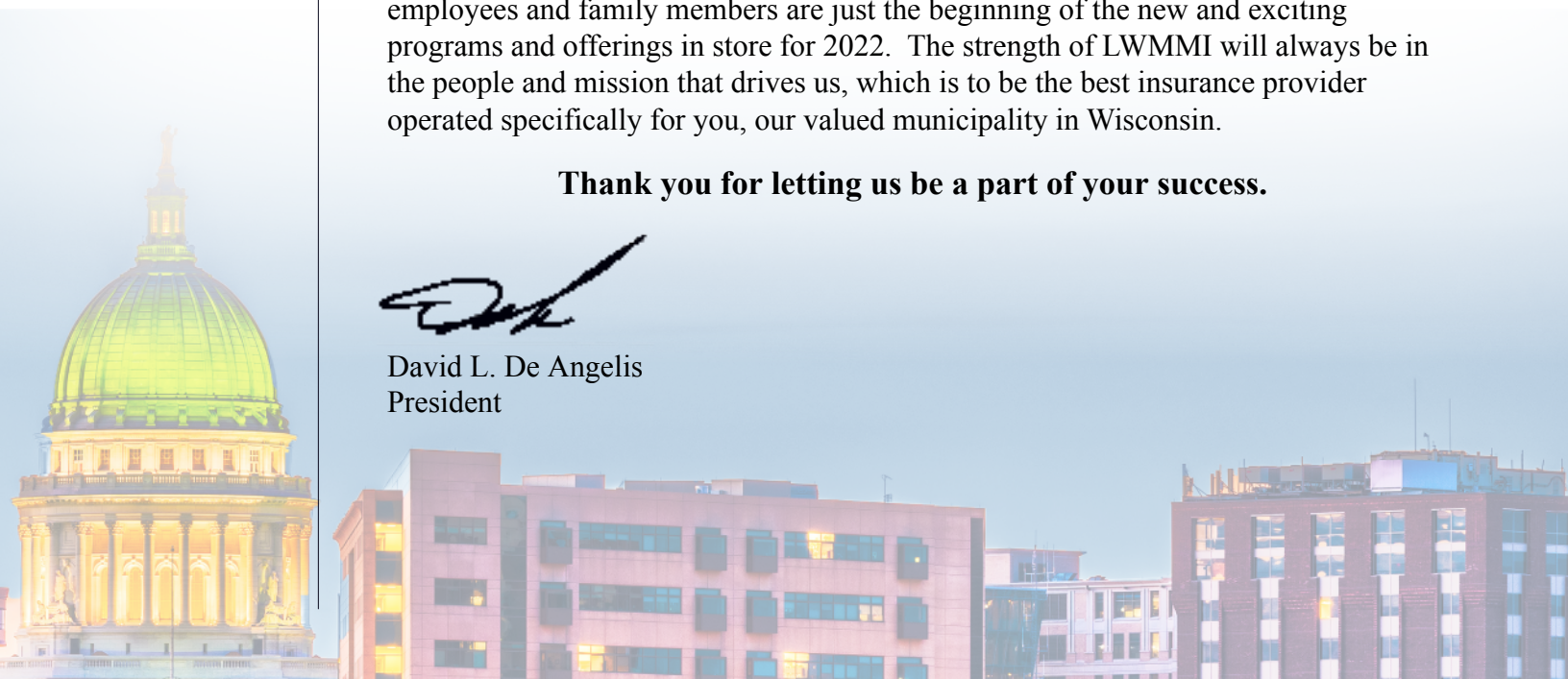
- Membership grew to 473 insureds.
- \$2.75 million dollars in dividends paid to members.
- Financial surplus grew to \$52 million, the strongest in the program's history.
- Expenses continue to be among the lowest in the marketplace, confirming your money is used efficiently.

Looking forward to 2022, our focus will be on expanded services and partnerships to provide all of our members with the highest value insurance and risk management product in the market. Cyber Coverage, Safety Grants, the Rebound program for employees and family members are just the beginning of the new and exciting programs and offerings in store for 2022. The strength of LWMMI will always be in the people and mission that drives us, which is to be the best insurance provider operated specifically for you, our valued municipality in Wisconsin.

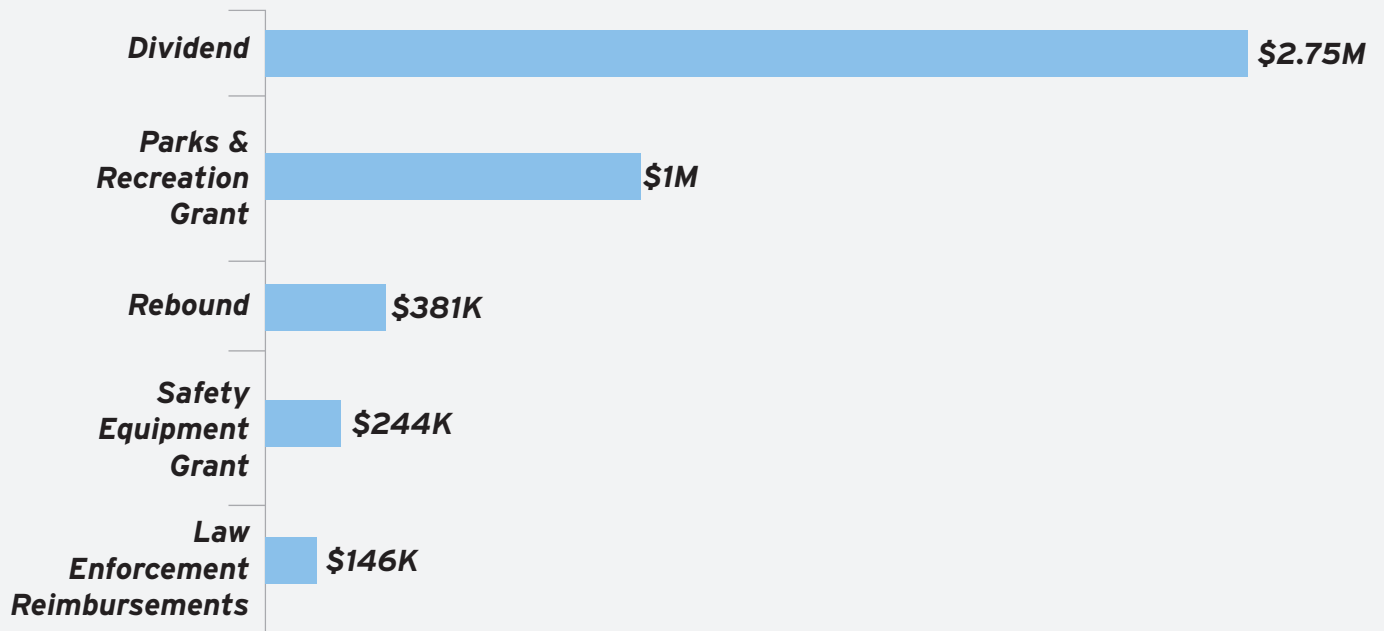
**Thank you for letting us be a part of your success.**



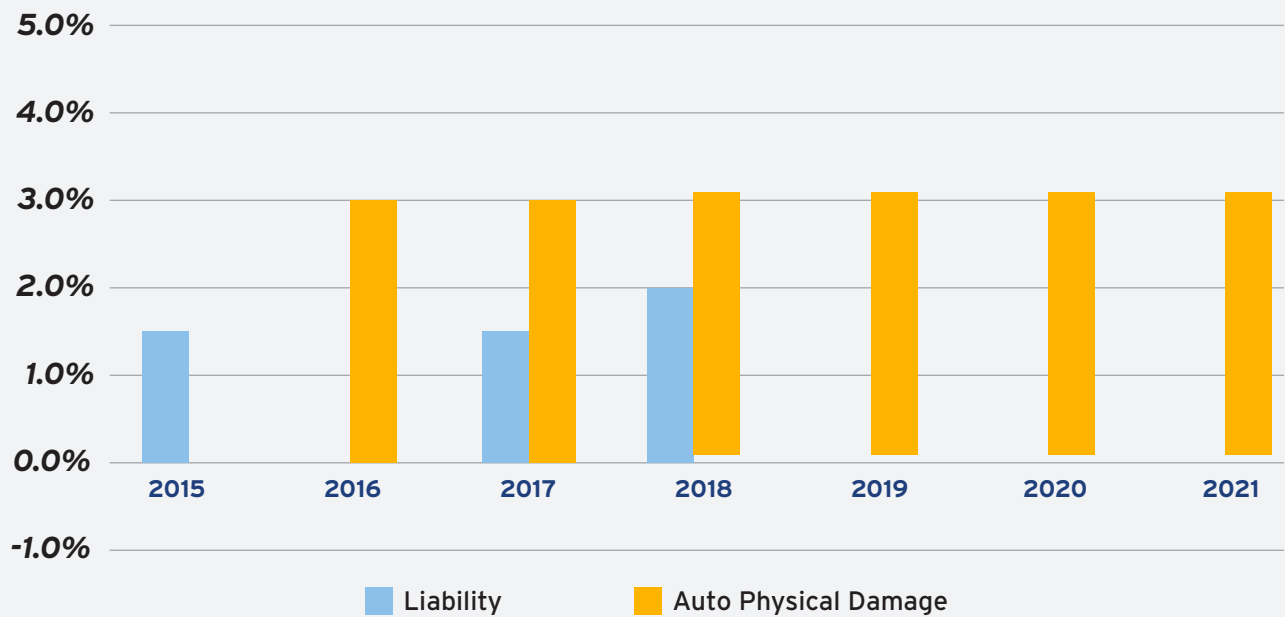
David L. De Angelis  
President



## 2021 Member Financial Benefits

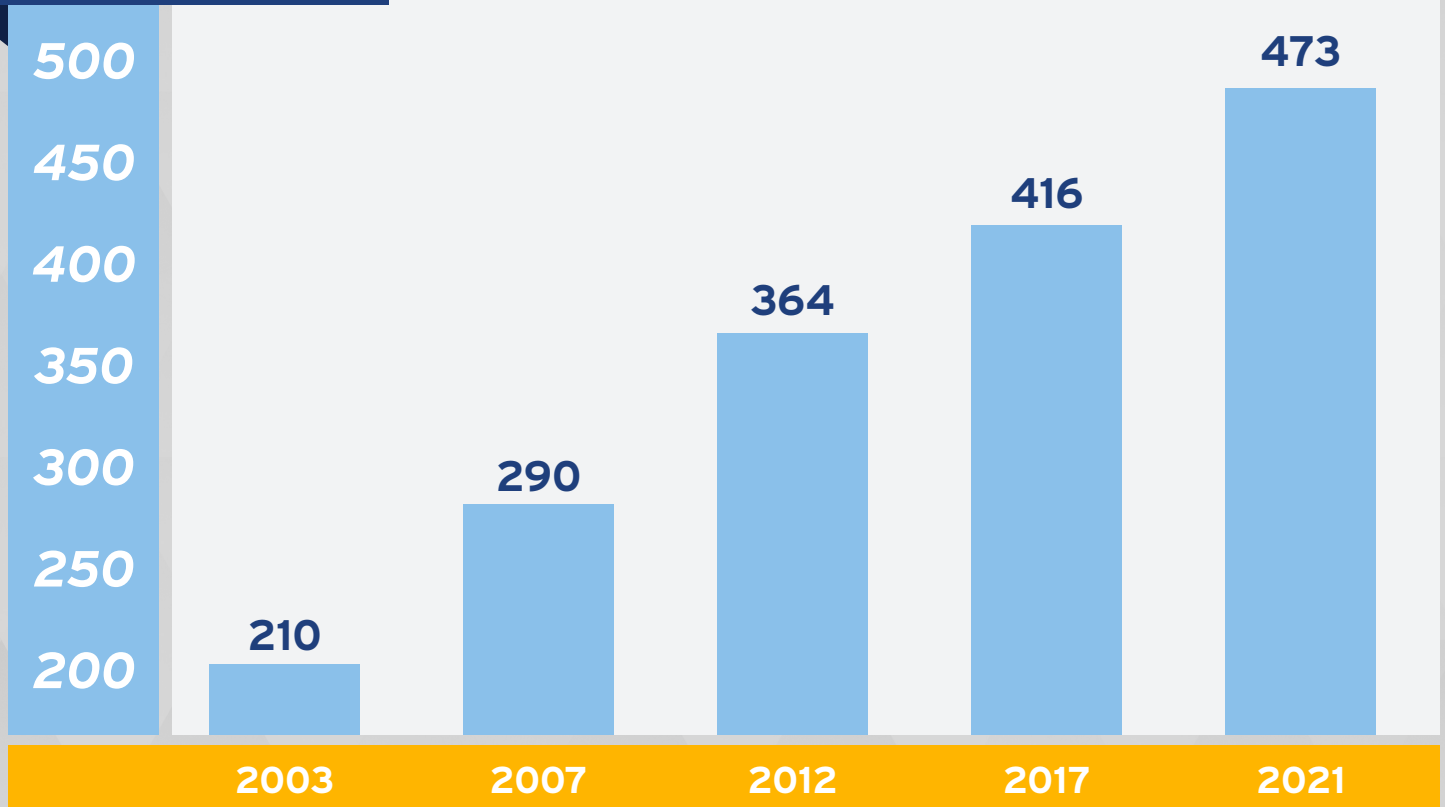


## Rate Change by Policy Year



● Liability rates remained flat for 3rd consecutive year; minimal APD increases due to inflation.

## Member Count



- LWMMI had a strong 99% retention rate for 2021
- Added 17 new members in 2021 bringing total membership to 473.

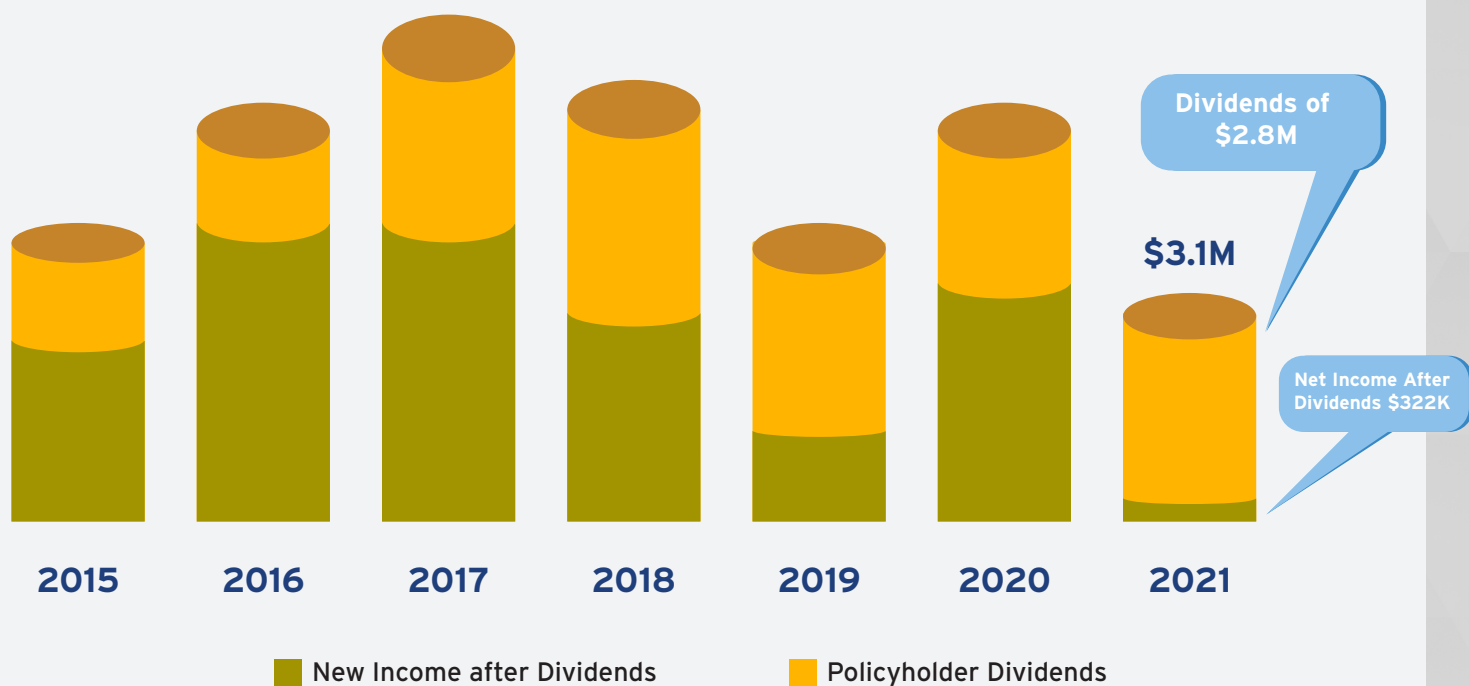
## Financial Strength & Performance



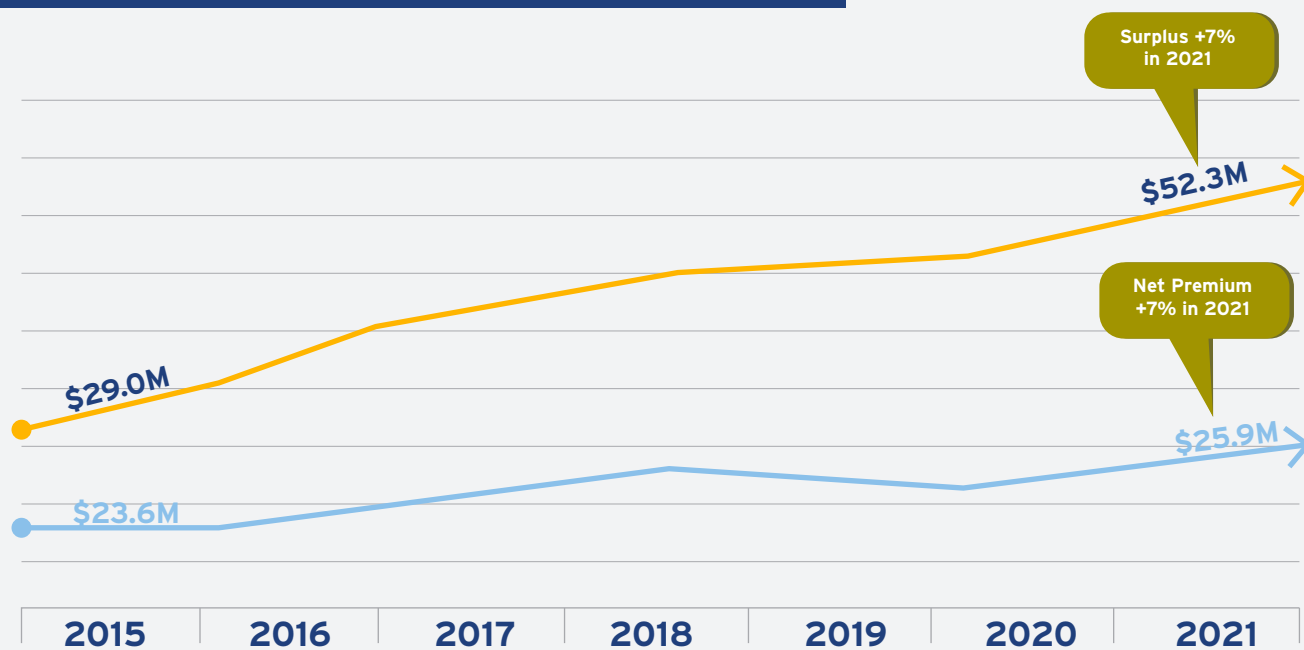
- Assets +4% in 2021



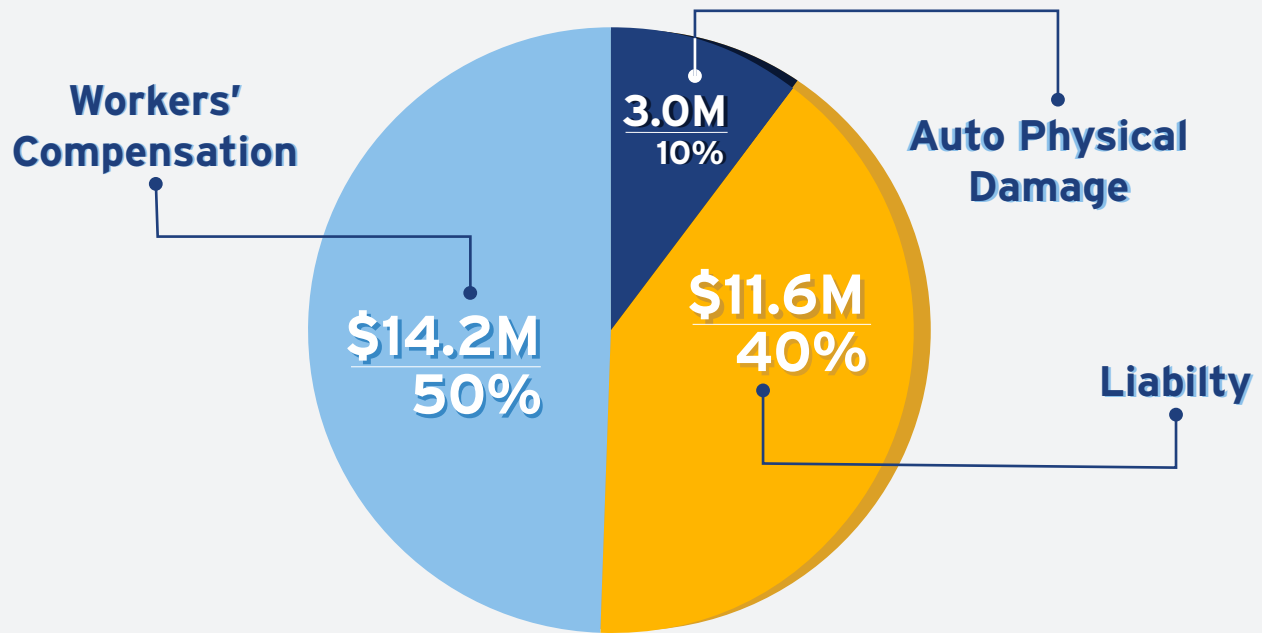
## Net Income and Dividends



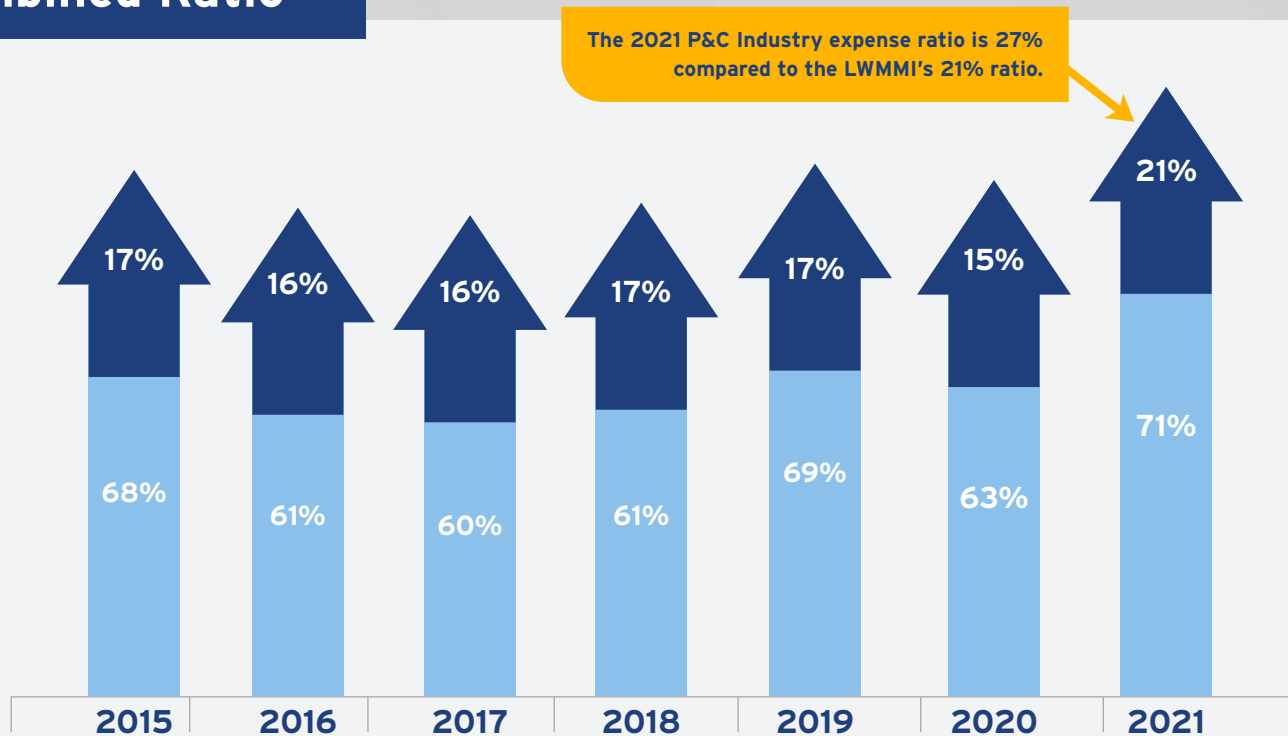
## Policyholder Surplus & Net Premium



## Premium by Line



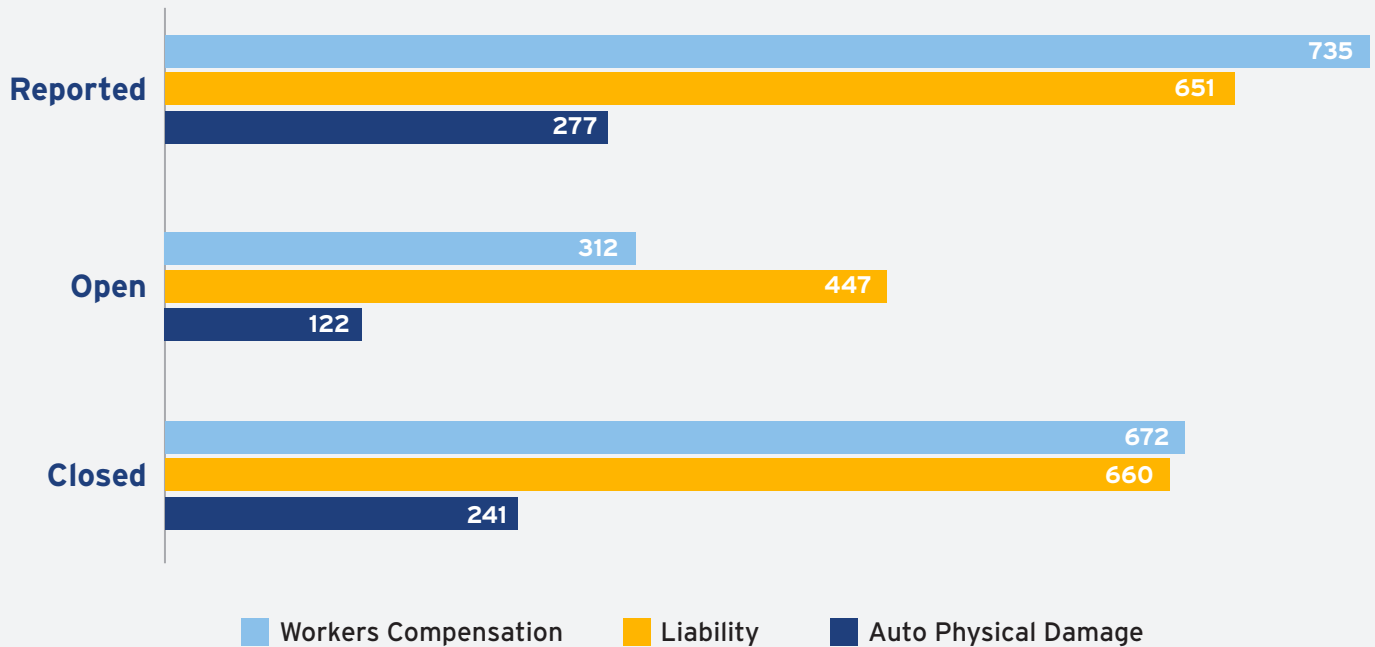
## Combined Ratio



■ Operating Expense Ratio  
■ Loss & Loss Adjustment Expense Ratio

During 2021, for every \$1 of premium charged WMMI spent \$0.21 to pay expenses and \$0.71 to pay losses.

## Claim Count Activity During 2021



## Number of Claims Reported Since 2002



## Policyholders

### Board of Directors

*League of Wisconsin  
Municipalities*

• David Benforado • Rebecca Glewen • Mark Rohloff • Jerry Deschane  
• Dave De Angelis • Kathy Morse • Zach Vruwink

*Office of the Commissioner  
of Insurance*

Quarterly Financial Report  
Annual Statement

### LWMMI

• Matt Becker, **CEO** • Sandy Hagen, **Office Manager** • Elizabeth Yanke, **Member Services Director**

**Willis Towers Watson  
Actuarial**  
Maureen Stanzinski

**Guy Carpenter & Com.  
Reinsurance Broker**  
Bryan Donohoe

**United Heartland  
Work Comp Claims**  
Denise Kawczynski

**Statewide Services, Inc.  
Liability/APD Claims**  
Tonv Conlin

### Defense Law Firms

Boardman & Clark LLP

Comeille Law Group, LLC

Crivello Carlson, S. C.

Klinner Kramer Shull LLP

Municipal Law & Litigation Group, S. C.

MWH Law Group

Piper, Schmidt & Wirth

Stafford Rosenbaum LLP

Town Counsel Law & Litigation, LLC

Von Briesen & Roper, S.C.

Weld Riley, S.C.

**Strohm Ballweg, LLC  
Financial Operations**  
Tom Dawson  
Cheryl Bossingham  
Julie Syse

**Kerber, Eck & Braeckel  
Auditor**

**First Business Bank  
Trust & Investment**  
Bradley Howe

**Reinsurers**  
National League of Cities  
Mutual  
Safety National  
Markel Global Reinsurance Co.  
Great American Insurance Co.  
Tokio Marine HCC

**Corporate Attorneys**  
Karen Gallagher  
Coyne, Schultz, Becker & Bauer, S.C.  
**Policy Wording Issues**  
Jon Nordenberg  
Boardman Law Firm LLP  
**Transactional Issues**

### Agency Sales Force

**Baer Insurance Services, LLC**  
Mike Zagrodnik

**Business Insurance Group**  
Bill Barnes

**McClone Agency, Inc**  
Brian Dandoy

**R&R Insurance Services, Inc.**  
Rick Kalscheuer

**Spectrum Insurance Group, LLC**  
Darrel Zaleski

# Little Chute Fire Department

## LCFD Incident Report

April 2022

Number of responses: 16

Last years: 10

YTD: 53

04/02/2022	02:55 Vehicle accident @ 2007 N. French Road Engine 3621, Car 3632 #22LC00037
04/06/2022	14:03 Mutual aid-extrication response @ 309 N. John Street, Kimberly Squad 3671, Car 3632 #22LC00038
04/07/2022	09:57 Lift assist requested by Gold Cross @ 1201 Garfield Avenue Engine 3621, Car 3632 #22LC00039
04/09/2022	17:55 Structure fire @ 330 E. North Avenue, homeowner was burning leaves in back yard Engine 3621, Car 3632 #22LC00040

**04/10/2022      10:17 Vegetation fire I-41NB between Holland Road & Freedom Road**  
**Engine 3621, Engine 3622, Truck 3641, Car 3632**  
**#22LC00041**

**04/10/2022      21:21 Mutual aid request for a structure fire @ W616 County Road S Vanden Broek, LCFD cancelled while going in route**  
**Engine 3622, Squad 3671, Car 3632, Pickup 3631**  
**#22LC00042**

**04/16/2022      03:55 Vehicle accident-scene safety @ 3645 Cherryvale Place**  
**Engine 3621, Truck 3641, Car 3632**  
**#22LC00043**

**04/17/2022      05:15 Assist with lost person 219 Taylor Street**  
**Engine 3621, Truck 3641, Squad 3671, UTV 3633, Car 3632**  
**#22LC00044**

**04/18/2022      08:13 Burning complaint @ 2101 American Drive,**  
**Engine 3621, Car 3632**  
**#22LC00045**

**04/21/2022      06:06 Commercial alarm @ Feeding America 2911 W. Evergreen Drive, investigated found a sprinkler head hit by a fork lift**  
**Engine 3621, Truck 3641, Car 3632**  
**#22LC00046**

- 04/21/2022      10:47 Elevator rescue @ Little Chute Village Hall 108 W. Main Street**  
**Engine 3621, Squad 3671, Car 3632**  
**#22LC00047**
- 04/21/2022      13:11 Commercial fire alarm @ Little Chute High School 1402 Freedom Road**  
**False alarm accidental pull**  
**Engine 3621, Car 3632**  
**#22LC00048**
- 04/21/2022      20:34 Commercial fire alarm @ Little Chute Elementary School 901 Grand Ave., investigated found cleaning crew created dust that triggered detectors,**  
**Engine 3621, Truck 3641, Squad 3671, Car 3632**  
**#22LC00049**
- 04/22/2022      15:14 Structure fire @ Holland Place Apts. 1640 Holland Road, investigated stove fire, ventilated**  
**Engine 3621, Truck 3641, Squad 3671, Car 3632**  
**#22LC00050**
- 04/23/2022      12:17 Vegetation fire I-41 Southbound, south of County Road N**  
**Engine 3621, Truck 3641, Squad 3671, Car 3632**  
**#22LC00051**

04/23/2022

12:52 Burning complaint @ 1113 Madison Street

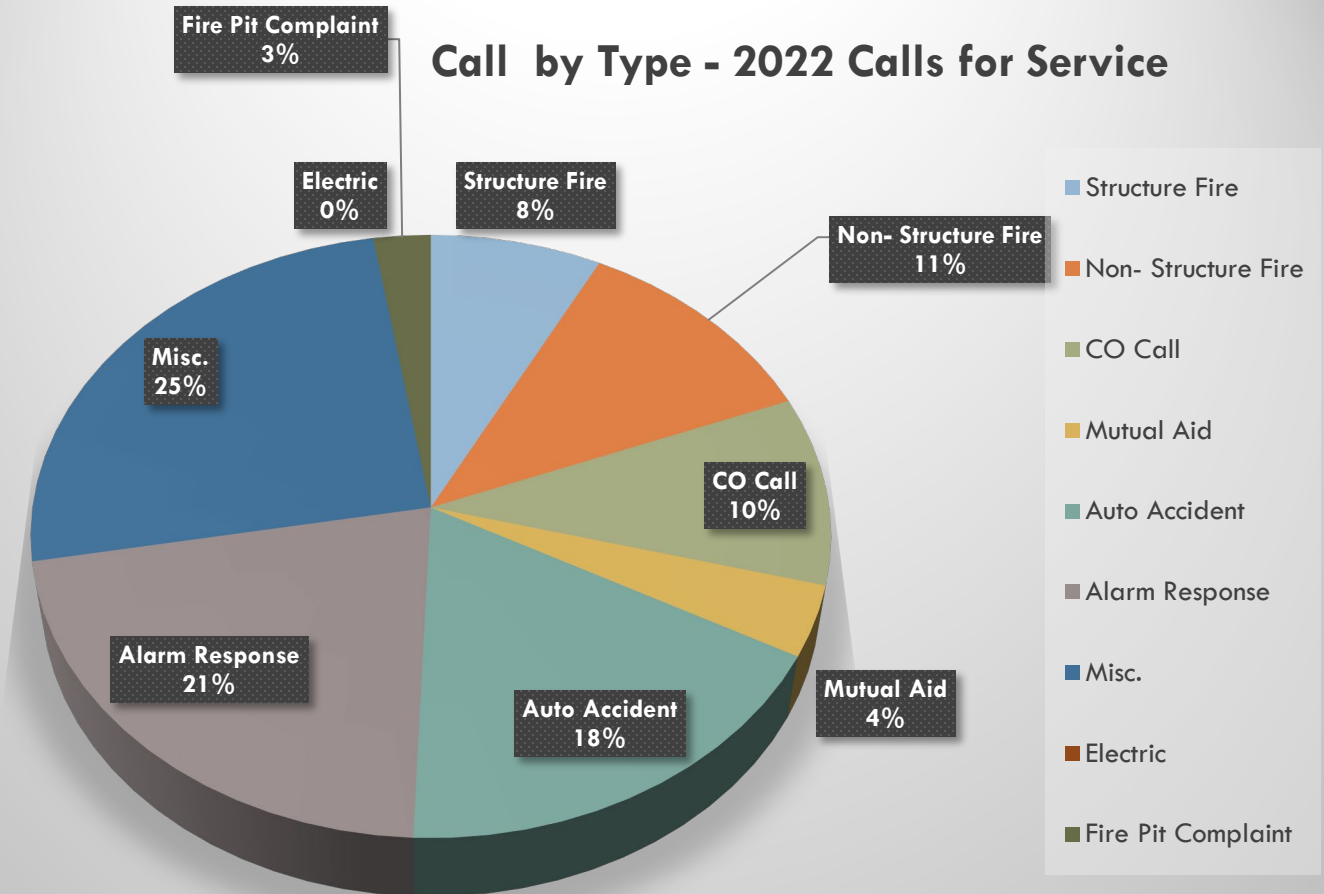
Engine 3621, Car 3632

#22LC00052

### Little Chute Fire Department - 2022 Calls for Service

	Structure Fire	Non-Structure Fire	CO Call	Mutual Aid	Auto Accident	Alarm Response	Misc.	Electric	Fire Pit Complaint	2022 Total Responses	2021 Total Responses	2020 Total Responses	2019 Total Responses	2018 Total Responses	2017 Total Responses	2016 Total Responses	2015 Total Responses
<b>2022 SUMMARY</b>	<b>6</b>	<b>9</b>	<b>8</b>	<b>3</b>	<b>14</b>	<b>17</b>	<b>20</b>	<b>0</b>	<b>2</b>	<b>79</b>	<b>181</b>	<b>152</b>	<b>202</b>	<b>165</b>	<b>172</b>	<b>155</b>	<b>132</b>
January 2021 Calls	1	2	2	0	2	2	4	0	0	13							
February 2021 Calls	1	1	2	0	2	4	3	0	0	13							
March 2021 Calls	2	4	4	1	8	8	10	0	0	37							
April 2021 Calls	2	2	0	2	2	3	3	0	2	16							
May 2021 Calls																	
June 2021 Calls																	
July 2021 Calls																	
August 2021 Calls																	
September 2021 Calls																	
October 2021 Calls																	
November 2021 Calls																	

### Call by Type - 2022 Calls for Service







# FOX VALLEY METRO POLICE DEPARTMENT

## PERSONNEL

Officer Dan Thorson is retiring on Thursday, June 2nd. He is retiring with just over 32 years of service to the Kimberly Police Department and the Fox Valley Metro Police Department.

Jacob Macadlo and Logan Hietpas have accepted final offers of employment with the department for our vacant patrol officer positions. Their start date is Monday, May 23<sup>rd</sup>. Macadlo has previous experience as a police officer with the Wisconsin Rapids Police Department. Hietpas is a Community Service Officer with the DePere Police Department and is graduating from the law enforcement academy program at Northeast Wisconsin Technical College next week.

Our newest Community Service Officer, Seth Huss has been training with various patrol officers and is now training with our other CSO's.

## ADMINISTRATION

Lieutenant Wery and Officer Pynenberg recently attended a three-day training course that focused on the administrative side of K-9 units. Policy, best practices, and liability were the topic areas.

## EVENTS

Metro will be participating in and/or allocating personnel to the following special events:

EVENT	ANTICIPATED	
	PERSONNEL HOURS	DATE
Memorial Day Parade	12	5/30/2022
Cheese Fest	112	6/3/2022
Little Chute Fireworks	27.5	7/1/2022
Kimberly Fireworks	27.5	7/3/2022
Paper Fest	132	7/14/2022
Kimberly Touch-A-Truck	2.5	7/28/2022
National Night Out	25	8/2/2022
Bike to the Beat	22	8/6/2022
US Venture Open	4	8/10/2022
Little Chute Touch-a Truck	2.5	8/16/2022
Rock Cancer	25	8/20/2022
Fox Cities Marathon	14	9/18/2022
Walk for Autism	6	TBD
<b>TOTAL STAFF HOURS</b>	<b>412</b>	

It is estimated that about 412 department staff hours will be used to staff these events. Much of this is by way of overtime.

**ACTIVITY / PERFORMANCE METRICS**

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



## FOX VALLEY METRO POLICE DEPARTMENT

Month-to-Date CAD Call Detail

### Month-To-Date CAD Received Calls

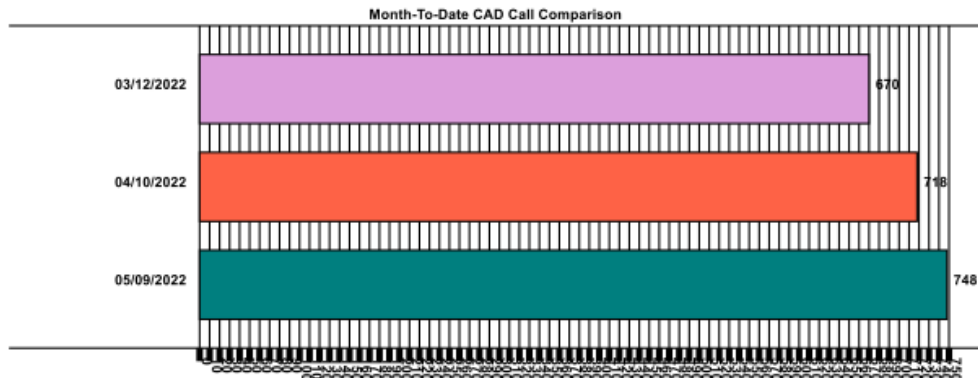
Call Nature	04/11/2022	03/13/2022	1 mo %	02/12/2022	2 mo %
	to 05/09/2022:	to 04/10/2022:	change:	to 03/12/2022:	change:
911 Misdial	37	50	-26.0%	47	-21.3%
Abandoned Vehicle	3	4	-25.0%	3	0.0%
Abdominal A-Adam Response	0	0	N/A	1	-100.0%
Abdominal C-Charlie Response	1	2	-50.0%	0	N/A
Accident in a Parking Lot	6	4	50.0%	7	-14.3%
Accident with Extrication	0	0	N/A	1	-100.0%
Accident with Injury	0	2	-100.0%	0	N/A
Accident with Scene Safety	1	0	N/A	0	N/A
Accident with Spill Cleanup	0	0	N/A	1	-100.0%
Animal Bite	3	0	N/A	1	200.0%
Animal Call	22	21	4.8%	8	175.0%
Assist Citizen or Agency	35	51	-31.4%	52	-32.7%
Bicycle Stop	0	1	-100.0%	0	N/A
Bleeding A-Adam Response	0	0	N/A	1	-100.0%
Bleeding B-Boy Response	0	1	-100.0%	0	N/A
Bleeding D-David Response	0	2	-100.0%	1	-100.0%
Breathing Problem C-Charles	2	0	N/A	2	0.0%
Breathing Problem D-David	3	4	-25.0%	2	50.0%
Breathing Problem E-Edward	0	1	-100.0%	0	N/A
Burglary	0	0	N/A	1	-100.0%
Business Check	0	0	N/A	1	-100.0%
Carbon Monoxide Alarm	1	0	N/A	1	0.0%
Chest Complaint D-David	3	2	50.0%	2	50.0%
Civil Matter Assist	0	1	-100.0%	0	N/A
Civil Process	6	6	0.0%	19	-68.4%
Crime Prevention	55	44	25.0%	53	3.8%
Damage to Property	2	7	-71.4%	5	-60.0%
Diabetic Issue A-Adam	0	0	N/A	1	-100.0%
Diabetic Issue C-Charles	0	1	-100.0%	1	-100.0%
Diabetic Issue D-David	1	0	N/A	0	N/A
Disturbance	13	18	-27.8%	10	30.0%

Village of Little Chute Monthly Report – April 2022

Disturbance with a Weapon	0	1	-100.0%	0	N/A
Domestic Disturbance	3	6	-50.0%	5	-40.0%
Drug Complaint	5	2	150.0%	1	400.0%
Dumpster Fire	1	0	N/A	0	N/A
Emergency Committal	0	1	-100.0%	1	-100.0%
Fainting A-Adam	2	1	100.0%	0	N/A
Fainting C-Charles	1	3	-66.7%	0	N/A
Falls A-Adam Response	0	0	N/A	2	-100.0%
Falls B-Boy Response	2	3	-33.3%	3	-33.3%
Falls D-David Response	0	1	-100.0%	2	-100.0%
Fire Alarm Commercial	4	0	N/A	3	33.3%
Fire Oversized/Commercial Veh	0	0	N/A	1	-100.0%
Fire Stuck Elevator Rescue	1	0	N/A	1	0.0%
Fire Unauthorized Burning	2	0	N/A	0	N/A
Fire Vegetation or Grass	1	1	0.0%	0	N/A
Fire Vehicle Small	0	2	-100.0%	0	N/A
Follow Up	16	28	-42.9%	24	-33.3%
Fraud Complaint	5	8	-37.5%	6	-16.7%
Harassment	5	8	-37.5%	3	66.7%
Hazard in Roadway	13	9	44.4%	16	-18.8%
Headache A-Adam Response	0	0	N/A	1	-100.0%
Heart Problem C-Charles	1	0	N/A	0	N/A
Heart Problem D-David	0	4	-100.0%	0	N/A
Jail GPS Checks	9	1	800.0%	4	125.0%
Juvenile Complaint	7	6	16.7%	5	40.0%
Law Alarms - Burglary Panic	6	5	20.0%	6	0.0%
Lost or Found Valuables	10	8	25.0%	3	233.3%
Medical Assistance No Injury	0	4	-100.0%	2	-100.0%
Medical Pre-Alert	6	5	20.0%	4	50.0%
Missing Person	1	2	-50.0%	0	N/A
Motorist Assist	15	20	-25.0%	21	-28.6%
Natural Gas or Propane Leak	0	1	-100.0%	1	-100.0%
Noise Complaint	2	7	-71.4%	2	0.0%
Ordinance Violation	16	8	100.0%	7	128.6%
Overdose C-Charles	1	0	N/A	0	N/A
PNB B-Boy Response	0	1	-100.0%	0	N/A
PNB D-David Response	0	1	-100.0%	0	N/A
PNB E-Edward Response	1	2	-50.0%	0	N/A
Parking Enforcement	17	6	183.3%	9	88.9%
Parking Request	1	2	-50.0%	2	-50.0%
Reckless Driving Complaint	26	17	52.9%	26	0.0%

Village of Little Chute Monthly Report – April 2022

Residence Lockout	0	0	N/A	1	-100.0%
Retail Theft	0	1	-100.0%	0	N/A
Runaway Juvenile	1	1	0.0%	0	N/A
Scam	1	2	-50.0%	1	0.0%
School Safety	18	8	125.0%	0	N/A
Seizure A-Adam Response	1	0	N/A	0	N/A
Sex Offense	1	2	-50.0%	2	-50.0%
Sick A-Adam	2	3	-33.3%	2	0.0%
Sick C-Charles	2	1	100.0%	5	-60.0%
Sick D-David	2	0	N/A	1	100.0%
Stroke C-Charles	4	3	33.3%	1	300.0%
Structure Fire Smoke or Flame	1	1	0.0%	0	N/A
Suicide A-Adam	1	0	N/A	2	-50.0%
Suspicious Incident	11	11	0.0%	10	10.0%
Suspicious Person	5	10	-50.0%	2	150.0%
Suspicious Vehicle	4	10	-60.0%	5	-20.0%
Testing Only	3	1	200.0%	0	N/A
Theft Complaint	7	10	-30.0%	11	-36.4%
Theft of Automobile Complaint	1	1	0.0%	0	N/A
Traffic Enforcement	11	3	266.7%	11	0.0%
Traffic Stop	204	185	10.3%	173	17.9%
Transport Accident B-Boy	2	0	N/A	0	N/A
Traumatic Injuries A-Adam	0	2	-100.0%	0	N/A
Traumatic Injuries B-Boy	0	0	N/A	1	-100.0%
Trespassing	1	2	-50.0%	1	0.0%
Truancy	0	0	N/A	2	-100.0%
Unconscious D-David	4	4	0.0%	1	300.0%
Unknown Odor Outdoors	0	0	N/A	1	-100.0%
Unlocked or Standing Open Door	10	3	233.3%	0	N/A
Vehicle Accident	17	14	21.4%	17	0.0%
Vehicle Lockout	8	3	166.7%	8	0.0%
Violation of Court Order	1	5	-80.0%	0	N/A
Wanted Person or Apprehension	4	1	300.0%	0	N/A
Weapon Violation	0	1	-100.0%	0	N/A
Welfare Check	47	34	38.2%	30	56.7%





# **Little Chute Public Library**

Gerard H. Van Hoof Memorial

## **Highlights**

- Genefication project almost complete
- Partnering with Bike Fed for promotion and education on the “Book-a-Bike” program
- Library staff attended OWLS Conference
- Business Incubator Space ready for rentals
- End of May will be packed with library tours and school visits to promote the Summer Library Program
- Market on Main Family Area Planning
- Donation of \$5,000 to the Friends of the Library
- Creating five-year plan for technology updates
- Staff training on technology platforms
- Staff attended webinar on equity in public libraries
- Summer Library Tech. position is filled
- Expanding social media platforms: added Tic Tok
- Received payments from OWLS for liaison services and inter-system reimbursement
- Katherine and Aubrey assisted with Election help for the Clerk’s Office
- Katherine assisted High School with Senior Presentation Evaluations
- Aubrey’s community outreach: Fox Cities Book Festival, President; Fox Cities Reads, Board Member, Friends of the Library, Treasure
- Katherine’s community outreach: Windmill, Board Member; LC Historical Society, Secretary; Winnefox Library System, President
- Katherine on vacation week of May 16th

## **Top Priorities**

- Summer Reading Program planning
  - Prize Ordering
  - Supply Ordering
- Building non-traditional checkout collection
- Bookstore organization model project
- Community collaborations for summer
- Continuing education and community involvement opportunities for staff

## **Upcoming Events**

- Evening Book Club

- To-go Crafts
- Storytime
- Craft Circle
- Tech Tuesday's
- Comic Club
- After School Games
- NERF War
- Teen Paint Pouring
- Cash Classes
- Author Party
- Abridged Book Club

**Library Event Participation Statistics:**

Craft Circle: 21

To-Go Crafts: 30

Children's Passive Programs: 140

Storytimes: 105

Book Clubs: 74

After School Game Day: 51

Comic Club: 5

FB Engagements: 384

Instagram Engagements: 96

Unboxing Views: 241

## Library Circulation Statistics:

	2022 Library Statistics from OWLS										
	JAN	(JAN 21)	FEB	(FEB 21)	MAR	(MAR 21)	APR	(APR 21)	MAY	JUNE	JULY
Physical Materials Circulation	7,961	1,704	7,633	3,123	8,630	3,323	10,362	3,209			
Physical Renewals	2,363	531	2,406	1,197	2,610	1,256	2,509	1,213			
Hoopla EBooks	151	92	156	98	178	104	170	97			
Hoopla Audiobooks	274	168	242	168	258	190	251	163			
Hoopla Binge Pass	8	NA	1	NA	2	NA	1	NA			
Hoopla Movies	15	13	26	4	14	13	13	18			
Hoopla Comics	13	14	9	8	13	14	14	6			
Hoopla Music	16	14	11	8	10	3	11	7			
Hoopla TV	14	6	16	8	26	0	9	0			
Overdrive E Book	700	407	605	716	735	642	653	601			
Overdrive Audiobook	620	676	581	420	606	479	634	430			
Overdrive Magazines	62	NA	47	7	76	25	48	27			
ILL Loaned	1,682	1,727	1,710	1,648	2,065	1,805	1,556	1,555			
ILL Borrowed	2,677	2,167	2,205	2,207	2,647	2,217	4,071	2,173			
Public Internet Use	271	0	273	0	303	0	302	0			
Wireless Logins	747	639	804	52	835	695	835	750			
Door Count	3,360	0	3,730	0	4,626	0	4,569	780			
Card Holders	5048				4550						
Library Volunteer Hours	53		51		50		50				



# FORESTRY DEPARTMENT

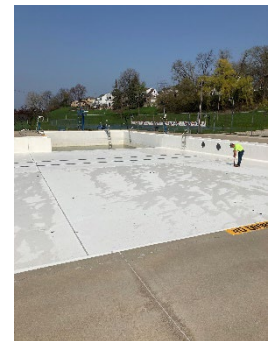
## HIGHLIGHTS

- Continued to set up vendors for the Village Market on Main Street.
- Finalized Pints on Plaza for board submission.
- Two part time staff have started mowing operations.
- Baseball fields prepped and graded for scheduled games.
- Soccer fields have been located, painted and nets were installed .
- Crews opened all park restrooms; daily cleaning of bathrooms scheduled.
- Pool preparations began.
- Gabe's Top It & Drop It started Ash Tree removals for park and terrace trees.
- Held Chute-ing Stars parent/dancer meeting & tryouts for the 2022-2023 dance team first week of April.
- Final prep work for Spring Archery Program which started Friday, April 8.
- Planning work and schedules completed for Men's Thursday Night Softball League at Doyle.
- Booked requested fields for practices & games for High School Soccer, High School Baseball, LC Diamond Club leagues, LC Blue Jays, and Ultimate Frisbee.
- Proclamations presented to Chute-ing Stars Dance Team and High School Dance Team at April 20 board meeting for their season accomplishments and state titles for the 2021-2022 season.
- Planning for required summer staff training – bloodborne pathogens & CPR/FirstAid/AED.
- Schedule buses for away games for jets football teams for this fall.
- The Village was awarded the APWA Wisconsin Project of the Year – Nelson Crossing.



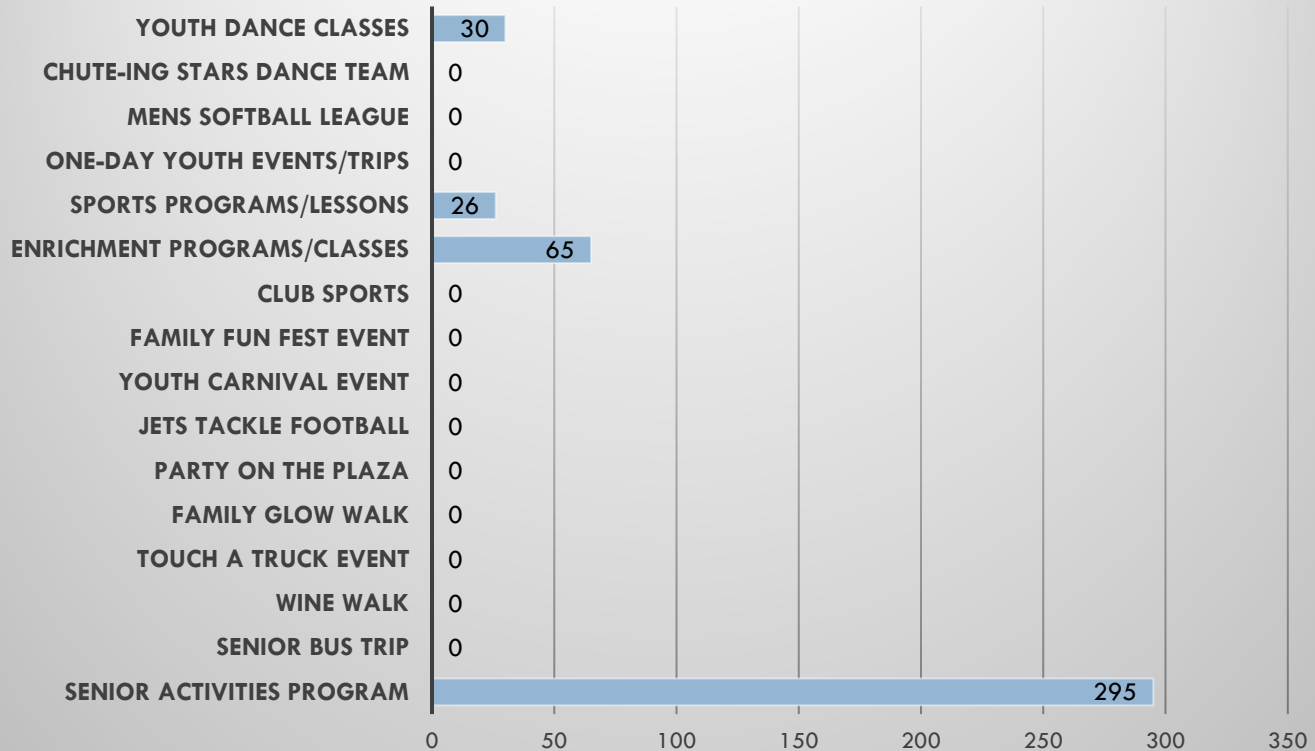
## TOP PRIORITIES FOR MAY

- Prep work to ball diamonds & soccer fields for scheduled games.
- Install portables on levy trail with cameras.
- Planning for Cheese Fest grounds setup.
- Planning for swim lesson signup, concession stand items, & pool opening.
- Prep pool for fill and operation by May 20.
- Install 5 Memorial Benches.
- Continue invasive species removal in Heesakker with Correctional Staff.
- Install Kayak Launch and Renting unit.
- Grind stumps and backfilling.
- Training of summer parks staff.
- Final prep for Arbor Day observance planting with LC Elementary School kids & teachers on May 3.
- Final prep for first night of Men's Softball League games at Doyle on Thursday, May 5.
- Final prep for Youth Dance Revue on Sunday, May 15.
- Assist LC Diamond Club with schedule planning for youth cub, tee & coed baseball/softball programs.
- Final prep for Home Alone Sitter Class on Saturday, May 21.
- Planning for Summer All Staff Training & Meeting on Sunday, May 22 afternoon.
- Planning for start of summer recreation programs in June.

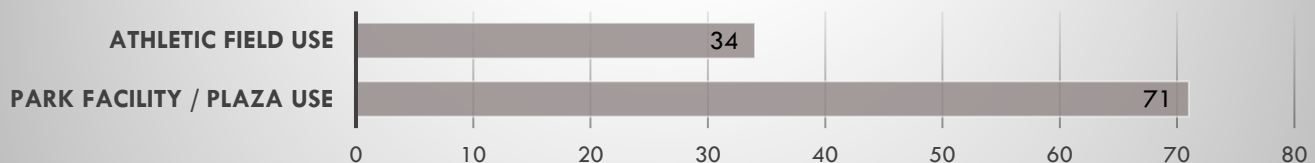


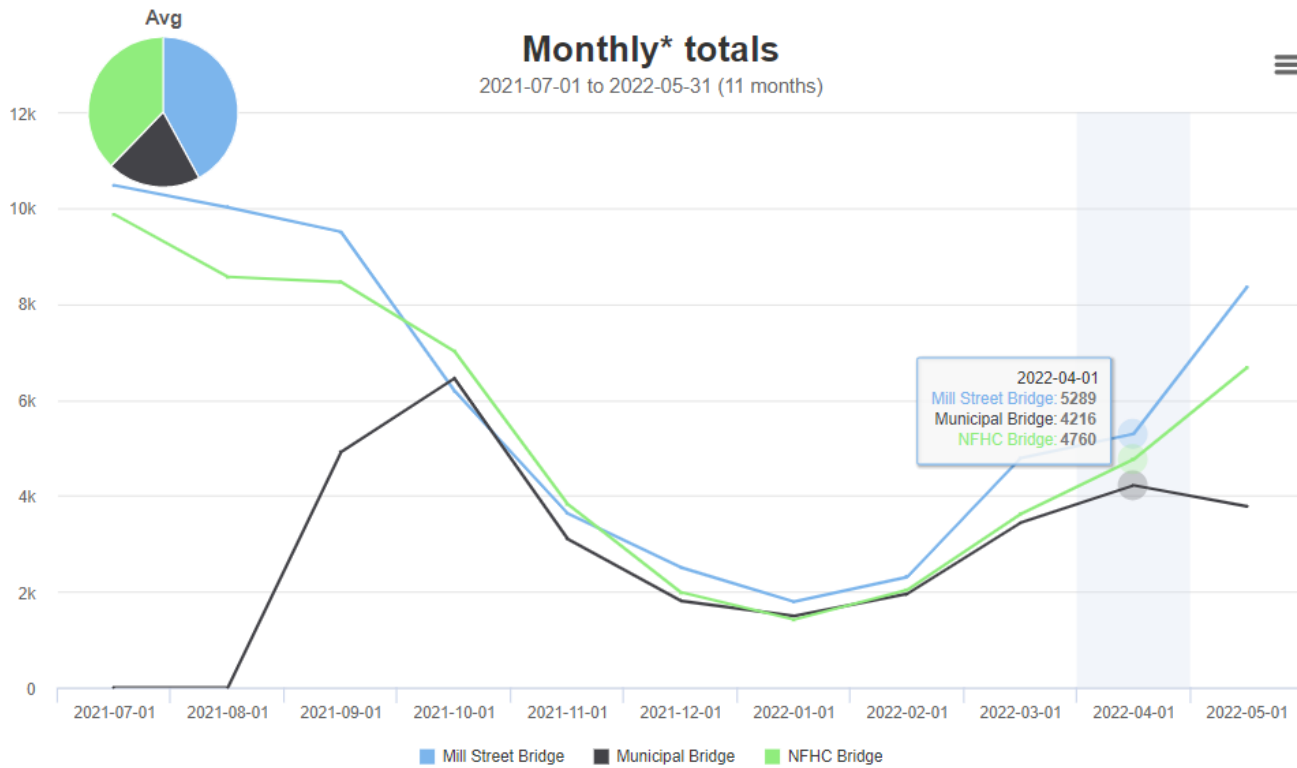
- Planning for Jets Football registration packet availability as well as planning for the coach/player/parent meeting on Sunday, May 22 evening.
- Planning meeting with jets football trainer & dept staff to discuss baseline testing, equipment, forms.
- Finalize contracts for officials for jets football games this fall & start ordering supplies for fall football.

## 2022 Year-To-Date PROGRAM PARTICIPATION



## 2022 Year-To-Date SHELTER/FACILITY/FIELD USAGE





Month	Mill Street Bridge	Municipal Bridge	NFHC Bridge
7/1/2021	10470.25	0	9861.875
8/1/2021	10014	0	8564
9/1/2021	9502	4913	8456
10/1/2021	6187	6447	7013
11/1/2021	3629	3099	3829
12/1/2021	2504	1807	1986
1/1/2022	1790	1493	1418
2/1/2022	2305	1955	2037
3/1/2022	4785	3437	3619
4/1/2022	5289	4216	4760
5/1/2022	8349.3333	3778.5556	6671.8889

Running Total		
Mill Street Bridge	Municipal Bridge	NFHC Bridge
48707	27367	44227

# Department of Public Works

## Monthly Report – April 2022

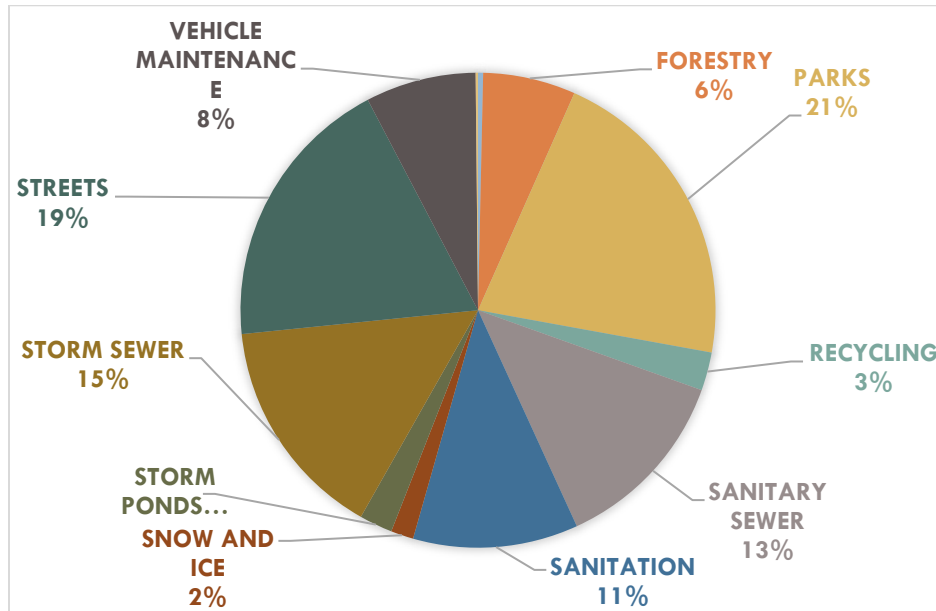
### Highlights

- Continued to monitor TDS fiber mainline conduit installation.
- Replaced batteries, maintained, and read laser meters in sanitary sewer system.
- Monitored erosion control and storm water permits.
- Consultant continued to work on the Geographical Information System (GIS) data conversion.
- 43,184 feet on mainline sanitary sewer was jetted.
- Street sweepers were sent out weekly.
- The yard waste site opened April 1<sup>st</sup>. Lots of activity at the site. As of the end of April 490 residents renewed their yard waste card for the season.
- Street sign inventory took place and started to replace damaged / faded signs.
- Spring weight limits limit signs were removed.
- Residential tire collection took place.
- End of monthly bulky, white goods and extra bagged refuse was competed.
- Mainline sanitary sewer inspections with the new sanitary sewer camera began.

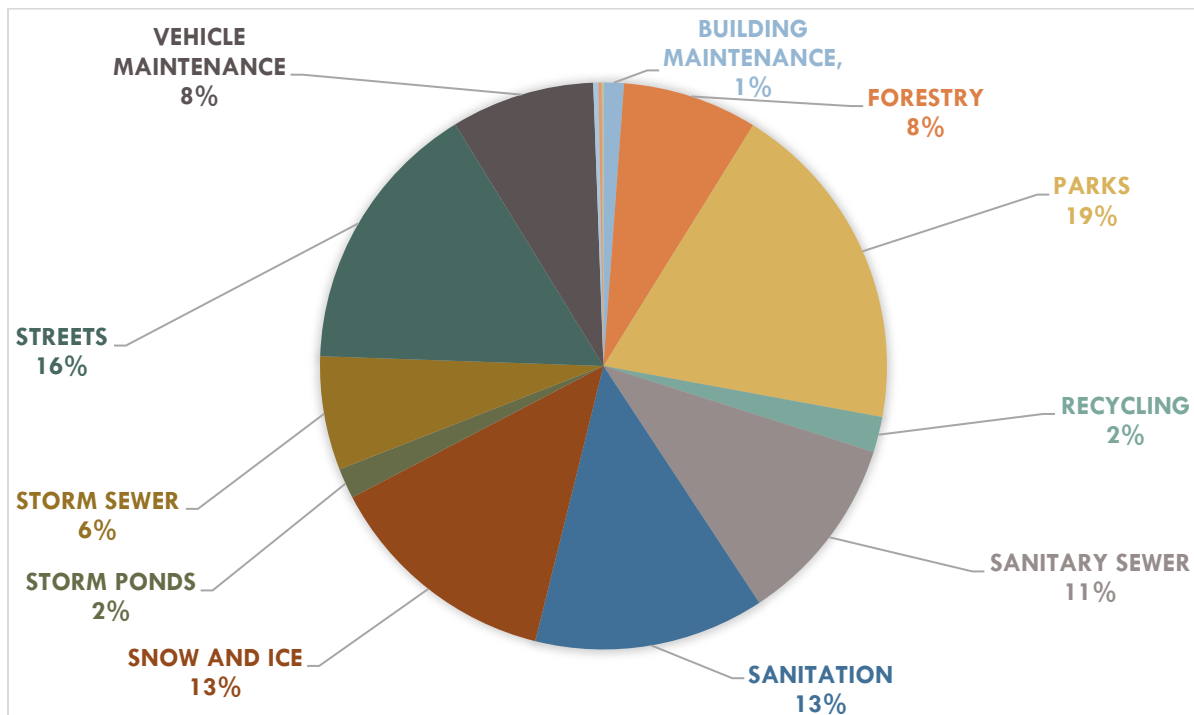
### Top Priorities for May 2022

- .
- Equipment specs for 2022, 2023 and 2024 are being updated.
- Continued to monitor TDS fiber conduit installation. Installation of the fiber conduit is coming to an end. Individual service drops to properties will begin. Project lawn/terrace grading and seeding is still needed throughout the Village.
- Employees continue to look for I&I in the sanitary collection system, some repair work has been done.
- Start crack sealing throughout the Village.

## April 2022 Department of Public Works & Parks Department Hours Worked (Includes Full & Part-time Hours)



## Year to Date Department of Public Works & Parks Department Hours Worked (Includes Full & Part-time Hours)



# Engineering Department

## Monthly Report – April 2022

In the month of April, the utilities listed below were installed with the removals also identified.

April 2022 - Utility Installation and Abandonments			
Village of Little Chute - Vandenbroek Pond Construction			
WATER MAIN	Units	Installed	Abandoned/Removed
6" PVC Water Main	L.F.	29.0	18.0
SANITARY SEWER	Units	Installed	Abandoned/Removed
None		None	
STORM SEWER	Units	Installed	Abandoned/Removed
15" RCP Storm Sewer Main	L.F.	6.7	345.0
30" RCP Storm Sewer Main	L.F.	43.5	
34" x 53" RCP Storm Sewer Main	L.F.	44.0	
42" RCP Storm Sewer Main	L.F.	35.8	
54" RCP Storm Sewer Main	L.F.	28.0	
8' x 8' - Storm Box Manhole	EA	1.0	
6' Diameter - Storm Manhole	EA	1.0	
2' X 3' Standard Inlet	EA		1.0

**Pine Street Parking Lot and Pedestrian Mall** – Redesign is complete, our focus for this project was to install new sanitary and storm sewers. The water main will have only minor changes. The parking lot improvements were initiated for vehicle and pedestrian safety. The new design is intended to be an interim phase with future improvements anticipated.

**Pheasant Run Storm Sewer** – After an on-site meeting, the WDNR has determined that a stream enclosure is not in the best interest of the public and they would prefer that a stream restoration be provided. Due to the amount of slope, a natural stream would be susceptible to erosion and would be a liability to the Village as in the past and not a recommended choice of storm water conveyance.

**Rail Road Quiet Zone** – Contractor is work on receiving railroad permits. The Contractor would like to begin this project as soon as the permit is received.

### **Top Priorities for May 2022**

**Pine Street Parking Lot and Pedestrian Mall** – A Public Informational Meeting is scheduled for May 11, 2022 to discuss the interim design for this project.

**Main Street (bypass and turning lane extensions)** – The Contractor would like to begin this work in early summer after Cheese Fest.

**Main Street Crosswalks** – The Contractor would like to begin this work in early summer after Cheese Fest.

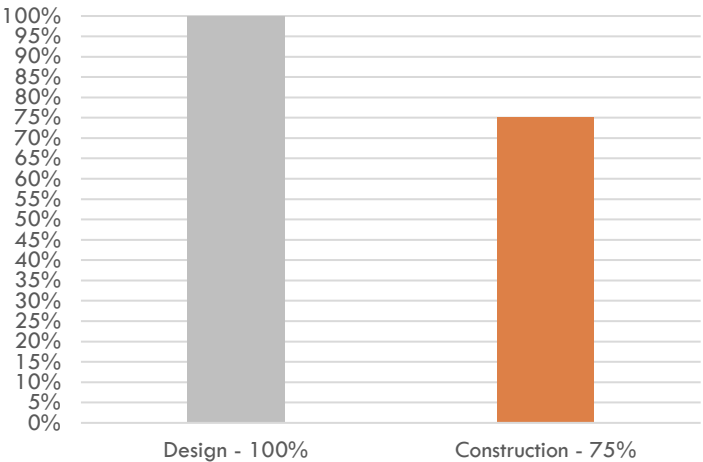
**CTH 00 Water Main (Bohm to Joyce)** – The anticipated start date for this project is early fall.

**CTH 00 Sanitary Sewer Lining (Lamers to Bohm)** – The anticipated start date for this project is also early fall.

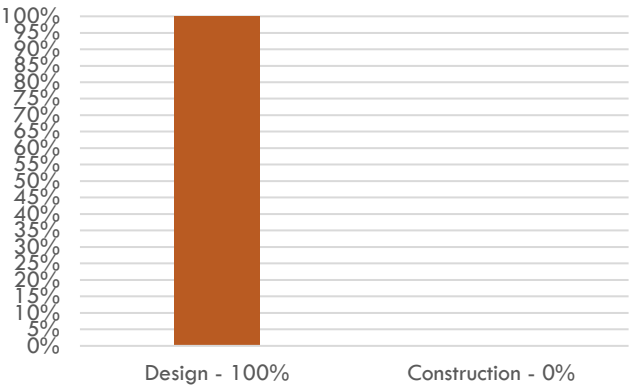
**Cherryvale Avenue Concrete Paving Project** – This project is ready for construction but is dependent on the Contractor's schedule.

**Vandenbroek Pond Construction** – This project is anticipated to be completed by the end of May. Engineering staff will prepare documents in June to receive the WDNR grant previously awarded for this project.

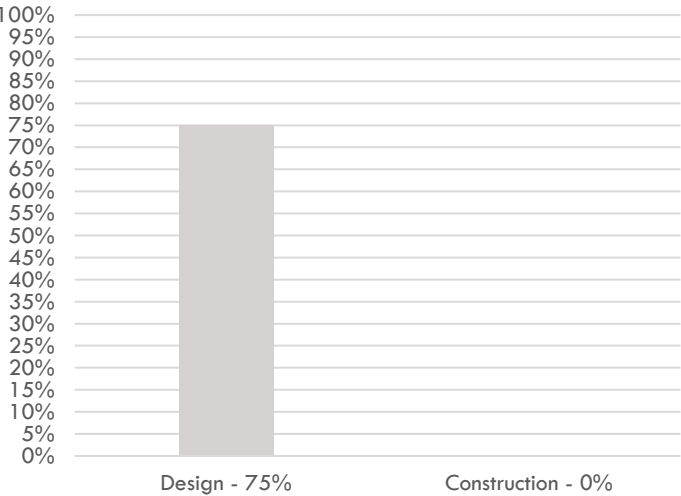
Vandenbroek Pond



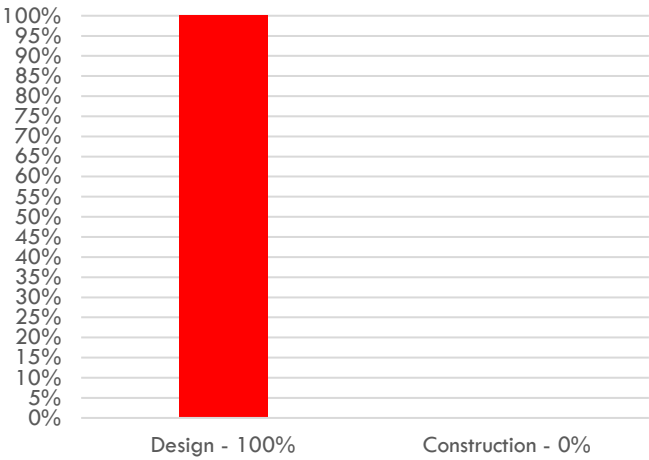
CTH OO Water Main & San.  
Sewer (Bohm - Joyce) & (Lamers -  
Bohm)



Pine Street Parking / Ped Mall



Main Street - Turn Lanes &  
Crosswalks





## **MINUTES OF THE REGULAR BOARD MEETING OF MAY 4, 2022**

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

### **Pledge Allegiance to the Flag**

President Vanden Berg led members in the reciting of the Pledge of Allegiance.

### **Roll call of Trustees**

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

### **Roll call of Officers and Department Heads**

PRESENT: Beau Bernhoft, Administrator  
Kent Taylor, Director of Public Works  
Lisa Remiker-DeWall, Finance Director  
John McDonald, Dir. Of Parks, Rec and Forestry  
Dave Kittel, Community Development Director  
Laurie Decker, Village Clerk  
Chris Murawski, Village Engineer  
Katherine Freund, LC Library Director  
Laurie Decker, Village Clerk  
Tyler Claringbole, Village Attorney

EXCUSED: Dan Meister, Fox Valley Metro Police Chief

### **Public Appearance for Items Not on the Agenda**

### **Consent Agenda**

*Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items may be removed at the request of any Board Member or member of the public. Any removed items will be considered immediately following the motion to approve the other items.*

1. Minutes of the Regular Board Meeting of April 20, 2022
2. Minutes of the Committee of the Whole Meeting of April 27, 2022
3. Memorial Day Special Event Permit
4. Disbursement List

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

Ayes 7, Nays 0 – Motion Carried

### **Department and Officers Progress Reports**

Departments and Officers supplied progress reports to the Board

### **Discussion – Pine Street Plan**

Village Administrator Bernhoft presented the plans for the Pine Street Pedestrian Mall project for review. A discussion around the plans and project dates followed. The Board asked Staff to come up with a minimalistic

version, Staff is looking at this as a Phase I approach to the project. A modified version of the plan with additional maps will be presented to the Board at the next Committee of the Whole Meeting.

**Discussion/Action—Appleton Dedication of lot “Lot 6” on Gardenia Drive to Village**

Village Administrator Bernhoft presented the dedication of “Lot 6” which directly next to our out lot. Trustee Van Deurzen inquired about the property owner this would affect. Administrator Bernhoft explained the property owner has been contacted and is in favor of the purchase and aware of any costs/taxes associated with it. Trustee Elrick asked what the benefit to us is to accept this parcel, could it be a buildable lot. Administrator Bernhoft stated there are wetlands on the lot, staff is still making plans on what could be done, no plans are in place yet. It could potentially be a buildable lot. Director Murawski stated he believes it could become a buildable lot. Trustee Elrick further asked about the known wetlands on the parcel. A discussion was held in regard to the wetlands and potential to make this a buildable lot as well as look at other options and potential use for the land.

*Moved by Trustee B. Van Lankveldt, seconded by Trustee Van Deurzen to accept the land deduction from Appleton.*

Ayes 6, Nays 1 – Elrick – Motion Carried

**Discussion—State and Local Fiscal Recovery Funds (ARPA) Report**

Director Remiker-DeWall presented the ARPA Report, and explained the funds need to be spent by 2024 and should not be used for operating costs more capital one-time expenses.

**Call for Unfinished Business**

Potential site visit to Pine Street before the Committee of the Whole Meeting on May 11

**Items for Future Agenda**

**Adjournment**

*Moved by Trustee Van Deurzen, seconded by Trustee Elrick to Adjourn the Regular Board Meeting at 6:50 p.m.*

Ayes 7, Nays 0 – Motion Carried

**VILLAGE OF LITTLE CHUTE**

By: \_\_\_\_\_  
Michael R. Vanden Berg, Village President

Attest: \_\_\_\_\_  
Laurie Decker, Village Clerk

## MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF MAY 11, 2022

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

### Roll call of Trustees

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

### Roll call of Officers and Department Heads

PRESENT: David Kittel, Community Development Director  
Beau Bernhoft, Interim Village Administrator  
Lisa Remiker-Dewall, Finance Director  
Chris Murawski, Village Engineer  
Kent Taylor, Director of Public Works  
John McDonald, Director of Parks, Rec and Forestry

### Public Appearance for Items Not on the Agenda

None

### Discussion—Pine Street

Administrator Bernhoft presented the updates to the Pine Street project that addresses the immediate concerns to the area. Public informational sessions were held earlier in the day for any concerned community members as well as an on-site walk-through to answer questions. Director Kittel did reach out to business owners, the majority of their comments were in regard to access points of the back parking lot. There is a business owner opposed to the overall project. A discussion about the plan and feedback from Board Members and the Community ensued. A modified version of the plan will be presented at the next board meeting for a final decision.

### Call for Unfinished Business

None

### Items for Future Agenda

Pine Street Discussion

### Adjournment

*Moved by Trustee Van Deurzen, seconded by Trustee B Van Lankveldt to Adjourn the Committee of the Whole meeting at 6:26 p.m*

Ayes 7, Nays 0 – Motion Carried

## VILLAGE OF LITTLE CHUTE

By: \_\_\_\_\_  
Michael R. Vanden Berg, Village President

Attest: \_\_\_\_\_  
Laurie Decker, Village Clerk

## DISBURSEMENT LIST May 18, 2022

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Payroll & Payroll Liabilities - May 12, 2022	\$229,209.40
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Prepaid Invoices - May 6, 2022	\$36,252.40
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Prepaid Invoices - May 13, 2022	\$32,535.31
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Utility Commission- May 17, 2022	\$431,570.15
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### **CURRENT ITEMS**

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Bills List - May 18, 2022	\$65,688.37
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<b>Total Payroll, Prepaid &amp; Invoices</b>	<b>\$795,255.63</b>
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The above payments are recommended for approval:

Rejected: \_\_\_\_\_

\_\_\_\_\_

Approved May 18, 2022

\_\_\_\_\_  
Michael R Vanden Berg, Village President

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Laurie Decker, Clerk

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
2022 REFUNDS - MISCELLANEOUS (5318)							
050522	Invoi	REFUND FOR LOST/DAMAGED BOOK	10.00	Open	Non	05/22	206-55110-238
050522-1	Invoi	REFUND FOR LOST/DAMAGED BOOK	4.00	Open	Non	05/22	206-55110-238
Total 2022 REFUNDS - MISCELLANEOUS (5318):			14.00				
AMERICAN FIDELITY ASSURANCE (4885)							
6049679	Invoi	FLEX SPENDING APRIL	1,665.73	Open	Non	04/22	101-21368
6050183	Invoi	FLEX SPENDING APRIL	1,665.73	Open	Non	04/22	101-21368
D452370	Invoi	MAY BILLING	1,902.90	Open	Non	05/22	101-21367
Total AMERICAN FIDELITY ASSURANCE (4885):			5,234.36				
AMPLITEL TECHNOLOGIES (4637)							
19465	Invoi	DESKTOP REPLACEMENTS	3,908.03	Open	Non	04/22	207-52120-221
19474	Invoi	BATTERY BACKUP REPLACEMENT	347.49	Open	Non	04/22	207-52120-240
19539	Invoi	MONTHLY MANAGED SERVICES & BACK-UP-MAY	3,055.00	Open	Non	05/22	404-57190-204
19539	Invoi	ANTIVIRUS,OFFICE 365,EXCHANGE ONLINE,DUO-	1,372.40	Open	Non	05/22	404-57190-208
Total AMPLITEL TECHNOLOGIES (4637):			8,682.92				
AXLEY BRYNELSON LLP (5230)							
881267	Invoi	LEGAL SERVICES	368.50	Open	Atto	04/22	101-51110-262
Total AXLEY BRYNELSON LLP (5230):			368.50				
AXON ENTERPRISE INC. (555)							
50833	Invoi	WEARABLE VIDEO REPLACEMENT UNIT	633.00	Open	Non	04/22	207-52120-205
60675	Invoi	ACCESS LICENSE SQUAD 122	152.73	Open	Non	04/22	207-52120-204
60675	Invoi	AXON 2 CAMERA FLEET SOLUTION SQUAD 122	1,932.57	Open	Non	04/22	207-52120-303
62280	Invoi	MOUNT FOR AXON-SQUAD 122	31.30	Open	Non	04/22	207-52120-303
Total AXON ENTERPRISE INC. (555):			2,749.60				
BAKER & TAYLOR (5194)							
2036636384	Invoi	BOOKS	20.41	Open	Non	04/22	206-55110-206
2036636385	Invoi	BOOKS	14.31	Open	Non	04/22	206-55110-206
2036636386	Invoi	BOOKS	292.63	Open	Non	04/22	206-55110-206
2036653913	Invoi	BOOKS	38.37	Open	Non	04/22	206-55110-206
2036653914	Invoi	BOOKS	40.81	Open	Non	04/22	206-55110-206
2036653915	Invoi	BOOKS	444.40	Open	Non	04/22	206-55110-206
2036670954	Invoi	BOOKS	39.31	Open	Non	04/22	206-55110-206
2036670955	Invoi	BOOKS	407.62	Open	Non	04/22	206-55110-206
2036695236	Invoi	BOOKS	94.91	Open	Non	04/22	206-55110-206
2036695237	Invoi	BOOKS	280.67	Open	Non	04/22	206-55110-206
Total BAKER & TAYLOR (5194):			1,673.44				
CELLCOM (4683)							
251279	Invoi	FVMPD CELL - APRIL	1,224.02	Open	Non	04/22	207-52120-203
Total CELLCOM (4683):			1,224.02				
DAMAGE PREVENTION SERVICES (4068)							
3781	Invoi	APRIL LOCATES	341.00	Open	Non	04/22	610-53612-209
3781	Invoi	APRIL LOCATES	990.00	Open	Non	04/22	620-53644-209
3781	Invoi	APRIL LOCATES	594.00	Open	Non	04/22	630-53442-209

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
3781	Invoi	APRIL LOCATES	33.00	Open	Non	04/22	101-53300-209
Total DAMAGE PREVENTION SERVICES (4068):			1,958.00				
DELTA DENTAL OF WISCONSIN (33)							
1764137	Invoi	MAY DENTAL	6,545.37	Open	Non	04/22	101-21345
1764137	Invoi	MAY VISION	444.57	Open	Non	04/22	101-21366
Total DELTA DENTAL OF WISCONSIN (33):			6,989.94				
EHLERS INVESTMENT PARTNERS LLC (1425)							
APRIL 2022	Invoi	APRIL INVESTMENT MANAGEMENT	220.09	Open	Non	04/22	610-53614-229
APRIL 2022	Invoi	APRIL INVESTMENT MANAGEMENT	110.05	Open	Non	04/22	620-53924-229
APRIL 2022	Invoi	APRIL INVESTMENT MANAGEMENT	396.16	Open	Non	04/22	630-53444-229
APRIL 2022	Invoi	APRIL INVESTMENT MANAGEMENT	165.07	Open	Non	04/22	300-57331-229
APRIL 2022	Invoi	APRIL INVESTMENT MANAGEMENT	209.07	Open	Non	04/22	101-51780-229
Total EHLERS INVESTMENT PARTNERS LLC (1425):			1,100.44				
EMERGENCY COMMUNICATION SYSTEMS INC (5096)							
3534	Invoi	ANNUAL SIREN MAINTENANCE	417.00	Open	Non	04/22	101-51650-243
Total EMERGENCY COMMUNICATION SYSTEMS INC (5096):			417.00				
KERRY'S VROOM SERVICE INC (2013)							
9786	Invoi	REMOVE & INSTALL BRAKE PADS & ROTORS - U	525.17	Open	Non	04/22	207-52120-247
9792	Invoi	REMOVE & INSTALL BRAKE PADS & ROTORS - U	454.18	Open	Non	04/22	207-52120-247
Total KERRY'S VROOM SERVICE INC (2013):			979.35				
KLINK HYDRAULICS LLC (5005)							
22037	Invoi	PARTS FOR THE STREET SWEEPER #81	38.73	Open	Non	04/22	101-53330-225
Total KLINK HYDRAULICS LLC (5005):			38.73				
LEAGUE OF WI MUNICIPALITIES (653)							
84133	Invoi	LEAF COLLECTION STUDY 2020-2023	1,000.00	Open	Non	04/22	630-53444-204
Total LEAGUE OF WI MUNICIPALITIES (653):			1,000.00				
MAGAZINE SUBSCRIPTIONS (5282)							
050422	Invoi	MAGAZINE SUBSCRIPTION	20.00	Open	Non	05/22	206-55110-207
050522	Invoi	MAGAZINE SUBSCRIPTION	10.00	Open	Non	05/22	206-55110-207
050622	Invoi	MAGAZINE SUBSCRIPTION	29.95	Open	Non	05/22	206-55110-207
1702013127	Invoi	MAGAZINE SUBSCRIPTION	10.00	Open	Non	05/22	206-55110-207
6166592698	Invoi	MAGAZINE SUBSCRIPTION	39.00	Open	Non	05/22	206-55110-207
Total MAGAZINE SUBSCRIPTIONS (5282):			108.95				
MARCO INC (3910)							
31485409	Invoi	MONTHLY COPIER LEASE-1493357-APRIL 2022	313.37	Open	Non	04/22	207-52120-207
Total MARCO INC (3910):			313.37				
MEMORIES ANTIQUE MALL AND AUCTION HOUSE (5227)							
109	Invoi	MOVIES	96.80	Open	Non	04/22	206-55110-210

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Total MEMORIES ANTIQUE MALL AND AUCTION HOUSE (5227):			96.80				
STONERIDGE LITTLE CHUTE LLC (4903)							
21061220809	Invoi	FOOD	34.26	Open	Non	04/22	101-51960-211
23013271517	Invoi	FOOD	30.84	Open	Non	04/22	101-51960-211
Total STONERIDGE LITTLE CHUTE LLC (4903):			65.10				
TIME WARNER CABLE (89)							
04/22 83897	Invoi	APRIL/MAY SERVICE	60.86	Open	Non	04/22	101-52200-203
04/22 96253	Invoi	APRIL/MAY SERVICE	144.34	Open	Non	04/22	101-52200-208
Total TIME WARNER CABLE (89):			205.20				
T-MOBILE (5286)							
975459487	04/22 Invoi	INTERNET HOT SPOTS	29.40	Open	Non	04/22	206-55110-209
Total T-MOBILE (5286):			29.40				
TRILOGY CONSULTING LLC (5323)							
1332	Invoi	WASTEWATER RATE STUDY	1,292.50	Open	Non	04/22	610-53614-204
Total TRILOGY CONSULTING LLC (5323):			1,292.50				
VALLEY LIQUOR (1239)							
20449	Invoi	BEVERAGE SUPPLIES	26.00	Open	Non	04/22	101-52200-211
21211	Invoi	BEVERAGES AND SUPPLIES	175.94	Open	Non	04/22	101-52200-211
22298	Invoi	BEVERAGES AND SUPPLIES	175.94	Open	Non	04/22	101-52200-211
22371	Invoi	BEVERAGE SUPPLIES	23.96	Open	Non	04/22	101-52200-211
23255	Invoi	BEVERAGES AND SUPPLIES	175.94	Open	Non	04/22	101-52200-211
Total VALLEY LIQUOR (1239):			577.78				
VFIS (2923)							
105998126	Invoi	2022 CONTRIBUTION LOSAP-#31007903-22	1,133.00	Open	Non	05/22	101-52200-104
Total VFIS (2923):			1,133.00				
Grand Totals:			36,252.40				

## Report GL Period Summary

Vendor number hash: 188284  
Vendor number hash - split: 211413  
Total number of invoices: 50  
Total number of transactions: 60

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	36,252.40	36,252.40
Grand Totals:	36,252.40	36,252.40

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Total :			.00				
Grand Totals:			.00				

Report GL Period Summary

Vendor number hash:	0
Vendor number hash - split:	0
Total number of invoices:	0
Total number of transactions:	0

Terms Description	Invoice Amount	Net Invoice Amount
Grand Totals:	.00	.00



## Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
<b>AIRGAS USA LLC</b>				
9987776411	CYLINDER RENTALS	94.22	05/22	101-53330-218
Total AIRGAS USA LLC:		94.22		
<b>AL HARDWARE COMPANY</b>				
274587-312001	US FLAG	28.99	05/22	101-52200-218
274602-325003	QUICKCONNECT PLUG	5.58	05/22	620-53634-255
274608-312001	PARTS FOR BBQ GRILL	72.93	05/22	101-52200-218
274772-325003	PVC PIPE	10.98	05/22	620-53624-255
274793-325003	LATEX GLOVES	8.17	05/22	620-53644-218
275012-312001	PAPER TOWELS	12.99	05/22	101-52200-218
Total AL HARDWARE COMPANY:		139.64		
<b>APPLE BOOKS LLC</b>				
114264	BOOKS	1,874.03	05/22	206-55110-206
Total APPLE BOOKS LLC:		1,874.03		
<b>ASCENSION HEALTH SYSTEM</b>				
042822	ADULT & SENIOR YOGA INSTRUCTOR MAR/APR	800.00	05/22	208-52900-204
Total ASCENSION HEALTH SYSTEM:		800.00		
<b>ASCENSION MEDICAL GROUP-FOX VALLEY WI</b>				
403159	PRE-EMPLOYMENT PHYSICAL & DRUG SCREEN	249.00	05/22	101-53310-213
Total ASCENSION MEDICAL GROUP-FOX VALLEY WI:		249.00		
<b>ASSOCIATED APPRAISAL CONSULTANTS</b>				
162118	PROFESSIONAL SERVICES-MAY	2,008.33	05/22	101-51530-204
Total ASSOCIATED APPRAISAL CONSULTANTS:		2,008.33		
<b>AT&amp;T LONG DISTANCE</b>				
05/22 845626857	MAR/APR CHARGES	.26	05/22	101-51650-203
05/22 845626857	MAR/APR CHARGES	.42	05/22	206-55110-203
05/22 845626857	MAR/APR CHARGES	1.77	05/22	207-52120-203
Total AT&T LONG DISTANCE:		2.45		
<b>AUTOMOTIVE SUPPLY CO</b>				
60933379	FILTER FOR #27	9.79	04/22	101-53330-225
60933379	FILTERS FOR STOCK	9.80	04/22	101-53330-218
60933590	BATTERY #37	43.40	04/22	101-53330-225
Total AUTOMOTIVE SUPPLY CO:		62.99		
<b>BAKER &amp; TAYLOR</b>				
2036724352	BOOKS	15.87	05/22	206-55110-206
2036724353	BOOKS	40.56	05/22	206-55110-206
2036724354	BOOKS	182.53	05/22	206-55110-206
2036729403	BOOKS	100.08	05/22	206-55110-206

Invoice	Description	Total Cost	Period	GL Account
2036729404	BOOKS	40.35	05/22	206-55110-206
2036729405	BOOKS	15.86	05/22	206-55110-206
Total BAKER & TAYLOR:		395.25		
BRAINSTORM LIBRARY				
105530	BOOKS	19.95	05/22	206-55110-206
Total BRAINSTORM LIBRARY:		19.95		
BROCKMAN, LUKE				
05/22 REIMBURSE	REIMBURSE FOR SUPPLIES	80.45	05/22	101-52200-221
Total BROCKMAN, LUKE:		80.45		
BUMAN, MARK				
04/30/22	SECURITY DEPOSIT REFUND	100.00	05/22	208-21235
Total BUMAN, MARK:		100.00		
CARRICO AQUATIC RESOURCES INC				
20222193	SUMMER WATER MGMT AGREEMENT 2022-PYMT	3,175.00	05/22	204-55420-225
Total CARRICO AQUATIC RESOURCES INC:		3,175.00		
CENTER VALLEY ELECTRIC LLC				
675	INSTALLED NEW LIGHTS	691.55	05/22	207-52120-242
Total CENTER VALLEY ELECTRIC LLC:		691.55		
CITY OF APPLETON				
9197	APRIL 2022 TRANSIT	7,412.00	04/22	101-51780-233
9247	MAY WEIGHTS & MEASURES	594.75	05/22	101-52050-204
Total CITY OF APPLETON:		8,006.75		
CLOUDPERMIT INC				
1041	CLOUDPERMIT ANNUAL SUBSCRIPTION	15,500.00	05/22	101-52050-204
Total CLOUDPERMIT INC:		15,500.00		
CONWAY SHIELD				
491164	BLACKINTON BADGE NICKEL	122.00	05/22	101-52200-219
Total CONWAY SHIELD:		122.00		
FERGUSON WATERWORKS LLC #1476				
358696	PVC PIPE	74.96	05/22	630-53442-251
358800	PLASTIC COUPLINGS	155.00	05/22	630-53442-251
Total FERGUSON WATERWORKS LLC #1476:		229.96		
FP FINANCE PROGRAM				
31617447	AGREEMENT 016-1584121 POSTBASE VISION-PO	140.00	05/22	101-51650-226
Total FP FINANCE PROGRAM:		140.00		

Invoice	Description	Total Cost	Period	GL Account
<b>HAUCKE, SANDRA</b>				
050422-1	REFUND FEE FOR YOGA CLASS	40.00	05/22	208-34413
Total HAUCKE, SANDRA:		40.00		
<b>HORST DISTRIBUTING INC</b>				
96072	LEVELING SCREEN	720.00	05/22	101-55200-247
96146-000	PARTS TO REPLACE BEARINGS #206	139.56	04/22	101-53330-225
96146-001	PARTS TO REPLACE BEARINGS #206	157.61	04/22	101-53330-225
Total HORST DISTRIBUTING INC:		1,017.17		
<b>JX ENTERPRISES INC</b>				
2417351S	PREVENTATIVE MAINTENANCE #29	707.66	04/22	101-53330-204
2417399S	MAINTENANCE #6	2,834.29	05/22	101-53330-204
Total JX ENTERPRISES INC:		3,541.95		
<b>KEENEY, DUSTIN</b>				
050222	REFUND ON COURT FINE	85.00	05/22	101-35101
Total KEENEY, DUSTIN:		85.00		
<b>LEXISNEXIS RISK DATA MANAGEMENT INC</b>				
1686177-20220430	APRIL 2022 MINIMUM COMMITMENT	106.09	05/22	101-51680-204
Total LEXISNEXIS RISK DATA MANAGEMENT INC:		106.09		
<b>MARCO INC</b>				
31554849	COPIER @ MSB BUILDING	56.12	05/22	101-53310-207
31554849	1ST FLOOR COPIER @ VH	107.77	05/22	101-51650-207
31554849	2ND FLOOR COPIER @ VH	87.76	05/22	101-51650-207
31554849	3RD FLOOR COPIER @ VH	51.26	05/22	101-51650-207
Total MARCO INC:		302.91		
<b>MCC INC</b>				
295845	DENSE CRUSHER RUN	93.19	05/22	101-55200-216
295845	DENSE CRUSHER RUN	245.87	05/22	101-53300-216
Total MCC INC:		339.06		
<b>MCMAHON, COLLEEN</b>				
050122	RESTITUTION COLLECTED ON YOUR BEHALF	234.03	05/22	101-35101
Total MCMAHON, COLLEEN:		234.03		
<b>MENARDS - APPLETON EAST</b>				
18802	LUMBER	238.90	05/22	101-55200-216
Total MENARDS - APPLETON EAST:		238.90		
<b>MGD INDUSTRIAL CORP</b>				
204294	PARTS FOR STOCK	80.42	05/22	101-53330-218
Total MGD INDUSTRIAL CORP:		80.42		

Invoice	Description	Total Cost	Period	GL Account
<b>MIDWEST TAPE</b>				
502049279	DIGITAL BOOKS	925.67	05/22	206-55110-208
Total MIDWEST TAPE:		925.67		
<b>MULRY, BECKY</b>				
HEESAKKER 06/26	REFUND RENTAL FEE	60.00	05/22	101-34401
HEESAKKER 06/26	SECURITY DEPOSIT REFUND	20.00	05/22	101-21235
Total MULRY, BECKY:		80.00		
<b>NEWS PUBLISHING CO INC</b>				
BE64913	LIBRARY AD	50.00	04/22	206-55110-225
Total NEWS PUBLISHING CO INC:		50.00		
<b>OUTAGAMIE COUNTY TREASURER</b>				
1019367	APRIL FUEL BILL	27.07	05/22	630-53441-247
1019367	APRIL FUEL BILL	690.38	05/22	630-53442-247
1019367	APRIL FUEL BILL	3,870.09	05/22	201-53620-247
1019367	APRIL FUEL BILL	293.82	05/22	101-55200-247
1019367	APRIL FUEL BILL	1,728.10	05/22	101-55440-247
1019367	APRIL FUEL BILL	44.33	05/22	101-55300-247
1019367	APRIL FUEL BILL	438.89	05/22	101-52200-247
1019367	APRIL FUEL BILL	581.21	05/22	610-53612-247
1019367	APRIL FUEL BILL	560.16	05/22	620-53644-247
1019367	APRIL FUEL BILL	4.52	05/22	206-55110-247
1019367	APRIL FUEL BILL	1,367.77	05/22	101-53330-217
APRIL 2022	APRIL COURT FINES	842.52	04/22	101-35101
Total OUTAGAMIE COUNTY TREASURER:		10,448.86		
<b>PACKER CITY INTL TRUCKS INC</b>				
R103024567:01	EXHAUST REPAIR #11	2,146.38	05/22	101-53330-204
Total PACKER CITY INTL TRUCKS INC:		2,146.38		
<b>PREFORM CONCRETE LLC</b>				
44468	RISER RINGS	207.38	05/22	610-53612-251
44468	RISER RINGS	207.38	05/22	630-53442-251
Total PREFORM CONCRETE LLC:		414.76		
<b>PSYCHOLOGIE CLINIQUE S.C.</b>				
042722	PSYCHOLOGICAL EVALUATION	540.00	05/22	207-52120-225
Total PSYCHOLOGIE CLINIQUE S.C.:		540.00		
<b>R.N.O.W. INC</b>				
2022-62613	MISC PARTS #81	126.26	04/22	101-53330-225
2022-62627	LEVEL SWITCH #81	108.75	04/22	101-53330-225
Total R.N.O.W. INC:		235.01		
<b>RIESTERER &amp; SCHNELL INC</b>				
2184974	CAP SCREW/SPINDLE #27	230.18	05/22	101-53330-225

Invoice	Description	Total Cost	Period	GL Account
Total RIESTERER & SCHNELL INC:		230.18		
RIVERSIDE BY REYNEBEAU FLORAL				
169334/1	FLORAL ARRANGEMENT- SCHIMMELPHENNING	95.98	05/22	101-51960-211
169664/1	FLORAL ARRANGEMENT- HARTWIG	160.00	05/22	101-51960-211
Total RIVERSIDE BY REYNEBEAU FLORAL:		255.98		
SEIDLER, JAYMES				
05/22 REIMBURSE	REIMBURSE FOR DSPS CODE MANUAL	104.77	05/22	101-52050-208
Total SEIDLER, JAYMES:		104.77		
SPLENDID CLEANING SERVICE LLC				
12163	MONTHLY CLEANING-LIBRARY	1,320.00	05/22	206-55110-243
12164	MONTHLY CLEANING-MSB BUILDING	550.00	05/22	101-53310-243
12165	MONTHLY CLEANING-VILLAGE HALL	1,700.00	05/22	101-51650-243
12194	MONTHLY CLEANING-METRO	874.50	05/22	207-52120-243
12194	MONTHLY CLEANING-LCFD	220.00	05/22	101-52250-243
Total SPLENDID CLEANING SERVICE LLC:		4,664.50		
STAPLES ADVANTAGE				
3507440671	BATTERIES & LABEL MAKER RIBBON	69.16	05/22	101-51650-206
Total STAPLES ADVANTAGE:		69.16		
STATE OF WI COURT FINES &				
APRIL 2022	APRIL COURT FINES	2,803.17	04/22	101-35101
Total STATE OF WI COURT FINES &:		2,803.17		
STONERIDGE LITTLE CHUTE LLC				
21097561154	SENIOR ITEMS	5.00	05/22	101-55300-218
Total STONERIDGE LITTLE CHUTE LLC:		5.00		
SWINKLES TRUCKING & EXCAVATING CORP				
51407	PULVERIZED TOPSOIL	16.00	05/22	101-53300-216
51407	PULVERIZED TOPSOIL	48.00	05/22	101-55200-216
Total SWINKLES TRUCKING & EXCAVATING CORP:		64.00		
TETZLAFF, TRISHA				
050422	REFUND FEE FOR YOGA CLASS	50.00	05/22	208-34413
Total TETZLAFF, TRISHA:		50.00		
UITENBROEK, KAYLA				
05/01/22	SECURITY DEPOSIT REFUND	100.00	05/22	208-21235
Total UITENBROEK, KAYLA:		100.00		
UNIFIRST CORPORATION				
0970352280	SHIRTS/PANTS	6.08	04/22	101-53330-213
0970352280	LAUNDRY BAGS/WIPERS	10.20	04/22	101-53330-218

Invoice	Description	Total Cost	Period	GL Account
0970352612	SHIRTS/PANTS	6.08	05/22	101-53330-213
0970352612	LAUNDRY BAGS/WIPERS	10.20	05/22	101-53330-218
Total UNIFIRST CORPORATION:		32.56		
US AUTOFORCE				
3799026	TWO TIRES FOR #155	175.58	04/22	101-53330-225
3838811	TWO TIRES FOR #155	226.12	05/22	101-53330-225
Total US AUTOFORCE:		401.70		
VILLAGE OF COMBINED LOCKS				
JUNE 2022	PROPERTY STORAGE AREA MONTHLY LEASE-JU	494.16	06/22	207-52120-204
Total VILLAGE OF COMBINED LOCKS:		494.16		
WE ENERGIES				
710165161-00003	723 DEPOT ST	395.41	05/22	418-51225-249
Total WE ENERGIES:		395.41		
WISCNET				
19059	1ST QTR NETWORK ACCESS 1/1/22 - 3/31/22	750.00	05/22	207-52120-204
19059	1ST QTR NETWORK ACCESS 1/1/22 - 3/31/22	750.00	05/22	404-57190-204
Total WISCNET:		1,500.00		
Grand Totals:		65,688.37		

## Report GL Period Summary

Vendor number hash: 256753  
Vendor number hash - split: 310615  
Total number of invoices: 76  
Total number of transactions: 100

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	65,688.37	65,688.37
Grand Totals:	65,688.37	65,688.37

## Report Criteria:

Invoice Detail.Voided = {=} FALSE

**VILLAGE OF LITTLE CHUTE**

**RESOLUTION NO. 14, SERIES OF 2022**

**A RESOLUTION APPROVING A CSM TO DIVIDE A PARCEL FOR CR  
BUILDINGS LLC**

**WHEREAS**, CR Buildings LLC as owner of Parcel #260451922 also know as LOT 12 LITTLE CHUTE NORTH ESTATES, have presented a Certified Survey Map to the Village of Little Chute Board of Trustees as prepared by Matthew C. Reider, a registered land surveyor; and

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

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

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

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

Date introduced, approved and adopted: May 18, 2022

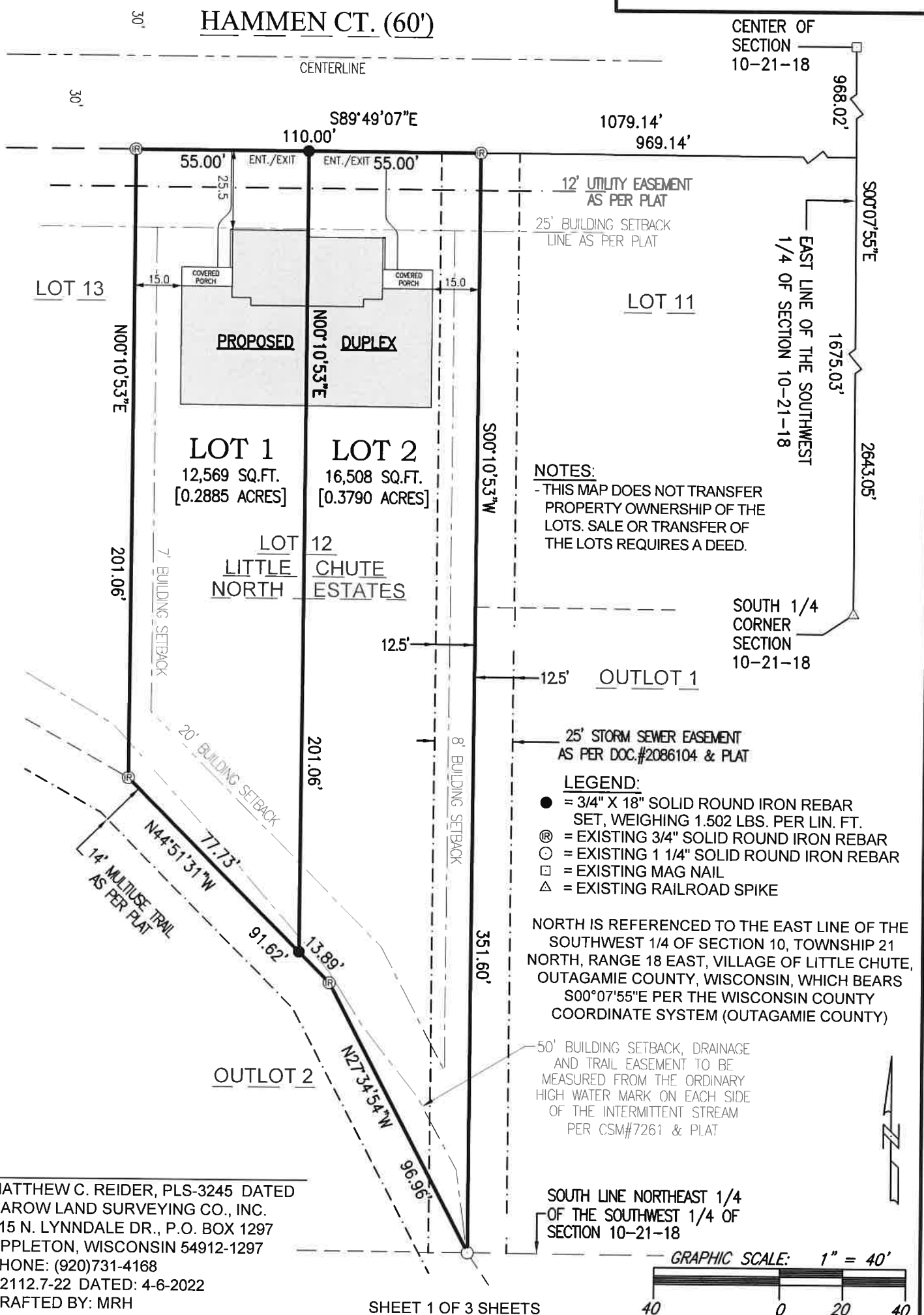
**VILLAGE OF LITTLE CHUTE:**

By: \_\_\_\_\_  
Michael R. Vanden Berg, Village President

Attest: \_\_\_\_\_  
Laurie Decker, Village Clerk

BEING ALL OF LOT 12, LITTLE CHUTE NORTH ESTATES, LOCATED IN THE SOUTHWEST 1/4 OF SECTION 10, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

**ZONING:**  
RT-TWO FAMILY  
RESIDENTIAL DISTRICT





**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

BEING ALL OF LOT 12, LITTLE CHUTE NORTH ESTATES, LOCATED IN THE SOUTHWEST ¼ OF SECTION 10, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

**SURVEYOR’S CERTIFICATE:**

I, MATTHEW C. REIDER, PROFESSIONAL WISCONSIN LAND SURVEYOR, CERTIFY THAT I HAVE SURVEYED, DIVIDED AND MAPPED ALL OF LOT 12, LITTLE CHUTE NORTH ESTATES, LOCATED IN THE SOUTHWEST ¼ OF SECTION 10, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

THAT I HAVE MADE SUCH SURVEY UNDER THE DIRECTION OF CR BUILDINGS LLC., W4704 DEER RUN CT., BLACK CREEK, WI 54106.

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.

\_\_\_\_\_  
MATTHEW C. REIDER, PLS-3245                      DATED  
CAROW LAND SURVEYING CO., INC.  
615 N. LYNNDAL DRIVE, P.O. BOX 1297  
APPLETON, WISCONSIN 54912-1297  
PHONE: (920)731-4168  
A2112.7-22 (ASC) 4-6-2022

**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

**NOTES:**

- 1) THE PROPERTY OWNERS OF RECORD IS (ARE): CR BUILDINGS LLC.
- 2) THIS CERTIFIED SURVEY MAP IS ALL OF TAX PARCEL NO.(S): 260 451922.
- 3) THIS CSM IS WHOLLY CONTAINED WITHIN LANDS DESCRIBED IN: DOCUMENT NO. 2263092.

**CERTIFIED SURVEY MAP NO.**

BEING ALL OF LOT 12, LITTLE CHUTE NORTH ESTATES, LOCATED IN THE SOUTHWEST ¼ OF SECTION 10, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

**OWNER'S CERTIFICATE:**

AS OWNER(S), I (WE) HEREBY CERTIFY THAT I (WE) CAUSED THE LAND DESCRIBED ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, DIVIDED AND MAPPED AS REPRESENTED HEREON. I (WE) ALSO CERTIFY THAT THIS MAP IS REQUIRED BY S.236.10 OR 236.12 OF THE WISCONSIN STATUTES TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL: VILLAGE OF LITTLE CHUTE.

WITNESS THE HAND AND SEAL OF SAID OWNER(S):  
BY: CR BUILDINGS LLC.

CRAIG VAN ASTEN	DATED	RYAN VANDE VOORT	DATED
-----------------	-------	------------------	-------

TITLE	TITLE
-------	-------

ERNEST J. SCHUMACHER

---

TITLE

STATE OF WISCONSIN )  
 )SS  
COUNTY OF OUTAGAMIE)

PERSONALLY CAME BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, THE ABOVE NAMED PERSON(S) TO ME KNOWN TO BE THE PERSON(S) WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

NOTARY PUBLIC

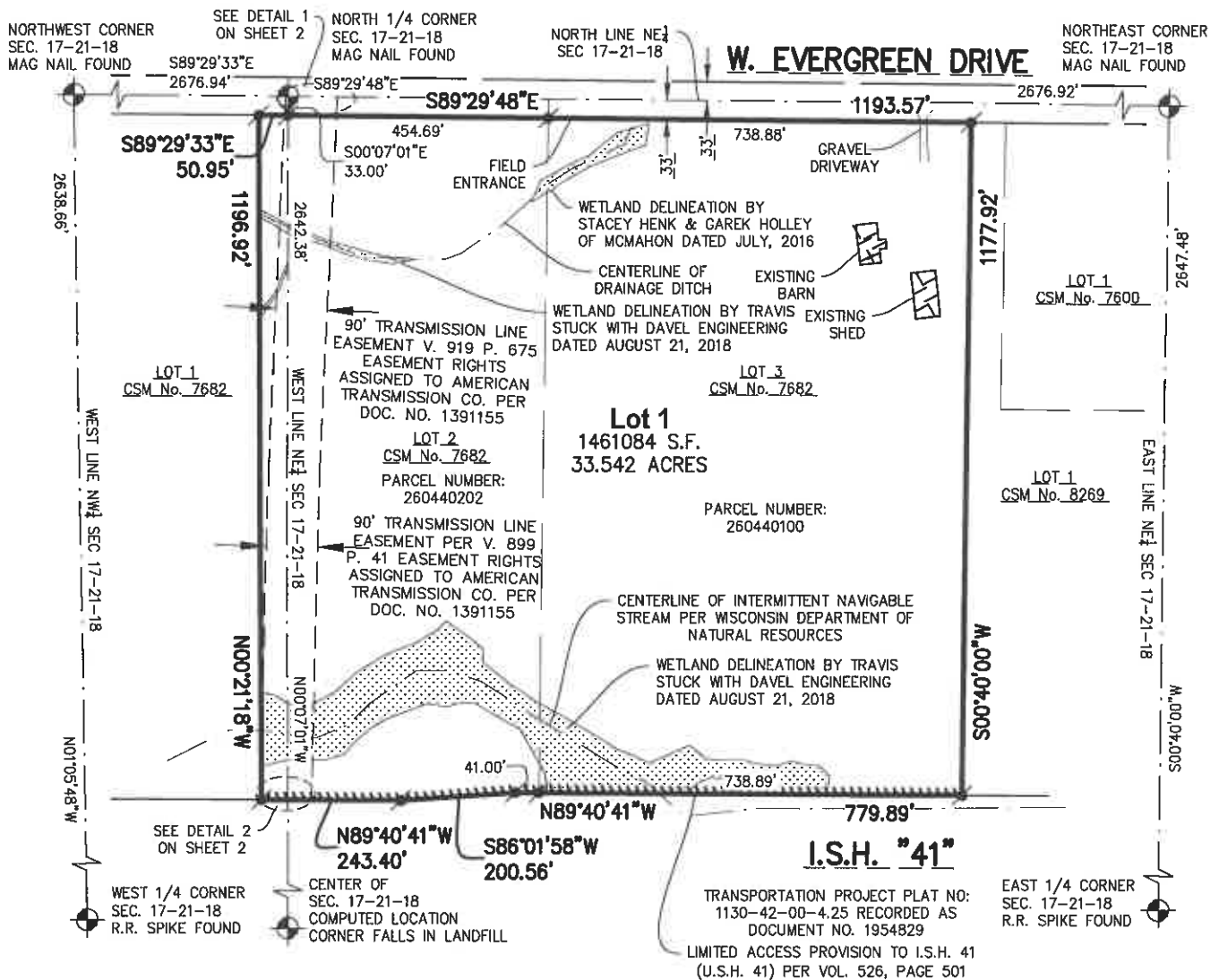
MY COMMISSION EXPIRES \_\_\_\_\_

MATTHEW C. REIDER, PLS-3245 DATED  
CAROW LAND SURVEYING CO., INC.  
615 N. LYNNDAL DRIVE, P.O. BOX 1297  
APPLETON, WISCONSIN 54912-1297  
PHONE: (920)731-4168  
A2112.7-22 (ASC) 4-6-2022

CERTIFIED SURVEY MAP NO. \_\_\_\_\_ SHEET 1 OF 4

ALL OF LOTS 2 AND 3 OF CERTIFIED SURVEY MAP NO. 7682  
RECORDED AS DOCUMENT NO. 2153218, LOCATED IN THE  
NORTHWEST 1/4 OF THE NORTHEAST 1/4 AND THE NORTHEAST 1/4  
OF THE NORTHWEST 1/4 OF SECTION 17,  
TOWNSHIP 21 NORTH, RANGE 18 EAST,  
VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN

NOTE:  
PROPERTY CURRENTLY ZONED  
ID - INDUSTRIAL DISTRICT.



### LEGEND

- 3/4" ROUND STEEL REBAR FOUND
- CERTIFIED LAND CORNER OUTAGAMIE COUNTY
- S.F. - SQUARE FEET
- LIMITED ACCESS RESTRICTED HIGHWAY

BEARINGS ARE REFERENCED TO THE NORTH LINE OF THE NORTHEAST 1/4 OF SECTION 17, TOWNSHIP 21 NORTH, RANGE 18 EAST, WHICH BEARS S89°29'48"E PER THE WISCONSIN COUNTY COORDINATE SYSTEM AS PUBLISHED FOR OUTAGAMIE COUNTY.

300 150 0 300  
SCALE - FEET

FOR: -FAITH TECHNOLOGIES INC.  
-C/O JONATHAN WHITE  
-201 MAIN STREET  
-MENASHA, WI 54952-0206  
-PHONE: (847) 224-8490

**McMAHON**  
ENGINEERS ARCHITECTS

McMAHON ASSOCIATES, INC.  
1445 McMAHON DRIVE NEENAH, WI 54956  
Mailing: P.O. BOX 1025 NEENAH, WI 54957-1025  
PH 920.751.4200 FX 920.751.4284 MCMGRP.COM

DRAFTED BY: Marty J. Abing

ALL OF LOTS 2 AND 3 OF CERTIFIED SURVEY MAP NO. 7682 RECORDED AS DOCUMENT NO. 2153218, LOCATED IN THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 AND THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 17, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN

**SURVEYOR'S CERTIFICATE**

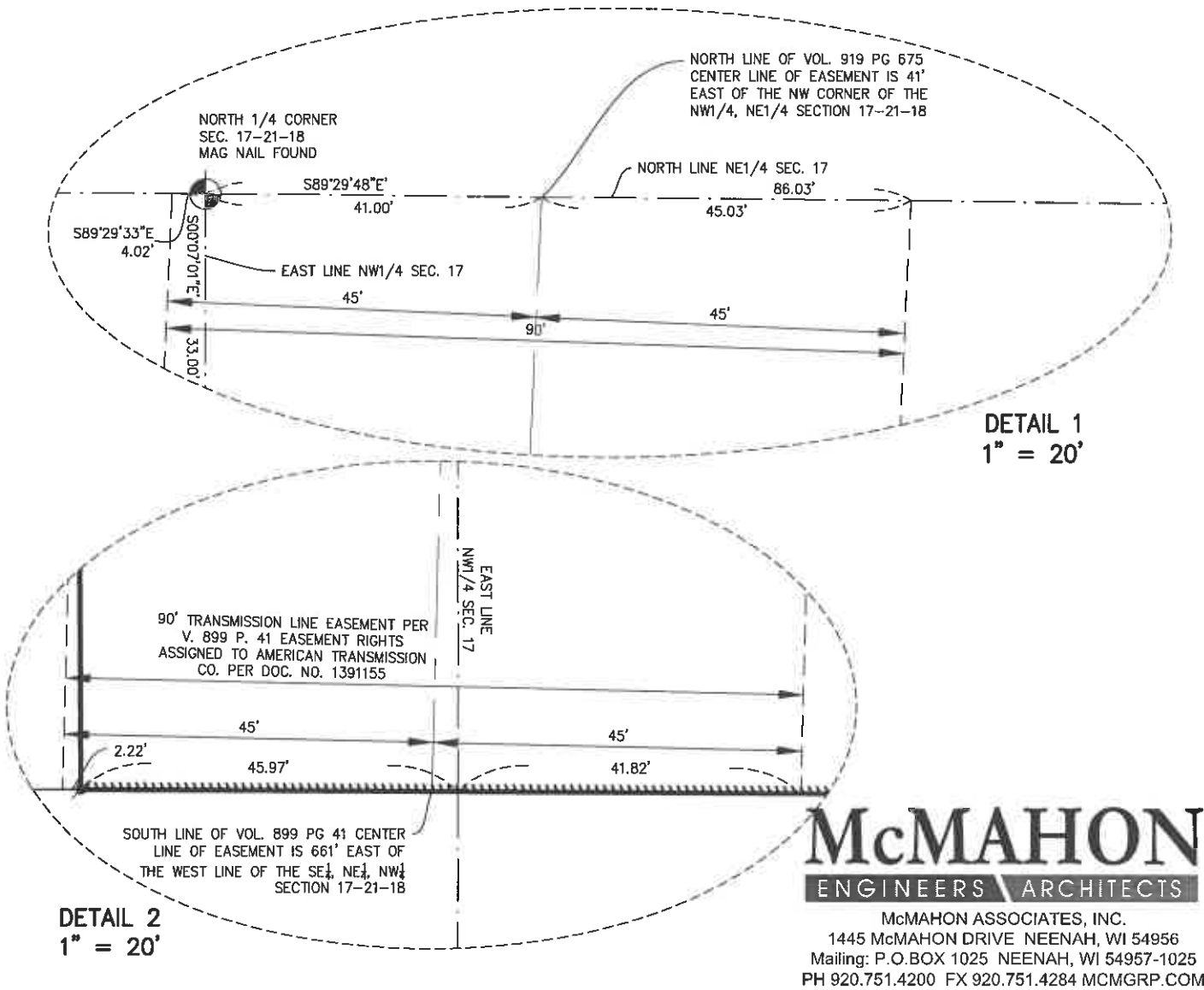
I, Douglas E. Woelz, Wisconsin Professional Land Surveyor S-2327, certify that I have surveyed, combined and mapped all of Lots Two (2) and Three (3), of Certified Survey Map No. 7682 recorded as Document NO. 2153218, located in the Northwest 1/4 of the Northeast 1/4 and the Northeast 1/4 of the Northwest 1/4 of Section 17, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County, Wisconsin containing 1,461,084 square feet (33.542 acres) of land more or less.

That I have made this survey by the direction of the Owners of said Land.

I further certify that this map is a correct representation of the exterior boundary lines of the land surveyed and the division of that land, and that I have complied with section 236.34 of the Wisconsin Statutes and section 42-64 of the Village of Little Chute Subdivision Ordinance in surveying, dividing and mapping the same.

Given under my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Douglas E. Woelz, Professional WI land Surveyor      S-2327



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

SHEET 3 OF 4

ALL OF LOTS 2 AND 3 OF CERTIFIED SURVEY MAP NO. 7682 RECORDED AS DOCUMENT NO. 2153218, LOCATED IN THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 AND THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 17, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN

**NOTES**

- THIS CSM IS ALL OF TAX PARCEL Nos.: 26-0-4401-00 & 26-0-4402-02.
- THE PROPERTY OWNER OF RECORD IS: FAITH TECHNOLOGIES, INC. A WISCONSIN CORPORATION
- THIS PROPERTY IS CONTAINED WHOLLY WITHIN LANDS DESCRIBED IN:  
DOCUMENT NO. 2153346 AND DOCUMENT NO. 2266020.

**VILLAGE BOARD APPROVAL**

Approved by the Village of Little Chute, Outagamie County, Wisconsin, by the Village Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Village President Date  
Michael Vanden Berg

\_\_\_\_\_  
Village Clerk Date  
Laurie Decker

**CERTIFICATE OF VILLAGE FINANCE DIRECTOR:**

I, being the duly elected, qualified and acting Finance Director, do hereby certify that in accordance with the records in my office there are no un-paid taxes or un-paid special assessments on any of the lands included in this Certified Survey Map as of: \_\_\_\_\_ affecting the lands.

\_\_\_\_\_  
Finance Director Date  
Lisa Remiker-Dewall

**McMAHON**  
ENGINEERS ARCHITECTS

McMAHON ASSOCIATES, INC.  
1445 McMAHON DRIVE NEENAH, WI 54956  
Mailing: P.O.BOX 1025 NEENAH, WI 54957-1025  
PH 920.751.4200 FX 920.751.4284 MCMGRP.COM

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

SHEET 4 OF 4

ALL OF LOTS 2 AND 3 OF CERTIFIED SURVEY MAP NO. 7682 RECORDED AS DOCUMENT NO. 2153218, LOCATED IN THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 AND THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 17, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN

**OWNER's CERTIFICATE**

Faith Technologies, Inc, a Wisconsin Corporation As Owners, We hereby certify that we caused the land described on this Certified Survey Map to be surveyed, combined and mapped as represented on this Certified Survey Map. We also certify that this Certified Survey Map is required by s. 236.34 of the Wisconsin Statutes to be submitted to the following for approval.

Village of Little Chute

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Authorized Signature Title  
Faith Technologies, Inc, a Wisconsin Corporation

\_\_\_\_\_  
Printed Name

State of Wisconsin)  
\_\_\_\_\_)ss  
\_\_\_\_\_County)

Personally appeared before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above named person(s) to me known to be the person(s) who executed the foregoing instrument, and acknowledged the same.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_ County, \_\_\_\_\_

My commission expires\_\_\_\_\_

**CERTIFICATE OF COUNTY TREASURER:**

I, being the duly elected, qualified and acting Treasurer, do hereby certify that in accordance with the records in my office there are no un-paid taxes or un-paid special assessments on any of the lands included in this Certified Survey Map as of: \_\_\_\_\_ affecting the lands.

\_\_\_\_\_  
County Treasurer Date  
Trenten J. Woelfel

**McMAHON**  
ENGINEERS ARCHITECTS

McMAHON ASSOCIATES, INC.  
1445 McMAHON DRIVE NEENAH, WI 54956  
Mailing: P.O.BOX 1025 NEENAH, WI 54957-1025  
PH 920.751.4200 FX 920.751.4284 MCMGRP.COM

**VILLAGE OF LITTLE CHUTE**

**RESOLUTION NO. 15, SERIES OF 2022**

**A RESOLUTION APPROVING A CSM TO COMBINE PARCELS FOR FAITH TECHNOLOGIES LLC**

**WHEREAS**, Faith Technologies LLC as owner of Parcel #260440100, 260440202 have presented a Certified Survey Map to the Village of Little Chute Board of Trustees as prepared by Douglas E. Woelz, 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: May 18, 2022

**VILLAGE OF LITTLE CHUTE:**

By: \_\_\_\_\_  
Michael R. Vanden Berg, Village President

Attest: \_\_\_\_\_  
Laurie Decker, Village Clerk



To the Village Board  
Village of Little Chute  
Little Chute, Wisconsin

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Village of Little Chute for the year ended December 31, 2021. Professional standards require that we provide you information about our responsibilities under generally accepted auditing standards as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 2, 2022.

#### **Our Responsibility Under Auditing Standards Generally Accepted in the United States of America**

As stated in our engagement letter, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. We are responsible for planning and performing the audit to obtain reasonable, but not absolute, assurance that the financial statements are free from material misstatement. Our audit of the financial statements does not relieve you or management of your responsibilities.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the schedule of revenues, expenditures, and changes in fund balance – budget and actual – general fund, schedule of revenues, expenditures, and changes in fund balance – budget and actual – special revenue fund – consolidated police services, schedules of employer's proportionate share of the net pension liability (asset) and employer contributions - Wisconsin Retirement System, and schedule of changes in total OPEB liability and related ratios – other post-employment benefits – single employer plan which supplement the basic financial statements, was to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI was not audited and, because the limited procedures did not provide us with sufficient evidence to express an opinion or provide any assurance, we did not express an opinion or provide any assurance on the RSI.

We have been engaged to report on combining and individual fund financial statements and budgetary comparison schedules as indicated in the financial statement's table of contents, which accompany the financial statements but are not RSI. Our responsibility for this supplementary information, except the budget information, as described by professional standards, was to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information, except the budget information, was fairly stated, in all material respects, in relation to the financial statements as a whole.

We did not audit the introductory and statistical sections as well as the budgetary information included in the supplementary information and accordingly, we express no opinion on it.



### **Audit Scope, Significant Risks and Other**

Our audit included examining on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit involved judgment about the number of transactions to be examined and the areas to be tested.

Our audit included obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing and extent of further audit procedures.

Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Any internal control related matters that are required to be communicated under professional standards are included later in this letter.

We identified improper revenue recognition due to fraud, improper use of credit cards, and management override of controls as significant risks of material misstatement as part of our audit planning. We designed audit procedures in response to these risks.

### **Significant Audit Findings**

#### *Qualitative Aspects of Accounting Practice*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Village are described in Note 1 to the financial statements. We noted no transactions entered into by the Village during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

Management's estimates of the net pension asset for the Village's participation in the Wisconsin Retirement System (WRS), the total pension liability for the Volunteer Firefighters' pension and the other post-employment benefit liability related to the healthcare benefits provided to employees in retirement, are based on actuarially determined amounts. The related deferred inflows and outflows of resources related to these plans are also based on actuarially determined amounts. We evaluated the key factors and assumptions used to develop the pension and other post-employment benefit asset, liabilities, and related deferred outflows and inflows of resources in determining that they are reasonable in relation to the financial statements taken as a whole.

Management's estimate of the useful lives of the capital assets is based on industry standards. We evaluated the key factors and assumptions used to develop the estimated useful lives in determining that it is reasonable in relation to the financial statements taken as a whole.

### **Significant Audit Findings (Continued)**

Certain financial statement disclosures are particularly sensitive because of their significance to the financial statement users. The most sensitive disclosures affecting the financial statements were:

The disclosure of deposits and investments and the related risk associated with them in Note 2 to the financial statements. The footnote was prepared based on the requirements of the Governmental Accounting Standards Board and is intended to inform readers as to the risk associated with the Village's cash and investments.

The disclosure of the net pension asset for WRS, the total pension liability for the Volunteer Firefighters' pension supplement, and the other post-employment benefits liability as well as the related deferred inflows and outflows of resources are contained in the notes to the basic financial statements and referenced as 12, 13, and 15, respectively. The notes to the basic financial statements were prepared based on the requirements of the Governmental Accounting Standards Board and are intended to inform readers as to the risks associated with the Village's participation in the Wisconsin Retirement System, as well as the provision of benefits to Volunteer Firefighters and other post-employment benefits related to healthcare provided to retired employees of the Village.

The financial statement disclosures are neutral, consistent, and clear.

### ***Corrected and Uncorrected Misstatements***

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. During the course of the audit we assisted the Finance Director in making adjusting entries. Most of these entries related to the recognition of the Wisconsin Retirement System balance sheet accounts. We noted a significant decrease in adjusting entries from the previous year. All adjusting entries prepared and discussed during the audit are included in the financial statements.

### ***Disagreements with Management***

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

### ***Management Representations***

We have requested certain representations from management that are included in the management representation letter dated May 2, 2022.

### ***Management Consultations with Other Independent Accountants***

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Village's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Difficulties Encountered in Performing the Audit*

We encountered no difficulties in working with management in performing and completing our audit.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Village's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

With respect to the supplemental information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplemental information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village as of and for the year ended December 31, 2021, in accordance with auditing standards generally accepted in the United States of America, we considered the Village's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control. Accordingly, we do not express an opinion on the effectiveness of the Village's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we identified a deficiency in internal control that we consider to be a significant deficiency.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We did not identify any deficiencies in internal control that we consider to be a material weakness.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the following deficiency in the Village's internal control to be a significant deficiency.

*Financial Reporting* - One of the components of internal control over financial reporting is that employees of an organization be sufficiently knowledgeable to prepare the entity's annual financial report, including the related notes, in accordance with generally accepted accounting principles. With only the Director having a Bachelor's Degree, Village employees collectively do not possess sufficient expertise in this technical area, so the Village relies on us and our knowledge of applicable accounting principles, financial statement formats, and note disclosures to prepare the annual financial report in an efficient manner. However, the Village's Finance Director thoroughly reviews the annual report and accepts responsibility for its completeness and accuracy. This matter is common in many organizations since they do not have the resources to devote to this area of internal control.

## **Other Matters**

In addition, we felt the other matters described in the following paragraphs were important to the operations of the Village. These matters may involve internal controls, general operations, recommendations for the adoption of policies and other such items that we feel will enhance the Village of Little Chute.

## **Prior Year Observations**

### **Cash – Concentration of Risk (per 12/31/18 letter)**

The Village should consider the large amounts of cash uninsured and the associated risk. Deposits are insured by a federal agency in the amount of \$250,000 for all time and savings accounts (including NOW accounts) and up to \$250,000 for the combined amount of all demand deposit accounts per financial institution. Time, savings and demand deposit accounts are insured for a total of \$250,000 at each credit union. The Village should consider looking into obtaining collateral at all banks and Capital Credit Union for greater protection of cash. The Village currently has \$3,720,622 in uninsured deposits.

#### **Status 12/31/21**

This situation has been resolved.

### **Segregation of Duties Policy**

During the audit, we noted that the Village has enough staff to properly segregate duties. However, not all duties are separated as well as they could be. We recommend that the Finance Director assess how to best utilize the employees they have to separate duties as much as reasonably possible for a Village of Little Chute's size and complexity.

#### **Status 12/31/21**

The Finance Department has further enhanced cross training of staff in 2021 and enhanced monthly reviews of staff work by Finance Director. The Village Board authorized hire of a Deputy Director of Finance with an emphasis in Human Resources which will further provide ability to properly segregate duties. Staff has been diligent in updating and expanding procedure manuals.

## **Closing**

We would like to thank the Village's Finance Director and her staff for their courteous support and assistance during the audit.

This information is intended solely for the use by the Village Board and management of the Village and is not intended to be and should not be used by anyone other than these specified parties.

*KerberRose*

**KerberRose SC**  
Certified Public Accountants  
May 2, 2022

## Year End: December 31, 2021

### Adjusting journal entries

Date: 1/1/2021 To 12/31/2021



## Item For Consideration

For Board Review On: Wednesday, May 18, 2022  
Agenda Item Topic: Special Event – Fireworks

Prepared On: May 12, 2022  
Prepared By: John McDonald  
Parks, Recreation, & Forestry

Report: Staff has been approached by Joe Harlow and the Phil Weigman (Diamond Club-Fiscal Agent) to host Fireworks in Little Chute. The event will be host food sales, live music, and fireworks at dusk on Friday, July 1<sup>st</sup>; 3:00pm to 10:00 pm including set up and take down. Per evaluation from the Fox Valley Metro, no vehicle parking will be allowed in the Doyle Park parking lot. Only event staff pedestrians and bikes will be allowed in the parking lot. Parking will be available on side streets around Doyle Park.

Attached is the Special Event Permit submitted.

Fiscal Impact: Diamond Club is requesting that all fees be waived.

Recommendation/Committee Action: Staff is requesting that Village Board approve “Fireworks” event as presented.

Respectfully Submitted,

John McDonald – Parks, Recreation, & Forestry



# Little Chute

ESTABLISHED 1848

## Office Use Only

Date Submitted \_\_\_\_\_

Permit Fee Paid \_\_\_\_\_

**\$25 permit fee is non-refundable**

## SPECIAL EVENT PERMIT APPLICATION

**Special event permit applications must be submitted at least 3 months prior to proposed event.**

This application is a request for a special event. Please refer to the checklist to see if you will need to contact other departments regarding your event. When requesting use of a facility **please be very specific**. Use exact dates, times, shelters, parks, streets, and areas. Doing so will help avoid delays in processing your request. Please call (920) 423-3869 with questions regarding this special event permit. **RETURN COMPLETED APPLICATION TO PARK & REC DEPT ON 2<sup>ND</sup> FLOOR OF VILLAGE HALL.**

### APPLICANT INFORMATION

First Name	Phil	Last Name	Weigman
Phone	(920) 858-5694	Email	pwigs20@gmail.com
Address (individual or business)	1008 Manor Place		
City	Little Chute	State	WI
		ZIP Code	54140

### ORGANIZATION INFORMATION

Organization's Name	Little Chute Diamond Club		
Organization's Phone	(920) 858-5694	Organization's Email	pwigs20@gmail.com
Organization's Address (individual or business)	1008 Manor Place		
City	Little Chute	State	WI
		ZIP Code	54140
Applicant's Relationship to Organization	President		

### EVENT INFORMATION

Name of Event	Little Chute Diamond Club Fireworks		
Event Location	Doyle Park		
Event Date (list each date if it's a multi-day event)	7/1/22 (Friday)		
Event Set Up Time	3:00	Event End Time	10:00 PM
Total Anticipated Attendance	500		

Event Information (purpose, activity, who can participate, do you charge, etc.)

No Charge, Open to the public.

Fire works (Launch Dusk)

We plan to sell food

a band or a D.J.

Are you Requesting Funding or Staff Assistance from the Village?

YES

NO

If you are requesting funding or staff assistance, please indicate how much funding or resources you are requesting and why you need assistance. Also, include where your proceeds go to for your event.

police → Traffic Control.

→ No Park signs

extra Garbage & recycling cans w/ea.

(proceeds will go to Little Chute Diamond Club and Jaycees)

Fire Dept. → Fireworks safety assistance on site

→ Barri.ca.d.es (Mill St & Levy) using snow fence & Mill St. Bridge gate system.

### INDEMNIFICATION AGREEMENT (please read carefully before signing)

The applicant/organization shall indemnify, defend, and hold harmless the Village and its officers, officials, employees, and volunteers from and against any and all claims, damages, losses, and expenses arising out of the applied for activity/event except where caused by the sole negligence or willful misconduct of the Village. Applicant/Organization also understands and acknowledges that as required by the Village, liability insurance is the financial means to legally defend the Village and cover liability arising from the activity/event. I certify by my signature that I understand and agree to comply with this agreement and the insurance requirements and that I'm a qualified representative of my organization authorized to sign this agreement. I also certify the information is true and accurate.

Applicant - Print Name

Phil Weigman

Applicant - Signature

Phil Weigman

Date

3/22/22

#### FOR OFFICE USE ONLY

DEPARTMENT	Staff Hours	Staff Cost	Equipment Hours	Equipment Cost	Facility Rental Fee
Clerk's Office	0	\$ 0	0	\$ 0	\$ 0
Fox Valley Metro Police		\$ 1,205.85		\$	\$
Parks, Recreation, & Forestry		\$		\$	\$ 150 - Doyle Club Room - Doyle Canal
Public Works	5 hrs	\$ 132	5	\$ 86.25	\$
TOTAL		\$ 1,337.85	5	\$ 86.25	\$ 150
EVENT TOTAL TO BE BILLED	\$ 1,487.85 (OC is requesting fees to be waived)				

#### FOR OFFICE USE ONLY

DEPARTMENT	APPROVE	DENY	BY	REASON (if denied)
Clerk's Office	X		AD	
Fox Valley Metro Police	X		X	
Parks, Recreation, & Forestry	X		AMS	
Public Works	X		JS	

Approved By Village Board

VILLAGE PRESIDENT - PRINT

SIGNATURE

DATE





## Item For Consideration

**For Board Review On:** May 18<sup>th</sup>, 2022

**Prepared On:** May 9<sup>th</sup>, 2022

**Agenda Item Topic:** Memorial Bench & Windmill Plaza  
Granite Plaque

**Prepared By:** Admin. Bernhoft

**Report:** The Windmill Board Chair has contacted Village staff regarding a memorial bench for Chris Hartwig. The Windmill would be looking to split the cost of a bench for the Windmill Plaza with the Village. The bench design would match the existing benches located on the plaza (Village property). Final location would be up for discussion. Below are the estimated costs from two vendors:

Appleton Marble & Granite Works: Estimated between \$4,850 - \$6,000 depending on etchings.

Riverside Granite: Estimated between \$2,000-\$2,500 depending on etchings. Chris Hartwig served on their Cemetery Board thus the Board has agreed to charge the Village at cost.

Additionally, Paul Damm informed me that the employees of Crystal Print are interested in purchasing and donating an estimated 4'x4' flush, non-slip, granite memorial piece with engraving to replace the concrete slab in the middle of Windmill Plaza. This plaque was originally intended to be placed on the site and was covered by plywood for some time until the space was filled with concrete.

**Fiscal Impact:** The Village will be the fiscal agent on the order so a budget adjustment would be necessary for expected contribution from the Windmill Board while Village portion would be funded from existing funds.

### General Fund – Village Promotion and Goodwill

Donations (Revenue) + \$1,500

Awards & Recognition (Expense) + \$1,500



**Recommendation/Board Action:** Approve the purchase of the Chris Hartwig Memorial Bench from Riverside Granite in amount not to exceed \$3,000 along with the necessary budget adjustment and acceptance of donated granite piece to be placed on the Windmill Plaza.

**Respectfully Submitted,**

Beau Bernhoft, Village Administrator



## Item For Consideration

For Board Review On: May 18<sup>th</sup>, 2022  
Agenda Item Topic: Municipal Building Vehicle Lifts

Prepared On: May 12, 2022  
Prepared By: Public Works

Report: Since the Municipal Service Building (MSB) was put into service, Village employees have used and attempted to use the six (6) MACH4 heavy duty mobile lift columns to perform maintenance on the fleet vehicles. The lifts were purchased prior to the MSB being built. The floor in the mechanics bay area at the MSB is sloped for drainage purposes. There is approximately 4" of slope from one end to the other in the 40 feet of concrete floor in the mechanics bay area.

Historically and recently, employees have experienced problems when using the mobile lifts. The problems occurring are because of the uneven floor. Mercury sensors in the six (6) lifting units communicate via Bluetooth technology to determine leveling while lifting and lowering larger fleet vehicles. The lifts have locked up with large vehicles elevated.

The vendor of the equipment (U.S. Petroleum Equipment) inspected the system and has indicated that using the existing lifts on uneven floors is a safety hazard and Village should find an alternative means to lift the larger vehicles. The lifts are useable with smaller vehicles. Without the ability to lift the larger fleet vehicles, maintenance will have to be done by others.

Replacement equipment estimates were obtained. The following lifts can be used for small and large vehicles alike.

- Kramer -Ridge of Appleton, Wi. submitted an estimate for a 40,000 lb. vehicle lift for \$31,270.40.
- U.S. Petroleum Equipment of Appleton, WI submitted an estimate for a 30,000 lb. vehicle lift for \$55,448.00.
- Liftnow of Brooklyn, NY submitted an estimated for a 40,000 lb. vehicle lift for \$56,137.52.



## Item For Consideration

Fiscal Impact: due to not purchasing a new refuse truck with the Village of Kimberly. The final negotiation for the splitting (demerging) of refuse vehicle assets with Kimberly created a positive variance in the equipment fund. The main drivers to purchase the lift are Safety related, and also an effort to avoid costly outside service of vehicles. A budget adjustment can be approved to increase the spending authority to purchase the lift. Proceeds from sale of current lifts will be placed back into the fund and reported back to the Village Board when complete. It is anticipated the net impact to the fund will be minimal.

### Equipment Revolving Fund

Equipment Replacement DPW (Expense) + \$ 35,000.

Fund Balance (Equity) - \$ 35,000.

Recommendation/Board Action: Staff is recommending the Village Board approve the purchase of lift form Kramer-Ridge of Appleton, WI. and the associated budget adjustment.

Respectfully Submitted,

Kent Taylor, Department of Public Works





CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Lots 4, 5 and 6, **CROSSWIND ESTATES**, located in the Northwest ¼ of the Southwest ¼ of Section 8, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County, Wisconsin.

**OWNER’S CERTIFICATE:** SHEET 3 of 3  
As owners, we hereby certify that we caused the lands described on this Certified Survey Map to be surveyed, divided and mapped all as shown and represented on this map.

\_\_\_\_\_  
Christopher J. Peterson Date

\_\_\_\_\_  
Rachael A. Peterson Date

STATE OF WISCONSIN)  
) SS  
OUTAGAMIE COUNTY)

Personally came before me on this \_\_\_\_\_ day of \_\_\_\_\_, 2022, the above named owners to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary

My commission expires \_\_\_\_\_

**TREASURER’S CERTIFICATE:**  
I, being the duly elected, qualified and acting treasurer, do hereby certify that there are no unpaid taxes or unpaid special assessments on of the lands included in this Certified Survey Map as of:

\_\_\_\_\_  
Finance Director Date  
Lisa Remiker-Dewall

\_\_\_\_\_  
County Treasurer Date  
Trenten Woelfel

**VILLAGE BOARD APPROVAL CERTIFICATE:**  
Resolved that this Certified Survey Map in the Village of Little Chute, Outagamie County, Wisconsin: The City of Appleton and Christopher J. Peterson and Rachael A. Peterson property owner(s), is hereby approved by the Village Board of the Village of Little Chute.

\_\_\_\_\_  
Village President Date

\_\_\_\_\_  
Village Clerk Date

**VILLAGE OF LITTLE CHUTE**

**RESOLUTION NO. 16, SERIES OF 2022**

**A RESOLUTION APPROVING A CSM FOR THE CITY OF APPLETON AND  
CHRISTOPHER AND RACHAEL PETERSON**

**WHEREAS**, City of Appleton owner of Parcel #260441005 and 260441006 also known as 3100 and 3030 Gardenia Drive and Christopher and Rachael Peterson owner of Parcel #260441004, also known as 3110 Gardenia Drive, have presented a Certified Survey Map to the Village of Little Chute Board of Trustees as prepared by Thomas M. Kromm 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.

A 2/3 majority vote is required for this CSM: Yay \_\_\_\_ Nay \_\_\_\_

Date introduced, approved and adopted: May 18, 2022

**VILLAGE OF LITTLE CHUTE:**

By: \_\_\_\_\_  
Michael R. Vanden Berg, Village President

Attest: \_\_\_\_\_  
Laurie Decker, Village Clerk



## Item For Consideration

**For Board Review On:** May 11, 2022  
**Agenda Item Topic:** Budget

**Prepared On:** May 11, 2022  
**Prepared By:** Finance

**Report:** A budget adjustment is necessary due to action to table Crosswinds Estate Sidewalk project at the Committee of the Whole on April 27, 2022.

At the March 16, 2022 Village Board Meeting, the annual carryover for projects budgeted in 2021 but not yet completed were on the agenda to be carried over to 2022. When completing the March financial statements, I noted that I forgot to include the Transportation Special Revenue Fund in this request.

Please contact me with any questions.

### **Fiscal Impact:**

#### Construction Fund

Crosswinds Estate (Expense) - \$338,040  
Fund Balance (Equity)           +\$338,040

#### Transportation Special Revenue Fund

Contractual Services (Expense) + \$16,010

**Recommendation/Board Action:** Please approve the 2022 Budget Amendment and 2021-2022 Budget Carryover Request.

Respectfully Submitted,

Lisa Remiker-DeWall, Finance Director





## Item For Consideration

**For Board Review On:** 5/18/2022

**Prepared On:** 5/16/2022

**Agenda Item Topic:** Pine Street Parking and Pedestrian Mall **Prepared By:** Village Engineer

**Report:** The 3 exhibits provided are revisions requested by the Village Board for the Pine Street pedestrian mall project. These changes check the primary boxes of the project needs such as utilities, closing of Pine Street for vehicle traffic and curb cleanup to Main Street and the south end of the property. The plan also needs to address ADA access for accessible routes as provided below.

### **206 Accessible Routes**

#### **206.2.1 Site Arrival Points**

At least one accessible route shall be provided within the site from accessible parking spaces and accessible passenger loading zones; public streets and sidewalks; and public transportation stops to the accessible building or facility entrance they serve.

Due to the changes depicted on the plans, it was important to give the public and local business owners an opportunity to review and provide feedback on the scope of work. With the work to be completed as presented, the Village will need to plan future renovations to the Village property such as pavement and access through the CIP process.

**Fiscal Impact:** Cost estimates for this project come in at \$321,743.88 (see below for breakdown). The current budget on Pine Street is \$1,190,072 (TID 8 Project), but those costs covered a full reconstruction of the existing parking lot with storm water management.

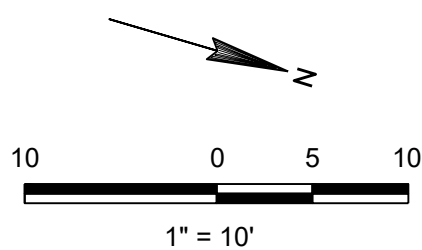
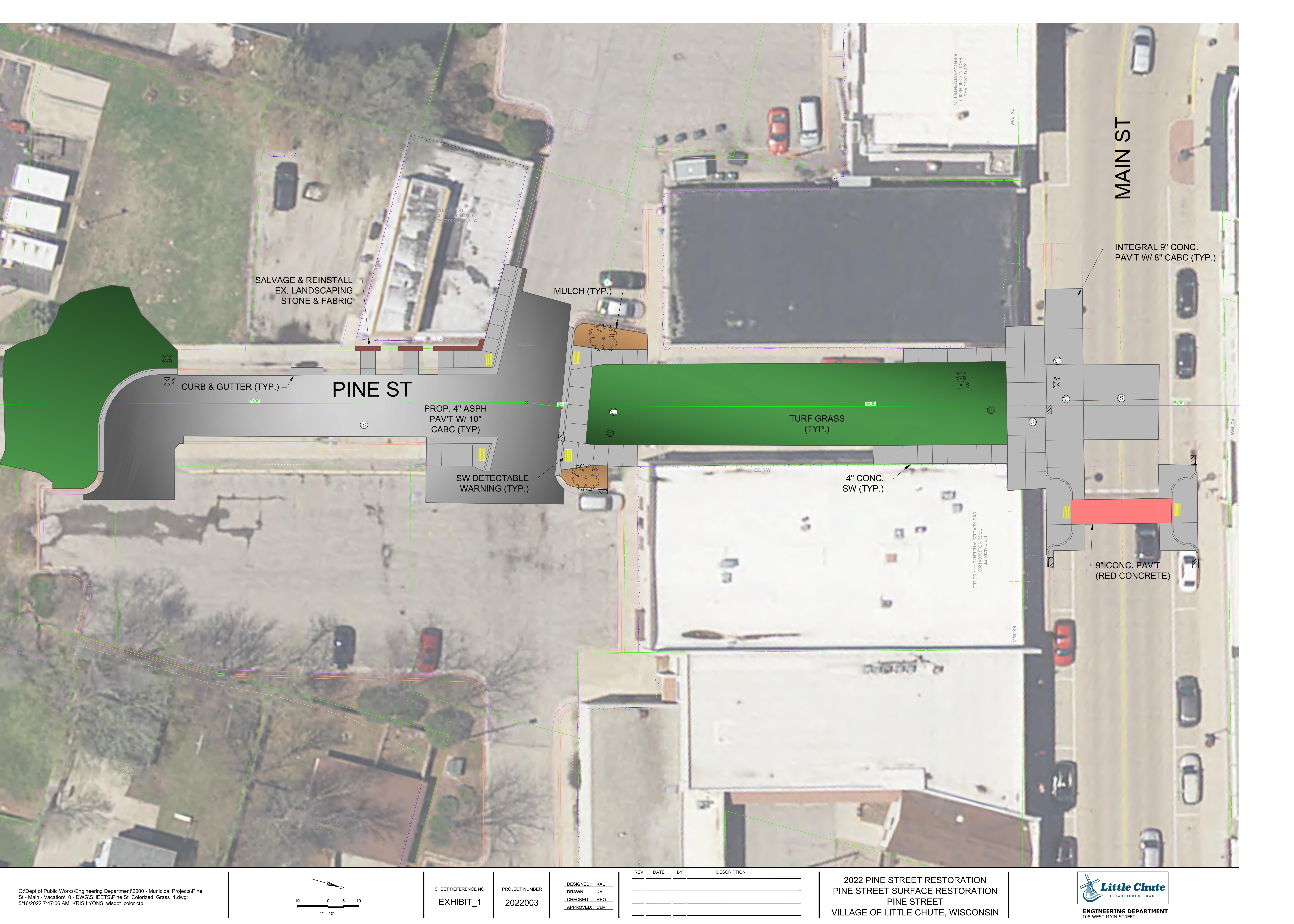
**Recommendation/Board Action:** The Village Engineer Recommends Exhibit 3 for the reason that none of the existing sidewalk provides an accessible route. The west sidewalk is back pitched towards the build and portions of the sidewalk exceeds the maximum 2 percent cross pitch. The east sidewalk consists of cross slopes varying from 2.1 percent to 8.7 percent all exceeding the accessible route maximum cross slope of 2 percent.

Respectfully Submitted,

Christopher L. Murawski, P.E.

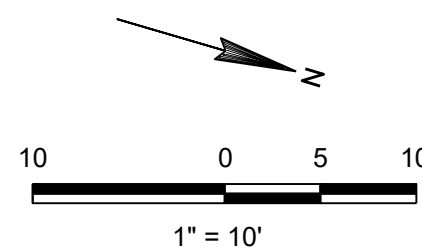
Village Engineer





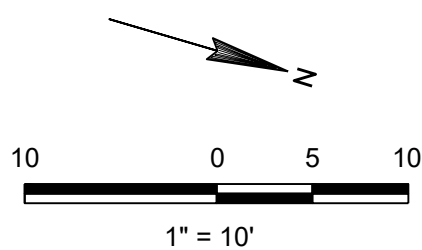
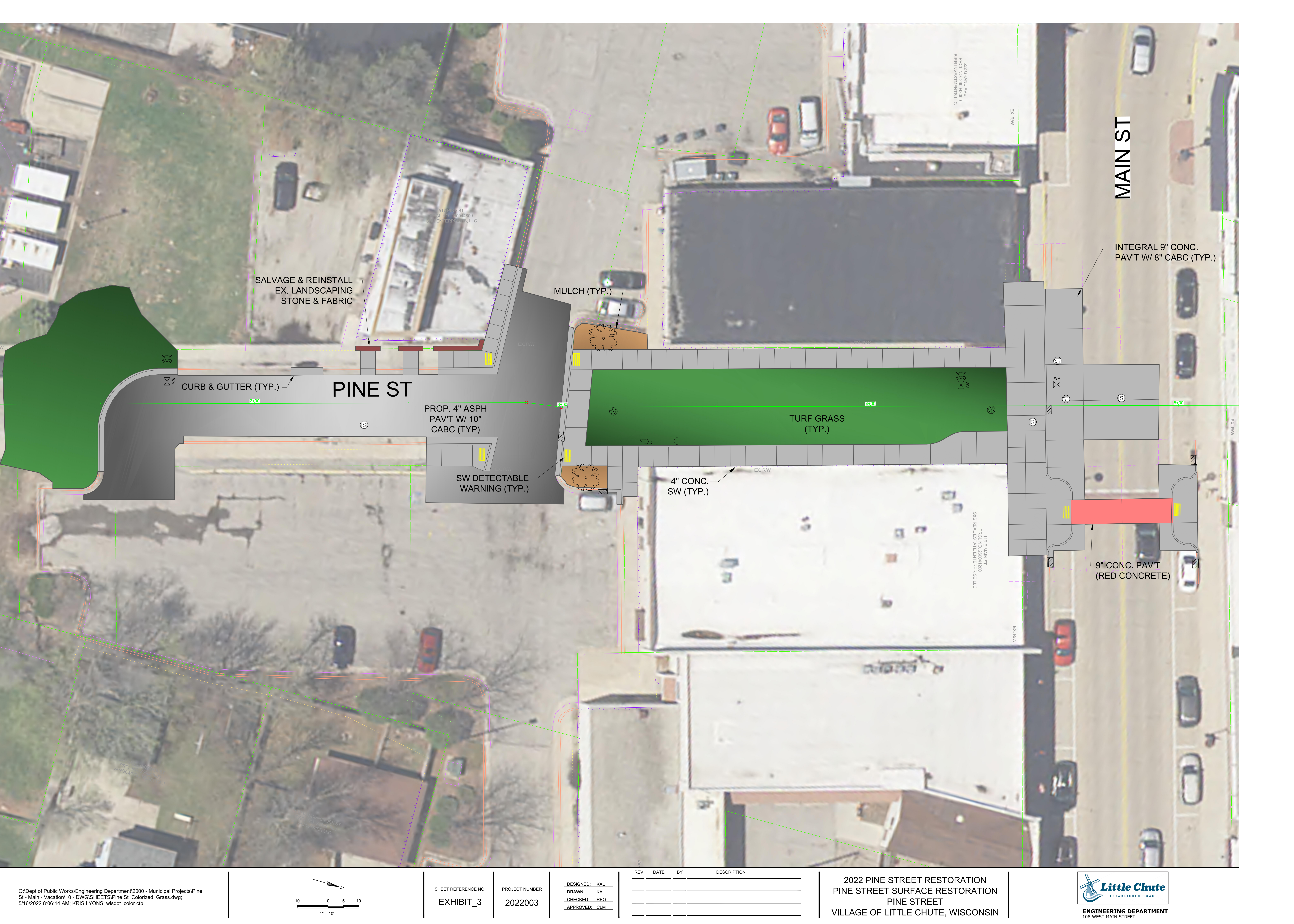
REV	DATE	BY	DESCRIPTION





REV	DATE	BY	DESCRIPTION





REV	DATE	BY	DESCRIPTION





## Item For Consideration

For Board Review On: May 18, 2022  
Agenda Item Topic: 2022 CIP Dump Truck Purchase

Prepared On: May 13, 2022  
Prepared By: Kent Taylor, DPW

Report: The 2022 CIP Fleet includes the purchase of a new dump truck. The purchase was approved in the CIP for \$250,000. Quotations were taken, the results follow.

Company	Cab & Chassis	Dump Body
Monroe Truck Equipment		\$145,980.00
Truck Equipment Inc.		\$147,000.00
Casper's Truck Equipment		\$154,684.00
Truck Country	\$102,500.00	
Packer City International	\$109,528.75	
Quality Truck Care Center	\$128,900.00	

Fiscal Impact: The low quotation (\$102,500.00) provided by Truck Country for the cab and chassis is to specification. The low quotation (\$145,980.00) provided by Monroe Truck Equipment for the dump body is to specification. The total low bid package for the cab and chassis and dump body are under budget at \$248,480.00.

Both vendors submitting the low quotation have stated that because of the present market conditions additional surcharges may apply and delivery dates are not known at this time. Delivery will most likely occur in the 3<sup>rd</sup> or 4<sup>th</sup> quarter of 2023.

Recommendation/Board Action: Staff is recommending approval of the low quotations for the dump truck cab and chassis and dump body.

Respectfully Submitted,

Kent Taylor, DPW