



MEETING	DATE	TIME	LOCATION
Joint Sanitary District	Tuesday, September 21, 2021	6:30 p.m.	Virtual Meeting and Board Room 1900 W. Grand Chute Blvd.

**\*\*VIRTUAL MEETING PARTICIPATION OPTIONS\*\***

Web Access:

<https://grandchute.my.webex.com/grandchute.my/j.php?MTID=ma00f1d95576889fa02fc616d0358ea69>

Access Code: 126 909 3174

Meeting Password: 1900

Telephone Access:

Dial: (408) 418-9388

Access Code: 126 909 3174

Meeting Password: 1900

**PLEASE STAY CONNECTED AFTER THE SAN MEETING FOR THE TOWN BOARD MEETING**

- A. CALL TO ORDER/ROLL CALL
- B. PLEDGE OF ALLEGIANCE
- C. APPROVAL OF AGENDA/ORDER OF THE DAY
- D. PUBLIC INPUT Members of the public are welcome to address the Commission and Town Board. **Individuals are allowed to speak only about agenda items and must fill out a "Request to Speak" form and submit to the Town Clerk prior to the start of the meeting in order to speak during the Public Input segment of the meeting. If you wish to speak and are attending virtually, you must contact the Town Clerk 24 hours prior to the start of the meeting for special accommodations.** This segment is placed early in the agenda so that the public may make their comments prior to any discussion or action by the Commission or Town Board. Individual comments are limited to no more than three minutes each. The Public Input section is limited to a total of 15 minutes. The Commission/Town Board may suspend this rule if deemed necessary. Once the public input segment ends there will be no additional discussion from the audience.
- E. 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 on the Consent Agenda may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda.)
  - 1. Approve regular joint meeting minutes – September 7, 2021
  - 2. Approve Monthly Report – August 2021
- F. FINANCIAL REPORTS
  - 1. Approval of Voucher List – September 21, 2021
  - 2. Accept Budget Statement – August 2021
- G. ADJOURNMENT

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**Public Notice:** Agendas are posted in the following locations: Town Hall bulletin boards & Town website [www.grandchute.net](http://www.grandchute.net) 2015 Wisconsin Act 79 allows the publication of certain legal notices on an Internet site maintained by a municipality. This law allows these types of legal notices to be posted in one physical location in the jurisdiction (instead of three) if also placed on an Internet site maintained by the local government.

**Special Accommodations:** Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Clerk's Office at (920-832-5644) with at least 24-hour notice.

**Notice of Possible Quorum:** A quorum of the Town Board, Plan Commission, Board of Review, Licensing Committee, Parks Commission, Community Development Authority, Joint Review Board, Zoning Board of Appeals and/or Police and Fire Commission may be present at this meeting for the purpose of gathering information and possible discussion on items listed on this agenda. However, unless otherwise noted in this agenda, no official action by the Town Board, Plan Commission, Board of Review, Licensing Committee, Parks Commission, Joint Review Board, Zoning Board of Appeals and/or Police and Fire Commission will be taken at this meeting.

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JOINT REGULAR MEETING – SANITARY DISTRICT NO. 1, NO. 2, NO. 3 & EAST SIDE UTILITY DISTRICT – 1900 W. GRAND CHUTE BLVD., GRAND CHUTE, WI – SEPTEMBER 7, 2021

CALL TO ORDER/ROLL CALL

Meeting called to order at 6:30 p.m. by Jason Van Eperen, presiding officer.

PRESENT: Jason Van Eperen, Brad Gehring, Jeff Ings, Ron Wolff and Angie Cain, Town Clerk

STAFF: Jim March, Town Administrator; Mike Patza, Community Development Director; Tim Bantes, Fire Chief; Katie Schwartz, Director of Public Works; Julie Wahlen, Finance Director; Brent Braun, IT Director; Greg Peterson, Police Chief; Sue Brinkman, HR Director; several Police Officers and PD staff; Attorney Koehler, Herrling Clark Law Offices

OTHERS: 7 signed attendance

PLEDGE OF ALLEGIANCE

President Van Eperen led the Pledge of Allegiance.

APPROVAL OF AGENDA/ORDER OF THE DAY

**Motion (Ings/Wolff) to approve the agenda as printed. Motion carried.**

PUBLIC INPUT – There was no public input.

CONSENT AGENDA

Approve regular joint meeting minutes – August 17, 2021

**Motion (Ings/Gehring) to approve the consent agenda. Motion carried.**

FINANCIAL REPORTS

Approval of Voucher Lists – September 7, 2021  
San 1, 2, 3 & East Side – \$329,419.58 ACH – \$730,239.61

**Motion (Ings/Wolff) to approve the voucher list. Motion carried.**

ADJOURNMENT

**Motion (Ings/Gehring) to adjourn. Motion carried.**

Meeting adjourned 6:32 p.m.

These minutes were taken at a regular meeting held on September 7, 2021 and entered in this record book, September 8, 2021 by:

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Angie Cain, Town Clerk  
Joint Sanitary District No. 1, No. 2, No. 3 & East Side Utility District  
**Initial Draft**



# Sanitary District No. 1 & 2 Monthly Report August 2021

UTILITY LOCATES .....	576
SERVICE CONNECTION PERMITS	
WATER.....	6
SEWER.....	6
STORM .....	7
FT. OF VACTORING .....	16,595
QUARTERLY BILLS (Cycle 2) .....	5,353

Check Number	Check Issue Date	Payee	Invoice Number	Description	Invoice GL Account	Check Amount	
94915	09/14/2021	OUTAGAMIE COUNTY TREAS	201900000310	RECORDING FEES BENTWOOD ESTATES LOT 50	63-00-10700	30.00-	V
Total 94915:						30.00-	
97126	09/09/2021	GREEN, JOSEPH OR VALERIE	08182021	REFUND PRIVATE WATER LATERAL REPLACEMEN	61-00-23201	3,349.50-	V
Total 97126:						3,349.50-	
97172	09/09/2021	GREEN, JOSEPH OR VALERIE	08182021	REFUND PRIVATE WATER LATERAL REPLACEMEN	61-00-23201	3,349.50	
Total 97172:						3,349.50	
97182	09/21/2021	GRAND CHUTE PETTY CASH	09072021	MIKE ERTL TRAINING - NE WATER PROF.	61-01-93000-330	20.00	
Total 97182:						20.00	
97183	09/21/2021	GRAND CHUTE UTILITIES	083121-LS3	STORM WATER CHRG - LIFT STATION #3	62-02-82100-220	6.74	
Total 97183:						6.74	
97188	09/21/2021	LANE TANK COMPANY INC	071521	REPLACE EXPANSION JOINT IN MISTY LN WATER	61-01-67200-349	8,950.00	
Total 97188:						8,950.00	
97197	09/21/2021	OUTAGAMIE COUNTY TREAS	20920	LANDFILL FEES FOR STREET SWEEPINGS	63-03-82000-290	1,201.52	
Total 97197:						1,201.52	
97198	09/21/2021	PJK CO INC	10023130	UPGRADE SCADA COMPUTER/SOFTWARE 2021	62-02-83400-390	8,611.18	
97198	09/21/2021	PJK CO INC	10023130	UPGRADE SCADA COMPUTER/SOFTWARE 2021	61-01-67801-390	6,000.00	
Total 97198:						14,611.18	
97199	09/21/2021	PRECISION SEALCOATING IN	01281	STREET SWEEPING 8/17/21-8/20/21	63-03-82000-290	8,004.00	
Total 97199:						8,004.00	
97201	09/21/2021	PRIMADATA LLC	55789	UTILITY BILLING (CYCLE 2)	61-01-92300-290	168.54	
97201	09/21/2021	PRIMADATA LLC	55789	UTILITY BILLING (CYCLE 2)	62-02-85100-290	168.54	
97201	09/21/2021	PRIMADATA LLC	55789	UTILITY BILLING (CYCLE 2)	63-03-82000-290	84.28	
97201	09/21/2021	PRIMADATA LLC	55790	UTILITY BILL POSTAGE (CYCLE 2)	61-01-90300-311	802.78	
97201	09/21/2021	PRIMADATA LLC	55790	UTILITY BILL POSTAGE (CYCLE 2)	62-02-85100-311	802.78	
97201	09/21/2021	PRIMADATA LLC	55790	UTILITY BILL POSTAGE (CYCLE 2)	63-03-82000-311	401.39	
Total 97201:						2,428.31	
97202	09/21/2021	SHERWIN INDUSTRIES INC	SS090385	2,100 MASTIC ONE PLEXI MELT	62-02-83100-390	1,703.36	
97202	09/21/2021	SHERWIN INDUSTRIES INC	SS090385	2,100 MASTIC ONE PLEXI MELT	62-02-83100-390	1,703.35	
Total 97202:						3,406.71	
97212	09/16/2021	AMERICAN CONSERVATION &	12934	AQUAHAWK V12.06 9/1-10/1/2021	61-01-92300-290	468.75	
97212	09/16/2021	AMERICAN CONSERVATION &	12934	AQUAHAWK V12.06 9/1-10/1/2021	62-02-85100-290	468.75	
Total 97212:						937.50	

Check Number	Check Issue Date	Payee	Invoice Number	Description	Invoice GL Account	Check Amount
97215	09/16/2021	FAITH TECHNOLOGIES INC	746219	CAMERA EQUIPMENT	61-00-39110	160.69
97215	09/16/2021	FAITH TECHNOLOGIES INC	746219	CAMERA EQUIPMENT	62-00-39110	160.69
97215	09/16/2021	FAITH TECHNOLOGIES INC	746219	CAMERA EQUIPMENT	63-00-37200	160.69
Total 97215:						482.07
97216	09/16/2021	FOX WEST REGIONAL SEWER	4900	OPERATIONS & MAINT - SEWERAGE AUG 2021	62-02-82601-290	92,286.87
97216	09/16/2021	FOX WEST REGIONAL SEWER	4900	EQUIPMENT REPLACEMENT-SEWERAGE - AUG 20	62-02-40301-000	9,130.44
97216	09/16/2021	FOX WEST REGIONAL SEWER	4900	DEBT SERVICE - SEWERAGE - AUG 2021	62-02-40400-000	43,647.94
Total 97216:						145,065.25
97217	09/16/2021	FRITSCH, ROBERT	091421-RF	REIMBURSEMENT-UTILITIES PD ON TOWN OWNE	63-00-10700	194.00
Total 97217:						194.00
97220	09/16/2021	OFFICE ENTERPRISES, INC	493054	ENVELOPE STUFFING MACHINE CONTRACT	61-01-92300-295	272.40
97220	09/16/2021	OFFICE ENTERPRISES, INC	493054	ENVELOPE STUFFING MACHINE CONTRACT	62-02-85100-295	272.40
97220	09/16/2021	OFFICE ENTERPRISES, INC	493054	ENVELOPE STUFFING MACHINE CONTRACT	63-03-82000-295	272.40
Total 97220:						817.20
97222	09/16/2021	SYSTEMS TECHNOLOGIES	804518	CAMERA INSTALLS	61-01-92300-295	300.77
97222	09/16/2021	SYSTEMS TECHNOLOGIES	804518	CAMERA INSTALLS	62-02-85100-295	300.77
97222	09/16/2021	SYSTEMS TECHNOLOGIES	804518	CAMERA INSTALLS	63-03-82000-295	300.77
Total 97222:						902.31
97223	09/16/2021	SYSTEMS TECHNOLOGIES	799315	SECURITY REPAIRS	61-01-92300-295	123.97
97223	09/16/2021	SYSTEMS TECHNOLOGIES	799315	SECURITY REPAIRS	62-02-85100-295	123.97
97223	09/16/2021	SYSTEMS TECHNOLOGIES	799315	SECURITY REPAIRS	63-03-82000-295	123.97
Total 97223:						371.91
97224	09/16/2021	WE ENERGIES	3802746860	GAS/ELECTRIC SVCS-1341 S CASALOMA DR PRO	63-00-10700	373.85
Total 97224:						373.85
Grand Totals:						187,742.55

Sanitary District Approval Date: \_\_\_\_\_

Check Issue Date	Payee	Invoice Number	Description	Invoice GL Acct	Check Amount
63					
09/03/2021	PSN	243797	SEPTEMBER BILLING	63-03-82000-290	49.95
Total 210903003:					49.95
Total 63:					49.95
Grand Totals:					49.95

Angie Cain, Town Clerk Angie Cain Date: 9/16/21

**TOWN OF GRAND CHUTE  
SANITARY DISTRICT #1  
2021 BUDGET STATEMENT  
AUGUST 2021**

	2021 BUDGET	CURRENT MONTH	2021 YTD	%	REMAINING BUDGET
<b>EXPENSES</b>					
PERSONNEL	498,140	59,151	403,929	81%	94,211
OPERATIONS AND MAINTENANCE	5,792,368	718,675	2,964,784	51%	2,827,584
Subtotal-Operating Expense	6,290,508	777,826	3,368,712	54%	2,921,796
DEBT SERVICE	375,000	-	190,000	51%	185,000
CAPITAL IMPROVEMENTS	1,025,640	204	(80,022)	-8%	1,105,662
Subtotal-Capital Expenses	1,400,640	204	109,978	8%	1,290,662
<b>TOTAL EXPENSE</b>	<b>7,691,148</b>	<b>778,030</b>	<b>3,478,690</b>	<b>45%</b>	<b>4,212,458</b>
<b>REVENUES</b>					
Operating Revenues	6,182,852	1,075,219	4,386,076	71%	1,796,776
Capital Revenues	155,500	1,196	1,442	1%	154,058
<b>TOTAL REVENUES</b>	<b>6,338,352</b>	<b>1,076,415</b>	<b>4,387,518</b>	<b>69%</b>	<b>1,950,834</b>
Operating Net Income	(107,656)		1,017,363.77		

**TOWN OF GRAND CHUTE  
SANITARY DISTRICT #2  
2021 BUDGET STATEMENT  
AUGUST 2021**

	2021 BUDGET	CURRENT MONTH	2021 YTD	% BUDGET	REMAINING BUDGET
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**EXPENSES**

PERSONNEL	364,940	36,947	302,597	83%	62,343
OPERATIONS AND MAINTENANCE	3,094,177	201,622	1,165,081	38%	1,929,096
Subtotal-Operating Expense	3,459,117	238,569	1,467,678	42%	1,991,439

DEBT SERVICE	40,000	-	40,000	100%	-
CAPITAL IMPROVEMENTS	165,640	52,260	65,180	39%	100,460
Subtotal-Capital Expenses	205,640	52,260	105,180	51%	100,460

<b>TOTAL EXPENSE</b>	<b>3,664,757</b>	<b>290,829</b>	<b>1,572,858</b>	<b>43%</b>	<b>2,091,899</b>
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**REVENUES**

Operating Revenues	3,482,300	465,347	2,298,010	66%	1,184,290
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Capital Revenues	103,500	2,186	2,376	2%	101,124
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<b>TOTAL REVENUES</b>	<b>3,585,800</b>	<b>467,532</b>	<b>2,300,386</b>	<b>64%</b>	<b>1,285,414</b>
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Operating Net Income	23,183		830,332		
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**TOWN OF GRAND CHUTE  
SANITARY DISTRICT #3  
2021 BUDGET STATEMENT  
AUGUST 2021**

	2021 BUDGET	CURRENT MONTH	2021 YTD	% BUDGET	REMAINING BUDGET
<b>EXPENSES</b>					
PERSONNEL	401,070	35,775	254,622	63%	146,448
OPERATIONS AND MAINTENANCE	1,553,420	46,467	394,774	25%	1,158,646
Subtotal-Operating Expense	1,954,490	82,241	649,396	33%	1,305,094
DEBT SERVICE	700,000	-	245,000	35%	455,000
CAPITAL IMPROVEMENTS	1,176,640	104,019	411,017	35%	765,623
Subtotal-Capital Expenses	1,876,640	104,019	656,017	35%	1,220,623
<b>TOTAL EXPENSE</b>	<b>3,831,130</b>	<b>186,261</b>	<b>1,305,413</b>	<b>34%</b>	<b>2,525,717</b>
<b>REVENUES</b>					
Operating Revenues	3,293,500	503,039	2,267,584	69%	1,025,916
Capital Revenues	180,800	463	116,446	64%	64,354
<b>TOTAL REVENUES</b>	<b>3,474,300</b>	<b>503,502</b>	<b>2,384,030</b>	<b>69%</b>	<b>1,090,270</b>
Operating Net Income	1,339,010		1,618,188		

**TOWN OF GRAND CHUTE  
EAST SIDE UTILITY DISTRICT  
2021 BUDGET STATEMENT  
AUGUST 2021**

	2021 BUDGET	CURRENT MONTH	2021 YTD	% BUDGET	REMAINING BUDGET
<b>EXPENSES</b>					
PERSONNEL	10,300	-	-	0%	10,300
OPERATIONS AND MAINTENANCE	25,790	123	6,055	23%	19,735
Subtotal-Operating Expense	36,090	123	6,055	17%	30,035
CAPITAL IMPROVEMENTS	-	-	-	0%	-
Subtotal-Capital Expenses	-	-	-	0%	0
<b>TOTAL EXPENSE</b>	<b>36,090</b>	<b>123</b>	<b>6,055</b>	<b>17%</b>	<b>30,035</b>
<b>REVENUES</b>					
Operating Revenues	42,771	3,404	37,118	87%	5,653
<b>TOTAL REVENUES</b>	<b>42,771</b>	<b>3,404</b>	<b>37,118</b>	<b>87%</b>	<b>5,653</b>
Operating Net Income	6,681	3,281	31,063		