



BOARD OF SUPERVISORS MEETING

Wednesday, March 06, 2024 at 6:30 PM

Town Hall Meeting Room, 8348 Hickory Ave, Larsen, WI 54947

AGENDA

CALL TO ORDER

- A. Pledge of Allegiance
- B. Verification of Notice
- C. Meeting Roll

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, February 21, 2024 Town Board Meeting

OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA

Individuals properly signed in may speak directly to the Town Board on non-repetitive Town Matters whether on or not on the agenda. Commentators must wait to be called, must speak from the podium, directing their comments to the Board. Comments must be orderly, and will be limited to a maximum of **2 minutes** per person. **Public comment is not permitted outside of this public comment period.** **Note:** The Board's ability to act on or respond to the public comments is limited by Chapter 19, Wis. Stats. Please complete the "Request to Speak at Meeting" form located on the agenda/sign-in table and submit the form to the Town Clerk for in-person attendance.

CORRESPONDENCE

- A. Distribution of the February 2024 Building Inspection Report
- B. Distribution of the meeting materials for the March 6, 2024 Fox West Regional Sewerage Commission Meeting

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

- A. County Board Supervisor Report
- B. Winnebago County Sheriff's Department – Public Concerns and Issues
- C. Department of Public Safety Report
- D. Larsen/Winchester Sanitary District Report
- E. Administrator's Report
- F. Chair & Supervisor Reports

BUSINESS

- A. Discussion/Action: Town Board review & consideration on available options for the required bird deterrent on the regional stormwater pond located along Wing Ln & Eagle Heights Dr.
- B. Review/Discussion: Town Board review & discussion on adding signage to Trailhead Park in recognition of the continued improvements made by Larsen-Winchester Lions Club.

- C. Discussion/Action: Town Board review & consideration of the matter of the Hazel Furman cemetery plot located in Clayton Cemetery.

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - March 20; Apr 3 & 17; May 1 & 15
- B. Plan Commission (6:30 pm start unless otherwise noted) - March 13; Apr 10; May 8
- C. Annual Town Meeting - April 16
- D. Annual Reorganizational Meeting - April 17

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

Respectfully submitted,

Russell D. Geise
Town Chairperson

Pursuant to Wisconsin Statute 19.84 (2) and (3) notice is hereby given to the public and the media that two or more members of any or all Boards, Commissions, and Committees of the Town of Clayton, may attend the meeting of the Town Board in order to gather information. For purposes of the Open Meetings Law only; attendance at a meeting by a quorum of members of the Town Boards, Commissions, and Committees constitutes a meeting of the Board, Commission, or Committee, pursuant to Badke Vs. Village Board of Village of Greendale, 173 Wis2d 553, 494 NW2d 408 (1993), and must be noticed as such, although it is not contemplated that any formal action by those bodies will be taken. The only business to be conducted is for Town Board action.

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please call the Town Office at 920.836.2007.

This agenda has been posted at the following locations in the Town of Clayton:

- 1. The Town Hall Posting Board – 8348 Hickory Ave, Larsen, WI 54947
- 2. The Town’s Web Page: --



BOARD OF SUPERVISORS MEETING

Wednesday, February 21, 2024 at 6:30 PM

Town Hall Meeting Room, 8348 Hickory Ave, Larsen, WI 54947

MINUTES

CALL TO ORDER – Chair Geise called the meeting to order at 6:30 pm

- A. Pledge of Allegiance
- B. Verification of Notice
- C. Meeting Roll

PRESENT

Town Chair Geise
 Supervisor Lettau
 Supervisor Grundman
 Supervisor Christianson
 Supervisor Reif

STAFF

Administrator Wisnefske
 Clerk Faust-Kubale
 Treasurer Fietzer
 Attorney LaFrombois

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, February 7, 2024 Town Board Meeting

MOTION

Motion made by unanimous consent to approve the Wednesday, February 7, 2024 Town Board Meeting Minutes.

Motion carried by unanimous voice vote.

OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA – NONE

CORRESPONDENCE

- A. Distribution of the January 2024 Winnebago County Tonnage Report
- B. Distribution of a Memo from the Wisconsin US Attorneys concerning Threats to Election Workers & Administrators
- C. Distribution of the Municipal Law Newsletter form BoardmanClerk received February 13, 2024

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

- A. Winnebago County Sheriff's Department – Public Concerns and Issues
- B. Department of Public Safety Report
- C. Larsen/Winchester Sanitary District Report
- D. Administrator's Report

E. Chair & Supervisor Reports

BUSINESS REFERRED BY THE PLAN COMMISSION

- A. Plan Commission Recommendation: Motion to postpone a Conditional Use Application submitted by Kunes Appleton Properties LLC for a proposed addition to the existing heavy vehicle sales and rental principal building located at 2615 West American Drive, specifically described as Tax ID #006-0341-01.

DISCUSSION ITEM ONLY - NO ACTION TAKEN

- B. Plan Commission Recommendation: Motion to postpone a Site Plan Application submitted by Kunes Appleton Properties LLC for a proposed addition to the existing heavy vehicle sales and rental principal building located at 2615 West American Drive, specifically described as Tax ID #006-0341-01.

DISCUSSION ITEM ONLY - NO ACTION TAKEN

- C. Plan Commission Discussion: Plan Commission review & discussion on a Concept Plan Review Application submitted by Scott Andersen on behalf of the Arden & June Schroeder Joint Revocable Trust, for a proposed Certified Survey Map (CSM) dividing/reconfiguring Tax ID #006-0035, Tax ID #0036-0033 (9457 State Rd 76), and Tax ID #006-1204-01 into two lots with a proposed road extension of Memory Lane.

DISCUSSION ITEM ONLY - NO ACTION TAKEN**BUSINESS**

- A. Discussion/Action: Town Board review & consideration of approving the CY 2024 farm leases for the following Town-owned properties:
- Leslie Ory: Tax ID #006-0391-05; Total of 7.11 acres
 - Mall View Farms LLC: Tax ID #s 006-0339-06; 006-0339-07; 006-0344; 006-0345; Total of 22.51 acres
 - Van De Loo Farms LLC: Tax ID #006-0319-04-02; Total of 1.75 acres
 - Daniel Seelow: Tax ID #006-0328-01; Total of 22.37 acres

MOTION

Motion made by unanimous consent to approve the renewal of the leases with Leslie Ory, Mall View Farms LLC, Van De Loo Farms LLC, and Daniel Seelow as presented at a lease price of \$110.00 per acre.

Motion carried by unanimous voice vote.

- B. Discussion/Action: Town Board review & consideration of changes to the Town of Clayton Yard Waste Site operations.

MOTION

Motion made by unanimous consent to approve the hours and opening date changes for the Town-operated Yard Waste Site.

Motion carried by unanimous voice vote.

- C. Discussion/Action: Town Board review & consideration of Resolution 2024-001 Authorizing Appointment of Agent - Nicholas Blythe KBN LLC, DBA Willie Beamons

MOTION

Motion made by Supervisor Reif, **Seconded** by Supervisor Grundman to approve Resolution 2024-001 Authorizing Appointment of Agent Nicholas Blythe for KBN LLC, DBA Willie Beamons.

Voting Yea: Town Chair Geise, Supervisor Lettau, Supervisor Grundman, Supervisor Christianson, Supervisor Reif

Motion carried 5-0.

REVIEW OF DISBURSEMENTS

- A. Check Summary Register

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - March 6 & 20; Apr 3 & 17; May 1 & 15
- B. Plan Commission (6:30 pm start unless otherwise noted) - March 13; Apr 10; May 8
- C. Annual Town Meeting - April 16
- D. Annual Reorganizational Meeting - April 17

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION

Motion made by unanimous consent to adjourn at 6:55 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk

INTERMUNICIPAL REPORT FEBRUARY 2024 PERMITTING

DATE	PERMIT #	OWNER	ADDRESS	DESCRIPTION	CONTRACTOR	EST. PROJECT COST	PERMIT FEE	BLDING INSPECTOR FEE
TOWN OF CLAYTON PERMITS:								
2/12/2024	22-24-2B	TYLER VERHAGEN	8372 ST NORBERT	NSFD	GENERATION BLDGS	\$ 354,000.00	\$ 660.00	\$ 528.00
2/13/2024	23-24-2B	ALAN FRIGO	9349 HAWK VIEW	BASEMENT REMOD	SELF	\$ 25,000.00	\$ 400.00	\$ 320.00
2/13/2024	24-24-2E	ALAN FRIGO	9349 HAWK VIEW	REMOD ELECT	SELF	\$ 1,000.00	\$ 187.86	\$ 150.29
2/13/2024	24-24-2P	ALAN FRIGO	9349 HAWK VIEW	REMOD PLUMB	SELF	\$ 2,000.00	\$ 187.86	\$ 150.29
2/13/2024	25-24-2P	JENNIFER HIBBERT	2953 RIDGEWAY	REPLACE WATER HEATER	BLACK-HAAK	\$ 2,000.00	\$ 75.00	\$ 60.00
2/13/2024	26-24-2E	MICHAEL HOPKINS	2842 OAKRIDGE	SERVICE	BLACK-HAAK	\$ 3,000.00	\$ 75.00	\$ 60.00
2/13/2024	27-24-2H	CR FOCHS	2770 TOWN CT	COMMERCIAL HVAC	PALISADES HVAC	\$ 4,515.00	\$ 327.00	\$ 261.60
2/15/2024	28-24-2B	DARALD KASTEN	4894 FAIRVIEW	ADDN	SELF	\$ 75,000.00	\$ 382.84	\$ 306.27
2/15/2024	29-24-2B	KYLE GUSTAFSON	9346 BROAD MEADOW	NSFD	CYPRESS HOMES	\$ 650,000.00	\$ 882.68	\$ 706.14
2/27/2024	30-24-2B	JACOBS HOMES	2601 & 2603 ST THOMAS	NEW DUPLEX	JACOBS HOMES	\$ 400,000.00	\$ 1,027.76	\$ 822.21
2/27/2024	31-24-2E	JEFF HOUTS	7568 BLACK TOP WAY	NSFD ELECT	CR FOCHS	\$ 22,000.00	\$ 429.48	\$ 343.58
2/28/2024	32-24-2H	TINA SCHINDERLE	8194 GOLF COURSE	REPLACE FURNACE	BLACK-HAAK	\$ 8,000.00	\$ 75.00	\$ 60.00
2/28/2024	33-24-2H	CURTIS BALTZ	2560 E SHADY	REPLACE FURNACE	MODERN SHEET METAL	\$ 4,599.00	\$ 75.00	\$ 60.00
2/28/2024	34-24-2P	KYLE GUSTAFSON	9346 BROAD MEADOW	NSFD PLUMB	SBS PLUMING	\$ 30,000.00	\$ 423.48	\$ 338.78
2/28/2024	35-24-2E	CLAYTON DEVELOPMENT	2642&2644 PRINCETON	NEW DUPLEX ELECT	QUANTUM ELECT	\$ 20,000.00	\$ 476.04	\$ 380.83
2/28/2024	36-24-2E	CLAYTON DEVELOPMENT	2648&2650 PRINCETON	NEW DUPLEX ELECT	QUANTUM ELECT	\$ 20,000.00	\$ 476.04	\$ 380.83
TOTALS						\$ 1,267,114.00	\$ 5,501.04	\$ 4,400.83
TOWN OF WINNECONNE PERMITS:								
2/6/2024	4-24-2B	JON MCMURTRIE	5701 EAGLEVIEW	BASEMENT REMOD	DON SPRINGHETTI	\$ 180,000.00	\$ 282.00	\$ 225.60
2/7/2024	5-24-2E	PINNACLE PROPERTIES	6460 SUNSHINE HARBOUR	NSFD ELECT	COUNTRYSIDE ELECT	\$ 23,000.00	\$ 214.11	\$ 171.29
2/7/2024	6-24-2E	BRAD HIMSEL	5326 EVERBREEZE	NSFD ELECT	TETZLAFF ELECT	\$ 20,000.00	\$ 228.06	\$ 182.45
2/7/2024	7-24-2P	BRAD HIMSEL	5326 EVERBREEZE	NSFD PLUMB	QUANDT PLUMB	\$ 23,000.00	\$ 228.06	\$ 182.45
2/7/2024	8-24-2H	BRAD HIMSEL	5326 EVERBREEZE	NSFD HVAC	FONDY HVAC	\$ 18,000.00	\$ 228.06	\$ 182.45
2/7/2024	9-24-2B	TOM LANDRUM	5147 N HARBOUR	BASEMENT REMOD	SELF	\$ 10,000.00	\$ 116.00	\$ 92.80
2/7/2024	10-24-2E	TOM LANDRUM	5147 N HARBOUR	BASEMENT REMOD ELECT	SELF	\$ 1,000.00	\$ 55.80	\$ 44.64
2/26/2024	11-24-2B	AARON STEINBRENNER	6822 LAKESHORE	FOUNDATION REPAIR	AREA WATER PROOFING	\$ 15,590.00	\$ 50.00	\$ 40.00
2/26/2024	12-24-2E	TERI ALDERSON	6194 CLARK POINT	SOLAR INSTALL	ENDRIES SOLAR	\$ 13,500.00	\$ 60.00	\$ 48.00
2/28/2024	13-24-2B	JASON GARBISCH	6874 SUNSET TR	RAZE BOAT HOUSE	WALLY SCHMID EXCAVATING	\$ 4,600.00	\$ 40.00	\$ 32.00
2/28/2024	14-24-2P	PINNACLE PROPERTIES	6460 SUNSHINE HARBOUR	NSFD PLUMB	INTGRITY PLUMB	\$ 22,000.00	\$ 214.11	\$ 171.29
TOTALS						\$ 150,690.00	\$ 1,434.20	\$ 1,147.36

FOX WEST REGIONAL SEWERAGE COMMISSION

1965 W. Butte Des Morts Beach Rd.
Neenah, WI 54956

Phone (920) 739-7921
Fax (920) 739-1343
gcmwsc@new.rr.com



February 29, 2024

Town Clerk
Town of Grand Chute
1900 W Grand Chute Blvd
Grand Chute, WI 54913

Village Clerk
Village of Greenville
P O Box 60
Greenville, WI 54942

Village Clerk
Village of Fox Crossing
2000 Municipal Drive
Neenah, WI 54956

Town Clerk
Town of Clayton
8348 County Road T
Larsen, WI 54947

Ms. Ellen Skerke
Town of Neenah
1655 County Road A
Neenah, WI 54956

The Post Crescent
P O Box 59
Appleton, WI 54912

Mr. Andrew Rossmeissl
Herrling Clark Law Firm
800 North Lynndale Drive
Appleton, WI 54914

PUBLIC NOTICE

Public Notice is hereby given that there will be a **REGULAR MEETING OF THE FOX WEST REGIONAL SEWERAGE COMMISSION** on Wednesday, March 6, 2024 at 4:00 P.M. The Regular Meeting will be held at the McMahon Associates headquarters at 1445 McMahon Drive in Neenah. The meeting will also be held via teleconference.

Respectfully submitted,

FOX WEST REGIONAL S.C.

A handwritten signature in blue ink that reads 'Melissa Starr'.

Melissa Starr
Accounting Clerk

FOX WEST REGIONAL SEWERAGE COMMISSION

1965 W. Butte Des Morts Beach Rd.
Neenah, WI 54956

Phone (920) 739-7921
Fax (920) 739-1343
gcmwsc@new.rr.com



AGENDA For REGULAR MEETING Wednesday March 6, 2024 4:00 P.M.

The meeting will also be held via teleconference.

CALL TO ORDER OF REGULAR MEETING

ROLL CALL

APPROVAL OF AGENDA

**SECRETARY'S
REPORT:**

- Approve Minutes of Regular Meeting (02/07/2024)

**TREASURER'S
REPORT:**

- Approve Voucher List
- Discussion / Review of Bank & Budget Statements
-

Discussion/Action

**PRESIDENT'S
REPORT:**

-

**MANAGER'S
REPORT:**

- Review/Approve Monthly Operational Summary
-

ENGINEER'S REPORT:

- Fine Screen Engineering Update

OLD BUSINESS:

-

NEW BUSINESS:

-

ADJOURNMENT:

FOX WEST REGIONAL SEWERAGE COMMISSION

Item B.



1965 W. Butte Des Morts Beach Rd.
Neenah, WI 54956

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REGULAR MEETING MINUTES

February 7, 2024

Notice of the Regular Meeting was distributed by Melissa Starr to all Commissioners; the Clerks of the Town of Grand Chute, Village of Fox Crossing, Village of Greenville, Town of Clayton, & Town of Neenah; the Post Crescent; and posted on the bulletin board at the Regional Office. The Regular Meeting was called to order by President Dale Youngquist at 4:01 pm.

PRESENT:

Beth English	Jason Van Eperen	Greg Ziegler
Mark Strobel	Ron Wolff Jr.	Brandon Kaufman (MCO)
Mike Van Dyke	Dale Youngquist	Melissa Starr (MCO)

Guests: Chad Olsen (McMahon), Richard Downey (Grand Chute).

APPROVAL OF AGENDA:

A motion was made by Mike Van Dyke to approve the Agenda as presented, second by Greg Ziegler. *Motion Carried.*

SECRETARY'S REPORT:

Minutes

A motion was made by Mike Van Dyke to approve the Minutes of the Regular Meeting held on January 3, 2024; second by Greg Ziegler. *Motion Carried.*

TREASURER'S REPORT:

Voucher List

President Youngquist asked if there were any questions or concerns with the Voucher List. Hearing none, a motion was made by Mike Van Dyke to approve the Voucher List as presented; second by Greg Ziegler. *Motion Carried.*

Bank & Budget Statements

President Youngquist asked if there were any questions regarding the bank and budget statements. Accounting Clerk Starr shared her plan for moving funds within the accounts at ANB in order to earn higher interest as requested by commissioners at the last meeting. Commissioners agreed with clerk Starr's plan to move funds. After discussion, a motion was made by Greg Ziegler to approve the Bank & Budget Statements; second by Mike Van Dyke. *Motion Carried.*

PRESIDENT'S REPORT:

No items to report

MANAGER'S REPORT:

Operational Summary

Manager Kaufman discussed his written report; additional details were provided on: Employee Retirement: Bill's last day is March 1st. MCO has hired his replacement, and he has been training since the beginning of the year. Manager Kaufman asked the commissioners what the past practice has been for retirements, and how they would like to proceed with this one. Mike Van Dyke suggested doing lunch, cake, and a gift card for Bill, and asked that the commissioners be invited to attend. Manager Kaufman will plan the event and will share details with commissioners so they can attend if able. ATAD Plug Valves: The valves can be configured to back flush the header pipe in order to free rag material from the inner nozzles. When this was done recently, it was determined that the valves on the suction side of the jet pumps do not hold, and either need to be replaced or rebuilt. Manager Kaufman received quotes from Crane for \$19,706.00 for a new 24" valve (does not include installation), and Ferguson for \$9,363.92 for rebuild kits for the existing 24" valve (Fox West staff will install). Manager Kaufman decided to go with the rebuild kit and see if it is useful for all of them to have. Greg Ziegler congratulated Manager Kaufman for continuing to meet DNR permit limits, asked if the power outage negatively impacted the plant, and inquired about McCain's annual report status. Manager Kaufman explained the outage was only for a couple of hours as WE Energies was working down the road from the plant and blew a fuse, however, there was no significant impact on the plant. He also explained that McCain has had turnover with retirements lately, but they did submit their annual report.

After discussion a motion was made by Mike Van Dyke to approve the Operational Summary; second by Greg Ziegler. *Motion Carried.*

ENGINEER'S REPORT:

Finescreen/Blower/Generator Project Update

Chad Olsen shared that he has been talking with various manufacturers about the finescreen options available, and explained he and manager Kaufman are leaning towards the center-flow band screen. Originally, getting rid of the conveyors was the plan, however, feedback that finer material may pack tighter and clog up the whole works has caused us to look at the use of conveyors again. The generator is being designed by McMahan and is in progress. Chad provided additional details on the blower units; three of the blowers were put in roughly twelve years ago, and will no longer be serviced. There are two types of blowers that are being looked at; Turbo and Hybrid. Chad shared some of the pros and cons of each blower, and Manager Kaufman explained that he wants to talk with the operators at Ford Atkinson because they have both types of blowers and he would like their input as to which they prefer so he can make a more informed decision. President Youngquist asked about a probable timeframe for the projects and Chad said bids will likely occur in 2024, and installation should likely happen in 2025.

Fox West Regional SC
Regular Meeting Minutes
February 7, 2024
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ADJOURNMENT

A motion was made by Mike Van Dyke to adjourn the meeting, second by Greg Ziegler. *Motion Carried.*

Meeting adjourned at 4:51 pm.

ATTEST

Greg Ziegler, Secretary

Melissa Starr, Accounting Clerk

**FOX WEST REGIONAL
SEWERAGE COMMISSION**
For Approval on: 03/06/2024

PREAUTHORIZED FEBRUARY PAYABLES

CHECK NO	DATE		Amount
38211-38213	02/06/24	Plant Payroll - Net (#24-03)	\$ 4,926.76
WDC020624	02/06/24	Wisconsin Def Comp (#24-03)	\$ 70.00
		FSA WITHHOLDING (#24-03)	\$ 149.99
38239	02/12/24	Town of Grand Chute (Life & Dental Insurance, FSA fee)	\$ 397.01
38240	02/12/24	Town of Grand Chute - FSA Claim	\$ 347.35
38241	02/12/24	WE Energies (\$5,847.43 Heat/\$51,536.10 Electric)	\$ 57,383.53
38242-38244	02/20/24	Plant Payroll - Net (#24-04)	\$ 4,985.14
WDC022024	02/20/24	Wisconsin Def Comp (#24-04)	\$ 70.00
	02/20/24	FSA WITHHOLDING (#24-04)	\$ 149.99
38245	02/19/24	Spectrum/Charter Communications (\$149.02 Internet/\$147.85 Telephone)	\$ 296.87
38246	02/19/24	VISA (\$435.85-Fuel/\$2,544.68-software support/\$61.69-Paper Products/\$143.48-Stamps/Postage/\$434.64-Lab Frig/\$94.64-Mower Deck Belts/\$51.68-Tax Forms/\$587.63-Seal&Sleeve Kits)	\$ 4,354.29
WGH022424	02/24/24	Dept of Employee Trust (MARCH HEALTH INVOICE)	\$ 7,050.96
EFTPS022924	02/29/24	Federal Payroll Taxes (FEBRUARY Federal Tax Withholding)	\$ 3,526.66
WDR022924	02/29/24	Wisconsin Dept Revenue (FEBRUARY State Tax Withholding)	\$ 580.71
WRS022924	02/29/24	Dept of Employee Trust (JANUARY PENSION)	\$ 2,496.98
			<u>\$86,786.24</u>

**FOX WEST REGIONAL
SEWERAGE COMMISSION -**

MONTHLY PAYABLES

VOUCHER LIST - 03/06/2024

PAGE 2

Amount

CHECK NO	DATE		Amount
38247-38253	03/06/24	Commissioner's Wages (Net) Commission Wages (February Mtg)	\$1,239.74
38254	03/06/24	Ryan Wiitanen Safety Shoe Reimbursement	\$194.12
38255	03/06/24	Aquachem Ferric Chloride 19.32 Tons	\$25,050.79
38256	03/06/24	B&M Technical Services Programming Changes for Effluent Sampler	\$595.00
38257	03/06/24	Badger Labs Lab Testing; Fecal Coliform & Metals	\$904.00
38258	03/06/24	Batteries Plus Batteries for Generator	\$481.40
38259	03/06/24	Crane Engineering Impellers for ATAD Foam Pumps	\$12,834.00
38260	03/06/24	Cummins Solenoid and Service Call	\$944.61
38261	03/06/24	Faith Technologies Install Phosphate Analyzer	\$8,569.68
38262	03/06/24	Ferguson Rebuild Parts for ATAD Jet Pump Suction Valves	\$11,083.92
38263	03/06/24	GFL Trash & Recycling Services	\$1,751.64
38264	03/06/24	Grainger Seal Kit, Pleated Air Filter, Gasket, Shaft Sleeve, Blower Belts	\$2,128.60
38265	03/06/24	Hach Refrig Transition Assy, Power Supply Effluent Sampler	\$2,697.20
38266	03/06/24	Heartland Monthly IT Services, T&M for Onsite/Remote Labor	\$581.34
38267	03/06/24	LAI Rebuild Kit for Hydraulic Cylinder on Belt Press Stearing Roll	\$510.53
38268	03/06/24	Midwest Contract Operations Contract Operations	\$55,393.94
38269	03/06/24	MEG 2024 Membership Dues	\$2,250.00

**FOX WEST REGIONAL
SEWERAGE COMMISSION -**

MONTHLY PAYABLES

VOUCHER LIST - 03/06/2024

PAGE 2

CHECK NO	DATE		Amount
38270	03/06/24	NCL Lab Supplies & Chemicals	\$887.11
38271	03/06/24	Splendid Cleaing Service Monthly Building Maintenance	\$379.00
38272	03/06/24	Superior Chemical Degreaser	\$148.54
38273	03/06/24	UniFirst Employee Uniforms, Mats, Bagged & Terry Wipers	\$463.62
38274	03/06/24	Werner Electirc Supply Relay for Grit Building MCC	\$24.86
			<hr/> \$129,113.64 <hr/>

CHECK NO	DATE		Amount
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EQUIPMENT REPLACEMENT

03/06/24	Hach		\$9,775.80
		Controller for Effluent Sampler & Lab Spectrophotometer	
		Total Equipment Replacement	\$9,775.80

DEPRECIATION EXPENSE

Total Depreciation	\$0.00
---------------------------	---------------

Preauthorized FEBRUARY Expenses	\$86,786.24
Monthly Payables	\$129,113.64
Equipment Replacement Expense	\$9,775.80
Depreciation Expense	\$0.00
	\$225,675.68

Disbursements Not Approved:

Approved by Commission:

Mark Strobel

Date

2024 INTEREST EARNINGS
January 31, 2024

gl #s	Operations				Future	Replacement	Bond Redemption		Depreciation		TOTAL
	Checking	WH Deposit Winnebago	WH Deposit Geenan	Savings	C.D. Matures 9/12/24	MONEY MARKET	MONEY MARKET	LGIP	MONEY MARKET	LGIP	
	0.05%	0.01%	0.01%	1.00%	5.19%	5.25%	5.46%	5.39%	5.25%	5.39%	
	ANB	ANB	ANB	COMM1st	COMM1st	ANB	ANB	LGIP	ANB	LGIP	
Jan	28.63	-	-	-	5,661.18	2,965.81	3,448.03	4,284.49	722.47	7,501.14	\$24,611.75
Feb											\$0.00
Mar											\$0.00
Apr											\$0.00
May											\$0.00
Jun											\$0.00
Jul											\$0.00
Aug											\$0.00
Sep											\$0.00
Oct											\$0.00
Nov											\$0.00
Dec											\$0.00
TOTALS:	\$28.63	\$0.00	\$0.00	\$0.00	\$5,661.18	\$2,965.81	\$3,448.03	\$4,284.49	\$722.47	\$7,501.14	\$24,611.75
	\$28.63				\$5,661.18	\$2,965.81	\$7,732.52		\$8,223.61		
acct #'s	-17	-87	-87	-5400	-4959	-92	-23	-1	-11	-2	
acct \$'s	\$503,431.76	\$506.82	\$502.13	\$721.60	\$1,321,378.85	\$710,447.04	\$849,755.44	\$942,600.71	\$166,541.39	\$1,650,271.06	\$6,146,156.80

ACCOUNT LISTING
11/30/2023

American Nat'l Bank	Operations - Checking	\$503,431.76	0.05%
American Nat'l Bank	Operations - WH Deposit	\$506.82	0.01%
American Nat'l Bank	Operations - WH Deposit	\$502.13	0.01%
Community 1st CU	Operations - Savings	\$721.60	1.00%
Community 1st CU	Future Capital - CD	\$1,321,378.85	5.19%
American Nat'l Bank	Replacement - Money Market	\$710,447.04	5.25%
American Nat'l Bank	Bond Redemption - Money Market	\$849,755.44	5.46%
LGIP	Bond Redemption - LGIP	\$942,600.71	5.39%
American Nat'l Bank	Depreciation - Money Market	\$166,541.39	5.25%
LGIP	Depreciation - LGIP	\$1,650,271.06	5.39%
	Total Funds:	\$6,146,156.80	

**FOX WEST REGIONAL SEWERAGE COMMISSION
BANK STATEMENT**

CASH RECEIPTS & DISBURSEMENTS FOR THE MONTH OF JANUARY 2024

CHECKING ACCOUNT

Beginning Balance		\$631,756.12
Receipts:		
User Fees Received	\$207,788.70	
Vactor-Waste Fees Received	4,167.67	
Lab/MISC Fees Received	6.45	
Septic Haulers Fees	13,632.75	
Interest Earned @ 0.05% / ANB	28.63	
Transfers from:		
Equipment Replacement	22,217.00	
Bond Redemption	-	
Depreciation	-	
Total Receipts:	\$247,841.20	
Total Available		\$879,597.32
Disbursements:		
Commissioners Wages (net)	\$1,239.67	
Plant Personnel Wages (net)	6,538.48	
Plant Personnel Wages (net)	4,882.83	
Plant Personnel Wages (net)	-	
Gen. Operating Expense	\$219,685.43	
Equipment Replacement	22,217.00	
Depreciation	-	
Transfers To:		
Misc ledger adjustment	-	
Equipment Replacement	34,337.68	<i>Dec Inv. - Jan receipts</i>
Bond Redemption	87,444.97	<i>Dec Inv. - Jan receipts</i>
Depreciation	-	
Total Disbursements:	\$376,346.06	
TOTAL CHECKING - Per General Ledger		\$503,251.26
	checks outstanding:	\$180.50
	actual checkbook balance at month-end- Per Bank Statement:	\$503,431.76

COMM FIRST CU SAVINGS ACCOUNT

Beginning Balance	\$721.60	
Interest Earned @ 1.00% / COM 1st	-	
Total Savings Acct Balance		\$721.60

EQUIPMENT REPLACEMENT ACCOUNT

Beginning Balance	\$695,360.55	
Interest Earned @ 5.25% / ANB	2,965.81	
Transfer from Checking	34,337.68	
Transfer to Checking	\$ (22,217.00)	
Total Equip Replacement Acct Balance		\$710,447.04

BANK STATEMENT-1/31/24

PAGE 2

FUTURE CAPITAL ACCOUNT

Beginning Balance	\$1,315,717.67	
Interest Earned @ 5.19% / COM 1st - CD	5,661.18	
TOTAL FUTURE CAPITAL		\$1,321,378.85

BOND REDEMPTION ACCOUNTS

Beginning Balance - Money Market Account	\$758,862.44	
Interest Earned @ 5.46% / ANB	3,448.03	
Transfer from Checking	87,444.97	
Transfer to STATE WIS - CWF loan payment	-	
Wire Transfer Fee	-	
Total Bond Redemption MM Acct Balance	\$849,755.44	

Beginning Balance - LGIP Account	\$938,316.22	
Interest Earned @ 5.39% / LGIP	\$4,284.49	
Deposit	-	
Withdrawal (STATE WIS - CWF loan payment)	-	
Total Bond Redemption LGIP Acct Balance	\$942,600.71	

TOTAL BOND REDEMPTION \$1,792,356.15

DEPRECIATION ACCOUNTS

Beginning Balance - Money Market Account	\$165,818.92	
Interest Earned @ 5.25% / ANB	722.47	
Transfer from Checking	-	
Transfer to Checking	-	
Total Depreciation Acct Balance	\$166,541.39	

Beginning Balance - LGIP Account	\$1,642,769.92	
Interest Earned @ 5.39%	7,501.14	
Total Depreciation LGIP Acct Balance	\$1,650,271.06	

TOTAL DEPRECIATION ACCOUNT \$1,816,812.45

SUMMARY

ANB CHECKING ACCOUNT	\$503,251.26
COMM FIRST CU SAVINGS ACCOUNT	\$721.60
EQUIPMENT REPLACEMENT ACCOUNT	710,447.04
FUTURE CAPITAL CD ACCOUNT	\$1,321,378.85
BOND REDEMPTION ACCOUNTS	1,792,356.15
DEPRECIATION ACCOUNTS	1,816,812.45
PETTY CASH & WASTEHAULER DEPOSITS	\$1,208.95
TOTAL FUNDS AVAILABLE	\$6,146,176.30

Fox West Regional Sewerage Commission
Income Statement with Previous Year Comparison
January 31, 2024

	<u>January 24</u>	<u>January 23</u>	<u>Jan - Feb 24</u>	<u>Jan - Feb 23</u>	<u>Y-T-D \$ Change</u>
Operations & Maintenance Income					
Grand Chute	68,548.40	78,118.26	68,548.40	148,217.01	-79,668.61
Clayton	3,101.01	3,503.35	3,101.01	6,623.42	-3,522.41
Fox Crossing	44,709.89	58,458.78	44,709.89	109,487.24	-64,777.35
Greenville	38,691.39	35,086.27	38,691.39	66,842.32	-28,150.93
Total Operation/Maint Income	\$155,050.69	\$175,166.66	\$155,050.69	\$331,169.99	(\$176,119.30)
Operations & Maintenance Expenses					
Wages & Benefits					
Commissioner Pay	1,418.15	1,222.70	2,836.30	2,445.40	390.90
Employee Pay	18,094.08	16,879.05	33,690.28	32,028.85	1,661.43
Employee Benefits	8,022.62	7,468.60	16,479.72	15,111.51	1,368.21
Utilities					
Electric	50,365.81	49,045.30	101,901.91	102,609.26	-707.35
Natural Gas & Water	3,762.07	7,463.62	9,609.50	20,099.48	-10,489.98
Chemicals					
Ferric Chloride	37,900.32	21,922.85	62,951.11	44,233.11	18,718.00
Polymer	0.00	0.00	0.00	0.00	0.00
Other Chemicals	0.00	0.00	0.00	0.00	0.00
General Operations					
Contract Operations	47,035.80	45,350.97	121,955.33	94,071.60	27,883.73
Rugs, Linens, Uniforms	554.76	449.42	1,018.38	905.49	112.89
Grit & Refuse Hauling	3,050.81	1,619.29	4,745.01	3,139.67	1,605.34
Other Operations	495.12	797.13	1,373.64	1,917.43	-543.79
Sludge					
Sludge Disposal	0.00	0.00	0.00	0.00	0.00
Other Sludge Exp.	0.00	0.00	0.00	0.00	0.00
Plant Maint.					
Maintenance of Operations	12,834.00	753.38	12,834.00	3,358.27	9,475.73
Other Plant Maintenance	1,999.33	15,083.31	28,682.44	21,993.33	6,689.11
Lab					
Lab Operations	3,271.97	1,945.53	6,563.28	5,751.72	811.56
WPDES Compliance Monitor	0.00	0.00	0.00	0.00	0.00
Administrative & General Expenses					
Insurance & Legal	48,962.00	51,298.00	48,962.00	51,298.00	-2,336.00
Annual Audit	0.00	0.00	0.00	0.00	0.00
Office, Postage, Phone, etc	574.73	853.88	4,192.78	2,320.42	1,872.36
DNR Environment Fees	0.00	0.00	0.00	0.00	0.00
Other General/Admin	218.15	27.75	412.27	27.75	384.52
Total Operating Expenses	\$238,559.72	\$222,180.78	\$458,207.95	\$401,311.29	\$56,896.66
Gross Income (Loss)	(\$83,509.03)	(\$47,014.12)	(\$303,157.26)	(\$70,141.30)	(\$233,015.96)
Other Operations Income					
Other Income					
Interest Income	24,611.75	10,404.82	24,611.75	18,205.60	6,406.15
Waste Hauler Income	13,192.69	13,595.98	13,192.69	29,961.71	-16,769.02
Lab Testing/Vac-Waste/Misc	10,634.64	6,399.41	10,634.64	9,651.41	983.23
Other Operations Income	\$48,439.08	\$30,400.21	\$48,439.08	\$57,818.72	(\$9,379.64)
Operating Fund Income (Loss)	(\$35,069.95)	(\$16,613.91)	(\$254,718.18)	(\$12,322.58)	(\$242,395.60)
Replacement, Debt, Depreciation					
Repl.					
Repl. Income from Users	39,171.00	34,337.64	39,171.00	68,675.30	-29,504.30
Repl. Fund Expenses	54,310.80	6,832.00	60,385.80	6,832.00	53,553.80
Debt					
Debt Service from Users	87,418.67	92,327.05	87,418.67	184,654.11	-97,235.44
Debt Service Interest	12,922.09	15,016.68	12,922.09	30,033.36	-17,111.27
Depr.					
Depr. Income from Users	0.00	0.00	0.00	0.00	0.00
Depr. Fund Expenses	2,970.00	0.00	2,970.00	0.00	2,970.00
Income (Loss) for Replacement, Debt, Depreciation	\$56,386.78	\$104,816.01	\$50,311.78	\$216,464.05	(\$166,152.27)
Reconciliation Discrepancies / Audit GASB / Plant Depreciation	0.00	0.00	0.00	0.00	0.00
Net Income (Loss)	\$21,316.83	\$88,202.10	(\$204,406.40)	\$204,141.47	(\$408,547.87)

Fox West Regional Sewerage Commission
Balance Sheet Summary with Previous Year Comparison
As of January 31, 2024

Item B.

	JAN 31, 24	JAN 31, 23	\$ Change	% Change
ASSETS				
<u>Current Assets</u>				
<u>Cash & Investments</u>				
Checking-American Nat'l	503,251.26	516,896.56	-13,645.30	-2.64%
Cash-Wastehauler's Deposits	1,008.95	1,011.85	-2.90	-0.29%
Petty Cash	200.00	200.00	0.00	0.0%
Savings-Comm 1st	721.60	0.00	721.60	100.0%
Bond Redemption - Money Market & CD's	1,792,356.15	1,766,592.90	25,763.25	1.46%
Equipment Replacement - Money Market & CD's	710,447.04	447,958.59	262,488.45	58.6%
Depreciation Fund - Money Market & CD's	1,816,812.45	1,762,955.34	53,857.11	3.06%
Future Capital (CD)	1,321,378.85	1,276,408.97	44,969.88	3.52%
Total Cash & Investments	6,146,176.30	5,772,024.21	374,152.09	6.48%
<u>Other Current Assets</u>				
Accounts Receivable	378,025.58	318,628.62	59,396.96	18.64%
Undeposited Funds	0.00	0.00	0.00	0.0%
Inventory Mat'l & Supplies	12,521.00	12,521.00	0.00	0.0%
WRS Pension - Assets & Deferred Outflows	348,954.00	348,954.00	0.00	0.0%
Total Other Current Assets	739,500.58	680,103.62	59,396.96	8.73%
Total Current Assets	6,885,676.88	6,452,127.83	433,549.05	6.72%
<u>Fixed Assets</u>				
Land/Easements/Land Improvements	590,977.48	590,977.48	0.00	6.72%
Interceptor Mains & Access	1,648,042.84	1,648,042.84	0.00	0.0%
Structures, Equipment & Improvements	45,325,996.33	45,325,996.33	0.00	0.25%
Accumulated Depreciation	-25,028,459.62	-25,028,459.62	0.00	0.0%
Total Fixed Assets	22,536,557.03	22,536,557.03	0.00	0.0%
TOTAL ASSETS	29,422,233.91	28,988,684.86	433,549.05	1.5%
LIABILITIES & EQUITY				
<u>Liabilities</u>				
<u>Current Liabilities</u>				
Accounts Payable	146,251.45	68,999.95	77,251.50	0.0%
Payroll Liabilities	43,900.28	42,952.36	947.92	0.0%
Pension Liability	285,734.00	285,734.00	0.00	-1.21%
Customer Deposits	1,011.42	1,011.42	0.00	1.0%
Accrued Interest Expense & Other Liab	39,394.52	44,883.31	-5,488.79	0.0%
Total Current Liabilities	516,291.67	443,581.04	72,710.63	16.39%
<u>Long Term Liabilities</u>				
CWF-INTERCEPTOR	0.00	57,790.80	-57,790.80	-100.0%
CWF-2009 Upgrade	5,645,196.52	6,694,534.85	-1,049,338.33	-15.68%
Total Long Term Liabilities	5,645,196.52	6,752,325.65	-1,107,129.13	-16.4%
Total Liabilities	6,161,488.19	7,195,906.69	-1,034,418.50	-14.38%
<u>Equity</u>				
Contributions in Aid-Grants/Agencies	4,951,269.00	4,951,269.00	0.00	-14.4%
Contributions in Aid-Communities	695,930.55	695,930.55	0.00	0.0%
Contributions in Aid-Others	147,494.00	147,494.00	0.00	0.0%
Accum Amort of Contributed Capital	-3,933,248.32	-3,933,248.32	0.00	0.0%
Retained Earnings-Unappropriated	21,232,046.66	19,697,193.84	1,534,852.82	-1.98%
Restricted Net Position-Pension	145,937.00	145,937.00	0.00	0.0%
Net Income	21,316.83	88,202.10	-66,885.27	7.79%
Total Equity	23,260,745.72	21,792,778.17	1,467,967.55	6.74%
TOTAL LIABILITIES & EQUITY	29,422,233.91	28,988,684.86	433,549.05	1.5%

2024 BUDGET STATEMENT
FOX WEST REGIONAL
WASTEWATER TREATMENT PLANT

Budget Through 1/31/2024

INCOME SOURCE	100.00% '24 BUDGET	MONTHLY 1/12 TOTAL	8.33% JAN	16.67% FEB	25.00% MAR	33.33% APR	41.67% MAY	50.00% JUNE	58.33% JULY	66.67% AUG	75.00% SEPT	83.33% OCT	91.67% NOV	100% DEC	YTD TOTAL	BDGT THRU JAN (1/31/24)	(OVER)/UNDER BUDGET	% OF BUDGET
USER CHARGES:																		
OPERATION AND MAINT	\$2,135,572.00	\$177,964.33	\$155,050.69												\$155,050.69	\$177,964.33	\$22,913.64	7.26%
EQUIPMENT REPLACEMENT	470,052.00	39,171.00	39,171.00												39,171.00	\$39,171.00	\$0.00	8.33%
BOND REDEMPTION	1,049,024.00	87,418.67	87,418.67												87,418.67	\$87,418.67	(\$0.00)	8.33%
DEPRECIATION	0.00	0.00	0.00												0.00	\$0.00	\$0.00	0.00%
TOTAL BUDGETED INCOME	\$3,654,648.00	\$304,554.00	\$281,640.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$281,640.36	\$304,554.00	\$22,913.64	7.71%
CONTINGENCY FUNDING:																		
INTEREST INCOME	\$161,820.00	\$13,485.00	\$24,611.75												\$24,611.75	\$13,485.00	(\$11,126.75)	15.21%
WASTEHAULER INCOME	202,500.00	16,875.00	13,192.69												13,192.69	\$16,875.00	\$3,682.31	6.51%
LAB & MISC. INCOME	34,285.00	2,857.08	10,634.64												10,634.64	\$2,857.08	(\$7,777.56)	31.02%
TOTAL CONT FUNDING	\$398,605.00	\$33,217.08	\$48,439.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$48,439.08	\$33,217.08	(\$15,222.00)	12.15%
BUDGETED SURPLUS	\$0.00	\$0.00																
TOTAL BUDGET	\$4,053,253.00	\$337,771.08	\$330,079.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$330,079.44	\$337,771.08	\$7,691.64	8.14%
2024 BUDGETED O&M EXPENSE																		
WAGES & BENEFITS:																		
COMMISSIONERS	\$16,236.00	\$1,353.00	\$1,418.15												\$1,418.15	\$1,353.00	(\$65.15)	8.73%
PLANT PERSONNEL	171,957.00	14,329.75	18,094.08												18,094.08	\$14,329.75	(\$3,764.33)	10.52%
EMPLOYEE BENEFITS	87,592.00	7,299.33	8,022.62												8,022.62	\$7,299.33	(\$723.29)	9.16%
UTILITIES:																		
ELECTRIC POWER	671,135.00	55,927.92	50,365.81												50,365.81	\$55,927.92	\$5,562.11	7.50%
OTHER UTILITIES	59,360.00	4,946.67	3,762.07												3,762.07	\$4,946.67	\$1,184.60	6.34%
CHEMICALS:																		
FERRIC CHLORIDE	290,000.00	24,166.67	37,900.32												37,900.32	\$24,166.67	(\$13,733.65)	13.07%
OTHER CHEMICALS	40,500.00	3,375.00	0.00												0.00	\$3,375.00	\$3,375.00	0.00%
GENERAL OPERATIONS:																		
CONTRACT OPERATIONS	724,384.00	60,365.33	47,035.80												47,035.80	\$60,365.33	\$13,329.53	6.49%
OTHER OPERATING COSTS	46,315.00	3,859.58	4,100.69												4,100.69	\$3,859.58	(\$241.11)	8.85%
SLUDGE HANDLING:																		
SLUDGE DISPOSAL	19,000.00	1,583.33	0.00												0.00	\$1,583.33	\$1,583.33	0.00%
OTHER SLUDGE EXPENSES	0.00	0.00	0.00												0.00	\$0.00	\$0.00	#DIV/0!
PLANT MAINTENANCE:																		
PLANT MAINTENANCE/REPAIR	226,750.00	18,895.83	14,833.33												14,833.33	\$18,895.83	\$4,062.50	6.54%
LABORATORY:																		
LAB OPERATIONS	10,555.00	879.58	3,271.97												3,271.97	\$879.58	(\$2,392.39)	31.00%
WPDES-COMPL. MONITORING	17,100.00	1,425.00	0.00												0.00	\$1,425.00	\$1,425.00	0.00%
ADMINISTRATIVE/GENERAL:																		
INSURANCE/LEGAL	75,000.00	6,250.00	48,962.00												48,962.00	\$6,250.00	(\$42,712.00)	65.28%
ANNUAL AUDITING SERVICES	9,635.00	802.92	0.00												0.00	\$802.92	\$802.92	0.00%
OFFICE,POSTAGE,PHONE, ETC	12,550.00	1,045.83	574.73												574.73	\$1,045.83	\$471.10	4.58%
DNR ENVIRONMENTAL FEES	34,600.00	2,883.33	0.00												0.00	\$2,883.33	\$2,883.33	0.00%
GENERAL ADMIN. EXPENSE	21,508.00	1,792.33	218.15												218.15	\$1,792.33	\$1,574.18	1.01%
TOTAL O&M EXPENSES	\$2,534,177.00	\$211,181.42	\$238,559.72	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$238,559.72	\$211,181.42	(\$27,378.30)	9.41%
CONTINGENCY APPLIED	\$235,400.00	\$19,616.67	\$27,378.30	(\$211,181.42)	(\$211,181.42)	(\$211,181.42)	(\$211,181.42)	(\$211,181.42)	(\$211,181.42)	(\$211,181.42)	(\$211,181.42)	(\$211,181.42)	(\$211,181.42)	(\$211,181.42)	(\$2,295,617.28)	\$19,616.67	\$2,315,233.95	-975.20%

FOX WEST REGIONAL SEWERAGE COMMISSION

Item B.



1965 W. Butte Des Morts Beach Rd.
Neenah, WI 54956

Phone (920) 739-7921
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Monthly Operational Summary

February, 2024

PLANT OPERATIONS

1. **PLANT PERFORMANCE** – The facility met all DNR permit limits in February.
2. **SNDR#2 DIGESTER**- We have tentatively scheduled Fiberglass Solutions to perform the modifications to the SNDR #2 jet aeration piping during the week of March 18th. This work once completed will allow us better access to clean out the aeration piping in the future. We will still need to see a quote for this project prior to them starting.
3. **WWTP TOUR**- Chad Olsen and I took a tour of the Fort Atkinson Wastewater Treatment Facility to look at their aeration blower and fine screen applications.
4. **FINANCIAL ADUIT**- CLA was onsite on 2/7/24 to begin the financial audit. They will be attending the Fox West Commission meeting in April to present their findings.
5. **PREVENTATIVE MAINTENANCE**- We changed the oil on all ten of the RAS pumps. We also greased the effluent reuse pumps and motors. We will begin changing oil on all of the pumps in the ATAD pump room the week of March 4th.
6. **NO TRESSPASSING SIGNS**- We found that someone had torn down the “NO TRESSPASSING” signs which were hung in the wetlands area to the south of the plant. We discovered two wood duck houses that had been nailed to trees on Commission property. The wood duck houses have been removed, and additional signs were purchased and hung higher in the trees to deter anyone from removing them.
7. **GREASE TRAP INSPECTION REPORTS**- Each member community is required to submit to Fox West an annual summary of the grease trap inspection performed in their sewer service area. We have been working with each community to make sure that these reports get completed and that inspections are being done.

PRETREATMENT

1. **KIMBERLY CLARK**- We took a tour of the KC plant on Cold Spring road to see if they meet the requirements to become a permitted industry. We need to further evaluate their discharge flow data before we can make that determination.
2. **DENTAL INSPECTIONS**- We are continuing to inspect dental facilities in the Fox West service area. These inspections are part of the pretreatment mercury reduction program.

EQUIP OPERATIONS

1. **EFFLUENT FLOW PACING**- We were experiencing a problem with the flow signal being sent to the effluent sampler. The sampler uses this signal to determine how often a sample is collected for analysis. B&M Technical Service was onsite to assist with troubleshooting. We replaced the old signal cable wire and we have not experienced any issues with the unit since the change was made.

2. **BACKUP GENERATOR-** The backup generator failed to start during our monthly exercising. Cummins found that the starter solenoid had failed. A new solenoid was ordered (\$243.00) and Fox West staff installed it on 2/14/24.
3. **PHOSPHATE ANALYZER-** Faith Technologies began the install of the phosphate analyzer panel on 2/14/24. The panel has been hung and power has been run to the unit. Faith will still need to perform some programming work which will allow the panel to communicate with the SCADA control system. Fox West staff still needs to plumb in the effluent overflow tank where the sample will be collected. This analyzer will periodically collect effluent samples and analyze them for phosphorus. The chemical feed pumps will then adjust their feed rate to dose the ferric chloride chemical properly throughout the day which should reduce our overall usage.
4. **BACKUP GENERATOR BATTERY-** We replaced the batteries on the backup generator (\$464.50).
5. **ATAD FEED PUMP #1-** Feed pump #1 failed to run on 2/12/24. Upon inspection we found a large ball of rag material in the check valve. This was causing the pump to not start due to high discharge pressure. The rags were removed and the pump is now functioning properly.
6. **PRIMARY TUNNEL RECIRCULATION PUMP #1-** The check valve on recirculation pump #1 on the boiler in the primary tunnel failed to open when the pumps automatically rotated on 2/20/24. This caused the mechanical seal in the pump to overheat and fail. Fox West staff installed a new seal (\$501.29), and we disassembled and cleaned the check valve. The valve and pump are now back in service.
7. **HSI BLOWER #2-** The inlet air temperature sensor has finally arrived. We have not been able to run this unit since May of 2023 while we were waiting for this part. Atlas Copco was onsite on 2/28/24 to install the part. The blower has been returned to service and appears to be functioning properly.



Thu 2/29/2024 8:09 AM

Miller, Howard <Howard.Miller@winnebagocountywi.gov>

County Board Update

To ■ clerk@townofwinchesterwi.com; ■ Clerk Town of Clayton; ■ townofwolfriver@centurytel.net

Hi Clerks

The county board has a scholarship program available to high school seniors. This year the scholarship has been increased to \$2000. Applications must be submitted to the county clerk's office by Thursday, March 28, 2024. Applications may be obtained from the county clerk's office, online at www.co.winnebago.wi.us/county-board/winnebago-county-board-scholarship-program, or I also have an application available.

In March a plan to attend the following town board meetings.

- Winchester - March 4
- Clayton - March 6
- Wolf River - March 25

Howard Miller
District 36 Representative
Ph: (920) 427-6423

Department of Public Safety

February 29th. 2024

DPS Report to Town Board

As of February 29th. 2024 the Dept. has been paged-out for 39 calls. Twenty-Four were EMR calls and Ten were fire calls, and Four that were both. This compares to 40 to date in 2023.

We are still waiting for the final go ahead from Winnebago County to purchase new radios made possible by the grant from the ARPA committee and County Board.

Until we got the recent snow, the fire danger was already “high.” With the forecasted warm, dry weather in the coming days the fire danger will be back up to high level very soon.

We are looking for rescue heroes to join our department. Your help in spreading the word is appreciated.

Please consider donating blood. The need is great and donors are in short supply.

Please contact me with questions or concerns,

Director Rieckmann

MEMORANDUM

Business Item A

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration on available options for the required bird deterrent on the regional stormwater pond located along Wing Ln & Eagle Heights Dr.

Due to the regional stormwater pond falling within the Outagamie County Airport Zoning Overlay, a bird deterrent is required. Several options have been presented and Staff has narrowed down to what Staff feels are the most economical options to present to the Board: Bird Balls and Bird Deterrent Laser.

If the Bird Deterrent Laser is ultimately implemented, an additional \$10,000 to \$12,000 to have the USDA Biologist Chip Levine monitor its efficacy. The Town would be the first to use the laser system under the Outagamie County overlay. Staff is looking for direction from the Board on which option they would like to pursue.

Administrator Wisnefske will be available at the meeting if the Board has further questions.

SUGGESTED MOTION

Motion to direct Staff to proceed with the most viable & cost-effective method to fulfill the Outagamie County Airport Overlay bird deterrent requirement.

Should you have any questions related to this information, please feel free to call or e-mail me.

Respectfully Submitted
Kelsey

3/5/24

Please find the lease for the Bird deterrent laser. We are required to have goose deterrent for our Regional Storm Water Pond. Time is of the essence and this seems to be the most practical and expedient way to go.

This laser is not proven in our area and Outagamie County Zoning with the Airport is requiring a probation monitoring period, from the time of install to the end of the year. We have to use their Biologist Chip

Levale for the research period and cost will be up to \$12,000 on top of the Laser cost.

<https://www.wildgoosechasers.com/bird-control-removal-services/bird-control-group-lasers/avix-mark-ii/>

I am checking into the Airport approved Bird Balls, but have not received a quote. I have called them 3 times.

There is also the Goose Grid with Wire and that is roughly \$175,000, if we put a fence around, we are looking up to \$300,000.

I ask that you approve this lease, so we can get a deterrent on the pond, so we are not fined and if the laser does not do what it should, we will have to go with another method.

Thank you.

Kelly Wisnefske

Town Administrator
Town of Clayton
8348 Hickory Avenue
Larsen, WI 54947
Phone: (920) 836-2007
Fax: (920) 836-2026
Email: administrator@claytonwinnebago.gov
Website: www.townofclayton.net

AVIX Mark II Lease Proposal

Date: March 4, 2024 **MBM Job Name:** Town of Clayton-Eagle Heights Regional Stormwater
Contact: Kelly Wisnefske
Job Name: Town of Clayton-Eagle Heights Regional Stormwater
Job Address: Town Clayton
Job City/State: Clayton, WI 54001

We hereby submit specifications and proposals to: 8348 Hickory Avenue, Larson, WI 54947; Attention: Kelly Wisnefske; Phone:(920) 836-2007; Email: administrator@claytonwinnebago.gov.

Migratory Bird Management, Inc. (MBM) will provide the tools, technology, and training to above client's personnel to be able to initiate an integrated laser harassment program designed to deter target species of wild birds from utilizing the property for loafing and roosting. The proposal includes (1) automated Avix Mark II laser system to be installed on an elevated surface provided by client. Placement will be determined based upon on-site assessment information provided from facility location. MBM will also assist in determining the most effect location for placement of system. MBM will provide information for client to fabricate specialty mounting bracket for laser, and MBM will supply additional power cord, senior technician and one assistant to advise and assist with the installation and programing of the unit. The program will consist of month to month of service with installation and programming included. At the end of the lease program if Client chooses not to purchase the laser system, the lasers will be removed from the above listed location. Lease price includes removal of Avix Mark II systems. Migratory Bird Management, LLC will also supply all components for solar option, solar panels, low cycle 12v rechargeable batteries and other components for solar installations. **Town of Clayton to supply access via mechanical lift for installation.**

Risk of Loss or Damage. The Lessee assumes all risk of loss or damage to the equipment from any cause, and agrees to return it to the Lessor in the condition received from the Lessor, with the exception of normal wear and tear. The Lessor or their appointed agent will determine normal wear and tear. All determinations made by the Lessor are final. If the equipment is not returned to the Lessor for any reason, Lessee shall pay to the Lessor the Predetermined replacement Cost of the equipment. If no Replacement Cost is designated herein, Lessee shall pay the actual cost of replacing the equipment at the time of replacement.

Contract Period and Terms:

Contract Period and Terms

Initial set up, installation and programming of Avix Mark II
\$ 3,500.00
(Three Thousand and Five Hundred dollars and 00/100 cents)
Leasing Program
\$ 1,000.00
(One Thousand dollars and 00/100 cents)
per month for (7) months

If after the evaluation period purchase is confirmed a \$10,500 credit will be applied to the full purchase price of \$ 19,080.00 leaving a balance due of \$ 8,580.00

If after the evaluation period purchase is not confirmed MBM will remove equipment. No credit will be issued.

We propose hereby to furnish services complete in accordance with above specifications for the sum of:

Full billing will occur for installation and (7) month lease once contract is approved.

All work to be completed in a competent and professional manner using prevailing standards in the industry. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. Payment is due upon receipt of invoice. A service charge of 1 1/2% per month (18%) per year will be added to all balances not paid within thirty (30) days of invoice. If Purchaser is paying by credit card, then Purchaser agrees to pay .035% credit card processing fees. Purchaser agrees to pay any expenses incurred by Migratory Bird Management, LLC. in collecting amounts due: including court costs, attorney's fees, and any other costs of collection including just compensation for time spent in pursuit of delinquent accounts by those representing Migratory Bird Management, LLC be it the owner or an officer of the company. This proposal may be withdrawn if not accepted within 15 days.

Third Party Vendor Fees: All third party vendor fees required by Client listed above shall be charged back to client.

Termination of Agreement: Purchaser may terminate this Agreement with or without cause at any time upon thirty (30) days prior written notice thereof to Migratory Bird Management, LLC. Also, Migratory Bird Management, LLC may terminate this Agreement at any time by giving written notice thereof to Purchaser and/or Owner stating the date on which such termination shall be effective, which date shall be the last day of any month and at least sixty (60) days after the date such notice is given.

Payment on Termination: Immediately upon receiving, or giving notice of termination, Migratory Bird Management, LLC. shall inform Purchaser in writing of all work and other services currently being performed by Migratory Bird Management, LLC. its employees, agents, subcontractors, on Purchaser's or Owner of Property behalf indicating the portion of the work or other services that each has performed with respect to this Agreement. Migratory Bird Management, LLC shall also advise Purchaser of any portion of the work which if stopped, might delay or preclude completion of the work by Purchaser or another contractor or which if stopped would decrease the likely value of the Work to Purchaser or Owner of Property. Migratory Bird Management, LLC. shall take all actions necessary or desirable to ensure the orderly transfer of responsibility for the performance of the Work to any new contractor selected by Purchaser, or to an agent or employee of Purchaser, at Purchaser's discretion. Upon transfer of responsibility for the performance of the Work in a manner reasonably acceptable to Purchaser and subject to Purchaser's rights contained herein, Purchaser shall pay Migratory Bird Management, LLC. as full and final payment for all labor, work and services actually performed in connection with the Work. Final payment shall include the payment of any remaining unamortized costs for equipment, materials or advance payments for work.

Force Majeure: Any delay or failure by either party in the performance of its obligations shall not constitute a default or give rise to any claim for damages if, and only to the extent and for such period of time that; (i) such delay or failure is caused by an event or occurrence beyond the control and without the fault or negligence of such party or any subcontractor, supplier, or other party acting under or through such party; and (ii) said party is unable to prevent such delay or failure through the exercise of reasonable diligence. Events that shall be deemed to be beyond the control of the parties hereto shall include, but not be limited to: acts of nature or the public enemy; expropriation or confiscation of facilities by governmental or military authorities; changes in laws; war, acts of terrorism, rebellion, sabotage or riots; floods, unusually severe weather that could not reasonably have been anticipated; fires, explosions, or other catastrophes; or other similar occurrences. If Service Contractor's performance is delayed, Service Contractor agrees to use its best efforts to secure alternate sources of services, equipment or materials, if available. To the extent that Service Contractor fails to secure available alternate sources of services, equipment or materials, Owner is entitled to secure such alternate sources and offset any amounts expended on such alternate sources from amounts due or owing to Service Contractor under this Agreement to the extent that such amounts exceed the price allocations for the goods and services agreed upon in this Agreement. Service Contractor shall not be paid for any services it has not performed, or any additional compensation due to an unforeseen or uncontrollable event or occurrence of the type described in this section. In order to be entitled to an excuse for any delay or failure to perform under this Agreement pursuant to this section, the party claiming such excuse shall promptly give written notice to the other party.

Insurance: At all times while performing the Contract Duties, both Client and Migratory Bird Management, LLC shall maintain, at its sole cost and expense, business insurance with, at minimum, basic limit standards for its industry.

Building Sale: In the event that the building is sold, it is understood that there is no obligation for Agreement assumption, and that it will be understood that the Agreement will be immediately cancelable by the Owner of Property or Purchaser and shall only require the Owner of Property to provide reasonable notice of his intent. Until such notification is given, Migratory Bird Management, LLC. shall continue to perform all contractual obligations and Owner/Purchaser will be responsible for incurred invoices for service performed up until written notification is received by Migratory Bird Management, LLC. of change in ownership/agent.

Upon termination of this Agreement, Migratory Bird Management, LLC. will provide Purchaser with a detailed accounting of all accrued benefits to the Property. Full and final payment to Migratory Bird Management, LLC. for all labor, work and services performed in connection with the work including a pro rata adjustment of all prepaid work/invoices or incomplete work, will be due within 30 days of termination notice.

Note: This proposal may be withdrawn if not accepted within 15 days.


Migratory Bird Management, Inc.
By: Susan Hagberg
Its: President


Migratory Bird Management, Inc.
By: Michael Michalski - (414) 336-2382
Its: Branch Manager

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Authorized Signature (Title)

(PRINT NAME & TITLE)

MEMORANDUM

Business Item B

From: Administrator/Staff

To: Town Board

Re: Town Board review & discussion on adding signage to Trailhead Park in recognition of the continued improvements made by Larsen-Winchester Lions Club.

Staff have received the sign proof for Trailhead Park. At the October 4, 2023 Board Meeting, it was discussed adding additional or creating a new sign recognizing the contributions the Lions Club has made in improving Trailhead Park. Staff are looking for Board feedback on this rendering before proceeding forward any further. Administrator Wisnefske will be available at the meeting if the Board has further questions.

DISCUSSION ITEM ONLY – NO ACTION TO BE TAKEN

Should you have any questions related to this information, please feel free to call or e-mail me.

Respectfully Submitted
Kelsey

MEMORANDUM

Business Item C

From: Administrator/Staff

To: Town Board

Re: Town Board review & discussion of the matter of the Hazel Furman cemetery plot located in Clayton Cemetery.

Included in your packet are documents related to a claim made by the Estate of Jay Furman. Attorney LaFrombois will be available for any additional questions the Board may have.

NO SUGGESTED MOTION – ATTORNEY LAFROMBOIS WILL ADVISE

Should you have any questions related to this information, please feel free to call or e-mail me.

Respectfully Submitted

Kelsey