



BOARD OF SUPERVISORS MEETING

Wednesday, July 05, 2023 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, May 17, 2023 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 June 2023 Building Inspection Report
- B. Distribution of the Framework and Instructions for Local Government Spirit Fund Spending from the Winnebago County Executive received June 29, 2023
- C. Distribution of the meeting materials for the July 5, 2023, 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

OPERATOR LICENSES ISSUED BY THE TOWN CLERK

- A. New - Marina Dahl
- B. Renewal - Jan Cavanaugh
- C. Renewal - Kayla Fritsch
- D. Renewal - Nicole Kellogg

BUSINESS

- A. Discussion/Action: Town Board review & consideration of Resolution 2023-005 A Resolution Approving an Intergovernmental Agreement to Satisfy Eligibility for a Recycling Consolidation Grant for Calendar Year 2024.
- B. Discussion/Action: Town Board review & consideration of a Request for Funds & Memorandum of Understanding between the Wisconsin Elections Commission (WEC) and Town of Clayton to participate in the 2023 Absentee Ballot Envelope Subgrant Program.

REVIEW OF DISBURSEMENTS

- A. Check Summary Register

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - July 19; August 2 & 16; Sept 6 & 20
- B. Plan Commission (6:30 pm start unless otherwise noted) - July 12; August 9 & 23; Sept 13

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 CTR “T” Larsen, WI 54947
2. The Town’s Web Page: -- www.townofclayton.net



BOARD OF SUPERVISORS MEETING

Wednesday, June 21, 2023 at 6:30 PM

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

MINUTES

CALL TO ORDER

- 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

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, June 7, 2023 Town Board Meeting

MOTION:

Motion made by unanimous consent to approve the Wednesday, June 7, 2023 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 May 2023 Winnebago County Tonnage Report
- B. Distribution of the Agenda for the July 6, 2023, Wisconsin Towns Association - Winnebago County Unit Meeting

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

- A. Larsen/Winchester Sanitary District Report
- B. Administrator's Report
- C. Chair & Supervisor Reports

OPERATOR LICENSES ISSUED BY THE TOWN CLERK

- A. Renewal - Therese Rathsack
- B. Renewal - Rachael Nielsen
- C. Renewal - Brad Neal

BUSINESS REFERRED BY THE PLAN COMMISSION

- A. Plan Commission Recommendation: Motion to approve a Certified Survey Map (CSM) Review Application submitted by Northeast Asphalt & Susan Kottke for approval of a 2-lot CSM transferring 0.18 acres +/- from Tax ID #006-0496 (Hickory Ave/County Rd II) to Tax ID #006-0502-02 (8397 Hickory Ave).

MOTION:

Motion made by unanimous consent to approve the Certified Survey Map submitted by Northeast Asphalt & Susan Kottke as presented.

Motion carried by unanimous voice vote.

- B. Plan Commission Recommendation: Motion to approve a Site Plan Review Application submitted by Robert E Lee & Associates, Inc. on behalf of PRE/3, LLC for a proposed multi-family housing development consisting of six (6) 12-unit multi-family buildings located on Eagle Heights Dr, specifically described as Tax ID #006-0328-02-02.

MOTION:

Motion made by unanimous consent to approve the Site Plan Review Application submitted on behalf of PRE/3, LLC with all Staff recommendations & conditions, as listed in the approved Plan Commission minutes from the June 14, 2023 meeting.

Motion carried by unanimous voice vote.

- C. Plan Commission Recommendation: Motion to approve a Conditional Use Application submitted by Robert E. Lee & Associates, Inc. on behalf of PRE/3, LLC for a proposed multi-family housing development consisting of six (6) 12-unit multi-family buildings located on Eagle Heights Dr, specifically described as Tax ID #006-0328-02-02.

MOTION:

Motion made by Supervisor Christianson, **Seconded** by Supervisor Grundman to approve the Conditional Use Application submitted on behalf of PRE/3, LLC with all Staff recommendations & conditions as listed in the approved Plan Commission minutes from the June 14, 2023 meeting.

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

Motion carried 5-0.

- D. Plan Commission Recommendation: Motion to approve a Site Plan Review Application submitted by Utschig, Inc. on behalf of Positive Ventures, LLC for conversion of the existing restaurant/tavern building to a multi-tenant industrial/commercial building on Tax ID #006-0620-06 (2770 Towne Court).

MOTION:

Motion made by unanimous consent to approve the Site Plan Review Application submitted on behalf of Positive Ventures, LLC with all Staff recommendations &

conditions, as listed in the approved Plan Commission minutes from the June 14, 2023 meeting.

Motion carried by unanimous voice vote.

BUSINESS

- A. Discussion/Action: Town Board review & consideration of the following Alcohol License Application:

The following party has submitted an application for a Class "B" license to sell fermented malt beverages, on file in the Town of Clayton Clerk's Office for the licensing period of July 1, 2023 through June 30, 2024, the granting of which is now pending & subject to compliance with State Statutes & Municipal Ordinances:

a. Dale Mart LLC (DBA Kitchen Comfort), 8510 State Rd 76 Unit #2, Neenah, WI 54956; Agent: Dinesh Tiwari

MOTION:

Motion made by unanimous consent to approve the following application submitted for a Class "B" license to sell fermented malt beverages for the licensing period July 1, 2023 through June 30, 2024 subject to compliance with State Statutes & Municipal Ordinances:

Dale Mart LLC (DBA Kitchen Comfort), 8510 State Rd 76 Unit #2, Neenah, WI 54956; Agent: Dinesh Tiwari

Motion carried by unanimous voice vote.

- B. Discussion/Action: Town Board review & consideration of an Opinion of Probable Project Cost prepared by Cedar Corp for the completion of Deer Trail Estates drainage improvements.

MOTION:

Motion made by Supervisor Christianson, **Seconded** by Supervisor Grundman to move forward with the Opinion of Cost as presented, and direct the Administrator to proceed with the next bid process steps as necessary.

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

Voting Nay: Supervisor Reif

Motion carried 4-1.

- C. Discussion/Action: Town Board review & consideration of the Developer Agreement submitted by G&L Properties for a proposed machining & repair services development on Tax ID #006-0340-02-01.

MOTION:

Motion made by unanimous consent to approve the Developer Agreement as presented and authorize the Administrator to proceed forward as necessary to execute the agreement.

Motion carried by unanimous voice vote.

- D. Discussion/Action: Town Board review & consideration of the Tax Increment Finance (TIF) Application submitted by G&L Properties for a proposed machining & repair services development on Tax ID #006-0340-02-01.

MOTION:

Motion made by unanimous consent to approve the TIF Application as presented and authorize the Administrator to proceed forward as necessary to execute the agreement.

Motion carried by unanimous voice vote.

- E. Discussion/Action: Town Board review & consideration of a revised design for the new Town Logo.

MOTION:

Motion made by unanimous consent to approve the new Town Logo & direct Staff to begin updating all Town materials containing the old imagery.

Motion carried by unanimous voice vote.

REVIEW OF DISBURSEMENTS

- A. Check Summary Register

REVIEW OF GENERAL FUND BUDGET UPDATES

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - July 5 & 19; August 2 & 16; Sept 6 & 20
- B. Plan Commission (6:30 pm start unless otherwise noted) - June 28; July 12 & 26; August 9

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION:

Motion made by unanimous consent to adjourn at 7:24 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk

PERMIT SPREADSHEET FOR JUNE 2023

Item A.

YEAR TO DATE SUMMARY

DATE	PERMIT #	OWNER	ADDRESS	DESCRIPTION	CONTRACTOR	EST. PROJECT COST	PERMIT FEE	BLDING INSPECTOR FEE	TOWN	EST. PROJECT COST	PERMIT FEE	TOWN OF CLAYTON REVENUE	YEAR TO DATE TOTAL
TOWN OF CLAYTON PERMITS:													
6/5/2023	121-23-6B	LARRY TWIGG	3524 GOLDEN HARVEST	DECK	SPRINGHETTI OUTDOOR SPAC	\$ 21,200.00	\$ 210.70		Town of Clayton	\$ 930,454.00	\$ 9,893.28	\$ 9,893.28	\$ 48,378.61
6/6/2023	122-23-6B	NATIONAL LIGHTING	2586 W AMERICAN DR	NEW COMMERCIAL HVAC	ADVANTAGE INC	\$ 175,000.00	\$ 7,303.50		Town of Vinland				\$ 1,893.02
6/6/2023	123-23-6E	NORTHEAST ASPHALT	4515 CTY II	SERVICE	ENTERPRISE ELECT	\$ 20,000.00	\$ 75.00		Town of Winneconne	\$ 401,619.00	\$ 1,882.40	\$ 1,097.92	\$ 8,734.52
6/6/2023	124-23-6B	MATT STOVEKEN	4103 FAIRVIEW	SIDING	SELF	\$ 3,000.00	\$ 75.00		Town of Winchester	\$ 390,000.00	\$ 660.00	\$ 528.00	\$ 1,737.76
6/7/2023	125-23-6B	DAVE CORSO	3546 DEKALB	REROOF	O' DANNY BOY	\$ 24,700.00	\$ 75.00		Town of Dale	\$ 56,700.00	\$ 534.48	\$ 427.58	\$ 5,317.02
6/7/2023	126-23-6B	GARY O CONNELL	3573 GRAND MEADOWS	REROOF	O' DANNY BOY	\$ 21,000.00	\$ 75.00						
6/7/2023	127-23-6E	TROY GORDON	3336 CTY II	GENERATOR INSTALL	BLACK-HAAK	\$ 15,000.00	\$ 75.00		Total	\$ 1,778,773.00	\$ 12,970.16	\$ 11,946.78	\$ 66,060.93
6/14/2023		JAY SCHULTZ	8777 OAKWOOD	ADDITIONAL FEES TO PERMIT ISSUED	SELF	\$ 150,000.00	\$ 72.00						
6/14/2023	128-23-6B	GARY GARDNER	4725 SHORT	DETACHED GARAGE	SELF	\$ 15,000.00	\$ 200.80		Full Burden Wage	\$ 14,633.49			\$ 56,417.93
6/20/2023	129-23-6B	JAMES CALDER	8825 CLAYTON	REROOF	SELF	\$ 3,500.00	\$ 75.00						
6/21/2023	130-23-6B	ROBERT QUANDT	7449 SUNWOOD	REROOF	SECURITY LUEBKE	\$ 30,300.00	\$ 75.00		Net Profit (Loss)	\$ (2,686.71)			\$ 9,643.00
6/21/2023	131-23-6B	JOHN POSS	9417 MEMORY	INSTALL EGREE WINDOW	SELF	\$ 4,500.00	\$ 75.00						
6/21/2023	132-23-6B	DUSTIN WHALEY	2645 FAIRVIEW	GAS PIPING FOR POOL HEATER	S&A PETERS	\$ 1,000.00	\$ 75.00						
6/21/2023	133-23-6H	JEFF MALCORE	8419 PIONEER	REPLACE A/C	HEALTHY HOMES	\$ 7,455.00	\$ 75.00						
6/22/2023	134-23-6B	MACDONALD TRUST	3033 SHADY	POLE BUILDING	CLEARY BUILDINGS	\$ 264,000.00	\$ 500.00						
6/26/2023	135-23-6B	JEROD STEIGENBERGER	8007 NICHOLE HEIGHTS	REROOF	O' DANNY BOY	\$ 37,600.00	\$ 75.00						
6/27/2023	136-23-6E	DONNA SELOW	9183 OAKWOOD	SERVICE	CUMINGS ELECT	\$ 1,500.00	\$ 75.00						
6/27/2023	137-23-6H	SUSAN LEWIS	3340 BERRY BRAMBLE	REPLACE A/C	MODERN SHEET METAL	\$ 4,199.00	\$ 75.00						
6/27/2023	138-23-6H	JESSE CLARK	7510 SUNBURST	GRAGE HEATER	BLACK-HAAK	\$ 2,000.00	\$ 75.00						
6/27/2023	139-23-6P	DOUG YEATMAN	3086 BUTTERCUP	REPLACE WATER HEATER	BLACK-HAAK	\$ 3,000.00	\$ 75.00						
6/27/2023	140-23-6B	DAVE EDWARDS	9287 DEER TRAIL	BASEMENT BATHROOM	SELF	\$ 6,000.00	\$ 183.64						
6/27/2023	141-23-6E	DAVE EDWARDS	9287 DEER TRAIL	ELECT BASEMENT BATHROOM	SELF	\$ 500.00	\$ 79.32						
6/29/2023	142-23-6B	DUSTIN MCCLONE	3435 BERRY BRAMBLE	INGROUND POOL	POOL WORKS	\$ 120,000.00	\$ 218.32						
TOTALS						\$ 930,454.00	\$ 9,893.28	\$ -					
TOWN OF WINNECONNE PERMITS:													
6/6/2023	66-23-6B	MITCHELL SALZAR	5889 POINTE WEST	REPLACE SOLARIUM	SALZAR SIDING	\$ 30,000.00	\$ 119.00	\$ 95.20					
6/13/2023	67-23-6E	RANDY GRIGNON	6912 GRIGNON	NSFD ELECT	JAHNKE ELECT	\$ 10,000.00	\$ 142.20	\$ 113.76					
6/13/2023	68-23-6H	RANDY GRIGNON	6912 GRIGNON	NSFD HVAC	RYF HVAC	\$ 8,000.00	\$ 142.20	\$ 113.76					
6/13/2023	69-23-6P	RANDY GRIGNON	6912 GRIGNON	NSFD PLUMB	WIECHMAN PLUMB	\$ 10,000.00	\$ 142.20	\$ 113.76					
6/15/2023	70-23-6B	LAUREL HUYVAERT	6659 LASLEY SHORE	RAZE HOUSE	INSTALLATION SPECIALIST	\$ 10,000.00	\$ 55.00	\$ 44.00					
6/15/2023	71-23-6B	LAUREL HUYVAERT	6659 LASLEY SHORE	NSFD	INSTALLATION SPECIALIST	\$ 300,000.00	\$ 500.00	\$ 400.00					
6/15/2023		LAUREL HUYVAERT	6659 LASLEY SHORE	TOWN FEES	INSTALLATION SPECIALIST		\$ 510.00						
6/19/2023	72-23-6B	JIM JOHNSON	6551 WOODVIEW	GARDEN SHED	MOUND BUILDERS	\$ 7,500.00	\$ 61.80	\$ 49.44					
6/19/2023	73-23-6E	DENNIS BAHTHE	7125 CROSS RD	SERVICE	SELF	\$ 1,000.00	\$ 60.00	\$ 48.00					
6/28/2023	74-23-6B	KATHY EID	5766 ERIE	BATH REMOD	TUNDRALAND	\$ 15,119.00	\$ 100.00	\$ 80.00					
6/28/2023	75-23-6B	DIANE BENEDICT	6121 CTY M	REROOF	ALL-AMERICAN CONST	\$ 10,000.00	\$ 50.00	\$ 40.00					
TOTALS						\$ 401,619.00	\$ 1,882.40	\$ 1,097.92					
TOWN OF WINCHESTER PERMITS:													
6/26/2023	15-23-6B	JESSE WEINZINGER	8847 N LOOP	NSFD	VIRTUE HOMES	\$ 390,000.00	\$ 660.00	\$ 528.00					
TOTALS						\$ 390,000.00	\$ 660.00	\$ 528.00					
TOWN OF DALE PERMITS:													
6/12/2023	43-23-6B	RANDY KASTELLO	W8580 QUIET LN	GARDEN SHED	SELF	\$ 20,000.00	\$ 127.80	\$ 102.24					
6/12/2023	44-23-6E	RANDY KASTELLO	W8580 QUIET LN	ELECT GARDEN SHED	SELF	\$ 500.00	\$ 77.48	\$ 61.98					
6/28/2023	45-23-6B	STEVE ZIEGLER	W9085 MARIANNE	DETACHED GARAGE	SELF	\$ 1,200.00	\$ 114.20	\$ 91.36					
6/28/2023	46-23-6B	ALEX HOPENSBERGER	W9684 DEGAL	DETACHED GARAGE	SELF	\$ 35,000.00	\$ 215.00	\$ 172.00					
TOTALS						\$ 56,700.00	\$ 534.48	\$ 427.58					



Framework of the Spirit Fund Spending

Prepared by the ARPA Strategy and Outcomes Commission

Reviewed at the March 9, 2023, meeting

Approved unanimously at the April 14, 2023, meeting

Overarching Requirements

Legacy: *projects are to be ones which can be looked at as multi-generational or used to improve the quality of life within our county for years to come*

One-time-funds: *projects which require on-going or future costs should be mitigated as much as possible. To achieve this requirement, projects should generally be capital in nature, revolving funds, or endowments.*

Geographic Assortment of Funds: *projects should be spread out as much as possible to impact different geographic areas of the county*

Enhancing Funding Opportunities: *Frequently, other funding opportunities require matching funds. Using Spirit Fund dollars as local match should be encouraged to allow the dollars to go further.*

Project Types to Base Decisions

Debt Avoidance: *When a local government issues debt, typically, it is done so under the debt levy; therefore, debt raises property taxes. As much as possible, projects should avoid Winnebago County's issuance of debt to avoid future tax increases.*

Sustainability Planning: *As these are one-time funds, planning for the future and preparing for potential fiscal cliffs is essential. Projects of this type should look to efficiency, consolidation, and reform.*

Emergency Response: *The original ARPA legislation called for improving resiliency in response to emergencies. Improvements to our emergency response system are essential to this goal.*

Water Quality & Sustainability: *Winnebago County is covered by 25% water and has about 10% of the state's inland surface water.*

Quality of Life: *Parallel with water, Winnebago County's people are an important resource. Projects which improve our quality of life including enhancements to tourism, health, and human services are appropriate. The wellbeing of our citizens ensures we can recruit and maintain our workforce. Projects should especially consider that basic needs are met.*

Categories to Divide the Funds

Percentages could be changed by the commission as projects and priorities are more clearly defined.

County Government Projects (~50% of funds)

These projects are proposed by the County Executive and his department head team. The projects are also led and complete by the county. Projects should be balanced between already planned and projects which would not otherwise be completed without the infusion of investment.

Government Identified Community Projects (~50% of funds)

These are projects which are identified by the commission and are intended to be a collaboration between county departments and community. Projects are administered by county departments and could be granted to sub-recipients or county projects.

Changes to this document may be made from time-to-time by a majority vote of the ARPA Strategy and Outcomes Commission.

Winnebago County Spirit Fund Local Government Allocation

- 1) **Background:** In March of 2023, the Winnebago County Board applied surplus dollars to a special revenue fund titled the "Spirit Fund" to invest in legacy projects for the county government and certain identified community projects. The fund totals just over \$33 million and is split roughly in half for county government projects and identified community projects. Spending proposals are sent to the county board after deliberation of the ARPA Strategy and Outcomes Commission.

The county board allocated \$145,000 for municipal governments located primarily in Winnebago County to fund one-time capital needs projects which increase the resiliency of the community, quality of life for residents, or other needs. This program amounts to \$3,045,000 county wide.

- 2) **Spirit Funds:** All funds must be referred to as Spirit Funds. All projects are funded from county general fund balances.
- 3) **Standard Agreement:** This document, when signed and returned by the chief official of the local government, serves as the standard agreement required under the resolution.
- 4) **Eligibility Period:** Funds allocated to each municipality can be spent on projects or items incurred between April 1, 2023, to December 31, 2024.
- 5) **Eligible Projects:** All projects funded under these allocations must have a government purpose and further comply with the Framework of Spirit Fund Spending approved by the ARPA Strategy and Outcomes Commission. Projects might be ones that would not have been funded without the Spirit Fund allocation or ones which reduce the debt levy. Projects should not have been budgeted for in the 2023 budget. Eligibility questions should be referred to spirit@winnebagoctywi.gov.
- 6) **Selecting Projects:** All projects must be identified by a governing body vote. Municipalities should submit either a signed resolution or meeting minutes indicating the vote and the project. Projects do not require county board approval. If utilizing funds for multiple projects, a single resolution could be passed by the governing body of the local government.
- 7) **Geographic restriction:** All projects must occur within the boundaries of Winnebago County.
- 8) **Project Narrative:** All projects shall have a narrative on how the project complies with the Framework of Spirit Fund Spending. Narratives should be succinct, yet provide enough information for the public to understand the project and its impact for years to come.
- 9) **Project Submittal:** Project documents shall be submitted to spirit@winnebagoctywi.gov. Governments should refer questions to that address as well.
- 10) **Reimbursement:** All funds will be reimbursements to the local government. Invoices shall be compiled and submitted on or before the 15th of each month beginning in September of 2023. Payment shall be made by the county by the 15th of the subsequent month. Reimbursements will not be sent if all items on the attached check list are not completed.

- 11) **Competitive Bidding:** The local government agrees to submit the competitive bidding procedure and documents as requested by the county. If a local government believes a project is exempt from state and federal bidding requirements, the government shall seek the county's written consent.

- 12) **Transferring Funds:** All funds must be used on general government services for governmental purposes. No funds may be sub-granted to an entity not part of the government structure. Funds may be expended for fire department and government owned utilities projects. Municipalities can also transfer the allocation to another municipality with governing body approval.

- 13) **Matching Funds:** Use of the allocation does not require local matching funds. Additionally, the funds may be used for local match requirements for state and federal awards.

- 14) **Signage:** The county reserves the right to post signage at the project identifying the funding source. Signs may be temporary or permanent and shall comply with all local sign ordinances and local government requests.

- 15) **Progress Updates:** The local government shall provide the county regular progress updates to include on a Spirit Fund spending dashboard and local government allocation. The local government shall supply before, during, and after pictures to the county for use on the dashboard. The county may request other information for inclusion on the dashboard that the local government shall provide.

- 16) **Events and Press:** The county shall be included in date selection and invited to all groundbreaking, ribbon cutting, dedication or other such events should events occur. The county shall be provided all press or public statements regarding the project prior to release.

- 17) **Additional Spirit Funds:** It is unlikely additional Spirit Funds will be available for local government projects. Local governments looking to submit additional project ideas or requests should email spirit@winnebagocountywi.gov for more information.

Received and accepted by:

Signature: _____

Name: _____

Title: _____

Date: _____

Project Checklist for Local Government Spirit Fund Allocation

- Proof of Governing Body Approval for Each Project (resolution or minutes)
- Narrative on How the Project Complies with the Framework of Spirit Fund Spending
- Before Pictures (during and after pictures due later)
- Address or Location of Project (GIS information or Google Map showing address if applicable)
- Invoices for Items Paid Toward the Project
- Provide documentation procurement procedures were followed or exempt certificate from county
- Sign standard agreement (above)

FOX WEST REGIONAL SEWERAGE COMMISSION

Item C.



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

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

June 29, 2023

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, July 5, 2023 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 black ink that reads 'Melissa Starr'. The signature is written in a cursive, flowing style.

Melissa Starr
Accounting Clerk

FOX WEST REGIONAL SEWERAGE COMMISSION

Item C.



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 July 5, 2023 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 (06/07/2023)

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:

OLD BUSINESS:

NEW BUSINESS: • Discuss/Act on Sewer Extension Request – Country Meadows (Greenville)

Design Criteria:

Acres – 34.13	Population Served – 88
Flow – 0.009 MGD Avg	Flow – 0.035 MGD Peak
BOD – 14.88 lbs./day	

ADJOURNMENT:

FOX WEST REGIONAL SEWERAGE COMMISSION

Item C.



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

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

REGULAR MEETING MINUTES

June 7, 2023

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 4:00 pm.

PRESENT:

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

Guests: Chad Olsen (McMahon)

EXCUSED: Mark Strobel

APPROVAL OF AGENDA:

A motion was made by Mike Van Dyke to approve the Agenda, 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 May 3, 2023; second by Greg Ziegler. *Motion Carried.*

Discuss/Act on CD Renewal Quotes

Accounting Clerk Starr presented the CD rate request information included in the packets. After discussion a motion was made by Mike Van Dyke to approve moving the funds to the Local Government Investment Pool (LGIP); 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; Beth English asked why the Budget Statement showed that we are over budget on some items. Manager Kaufman explained the budget is split evenly over the year, however, the timing of when payments are made varies throughout the year. Additional questions on energy costs and ways to help reduce them followed. After discussion, a motion was made by Mike Van Dyke to approve the Bank & Budget Statements; second by Greg Ziegler. *Motion Carried.*

PRESIDENT'S REPORT:

Discuss/Act on Final Payment for Heat System Project

Manager Kaufman reported B&P Mechanical completed the coil replacement work on the air handling unit. The hot weather recently helped to test how the unit will work. Manager Kaufman said he is happy with how it has been working so far. They came back to install the insulation, which was completed today. Manager Kaufman requested approval to make the final payment to B&P Mechanical now that the work is complete. After discussion, a motion was made by Greg Ziegler to make the final payment to B&P Mechanical; second by Mike Van Dyke. *Motion Carried.*

MANAGER'S REPORT:

Operational Summary

Manager Kaufman discussed his written report and provided additional information on: The new Low-Level Phosphorus Limit took effect on April 1st, reducing chemical usage has been implemented. Outlook Group/Kuettel Septic Service; Manager Kaufman gave more detail on the 5/3/23 hauled waste from Outlook Group and that they had since replumbed their wastewater collection. A reinspection was completed to confirm the process and domestic wastewaters were segregated. Manager Kaufman shared that Ashley Clark is taking the lead on surveying industrial users on what is being discharged, and creating a map to keep track of what is being received at the plant. Greg Ziegler asked how Canteen has been doing, and Manager Kaufman reported they had another pH violation on 4/28/23, and have been issued a Notice of Violation (NOV) which is the next step in the enforcement procedures. If the corrective action plan is not acceptable, then a fine will be issued per the Fox West Sewer Use Ordinance. After discussion a motion was made by Mike Van Dyke to approve the Operational Summary; second by Greg Ziegler. *Motion Carried.*

2022 Compliance Maintenance Annual Report (CMAR) – Resolution 312-23

Manager Kaufman presented and discussed the CMAR; Fox West received an “A” grade in all categories. Manager Kaufman further explained on Influent Flow and Loading section 2.2, there was one exceedance listed, however, he believes it was due to a sampling issue with some debris in the combined sample from all communities since it did not appear on the individual municipalities' samples. After discussion, a motion was made by Mike Van Dyke to approve the 2022 Compliance Maintenance Annual Report and Resolution 312-23; seconded by Greg Ziegler. *Motion Carried unanimously on a roll call vote.*

ENGINEER'S REPORT:

Fine Screen Engineering

Chad Olsen reported on the five different screen technologies he reviewed and gave pros and cons of each. His recommendation is the center flow band screen. Next step will be putting

Fox West Regional SC
Regular Meeting Minutes
June 7, 2023
Page 3

together design and specs to bring to the DNR for approval. The project included aeration blowers and Manager Kaufman explained the blowers are high priority because they will no longer be supported soon. Discussion followed regarding funding both projects. Chad Olsen and Manager Kaufman will meet to discuss options in more detail. Chad Olsen will have a proposal for blower replacement available for review at the next meeting.

OLD BUSINESS

N/A

NEW BUSINESS

Sewer Extension Request – Fox Highlands Phase IV (Greenville)

Manager Kaufman reported no concerns regarding the sewer extension request for Fox Highlands Phase IV. A motion was made by Mike Van Dyke to approve the sewer extension request; second by Greg Ziegler. *Motion Carried.*

Sewer Extension Request – Scholar Ridge Estates Phase I (Clayton)

Manager Kaufman reported the sewer extension request for Scholar Ridge Estates Phase I is pending East Central's approval, however, he reported no concerns. A motion was made by Mike Van Dyke to approve the sewer extension request contingent upon approval by East Central; second by Greg Ziegler. *Motion Carried.*

ADJOURNMENT

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

Meeting adjourned at 5:06 pm.

ATTEST

Greg Ziegler, Secretary

Melissa Starr, Accounting Clerk

**FOX WEST REGIONAL
SEWERAGE COMMISSION**

For Approval on: 07/05/2023

PREAUTHORIZED JUNE PAYABLES

CHECK NO	DATE		Amount
37937	06/09/23	Fox Crossing Utilities (Water - 771 k gals - <u>\$4,456.74</u> / Stormwater Fees- <u>\$1,230.14</u> / Fire Protection- <u>\$257.33</u>)	5,944.21
37938	06/09/23	McClone Agency (insurance installment-worker comp, liability, auto)	5,259.00
37939	06/09/23	WE Energies (<u>\$875.49</u> Heat/ <u>\$61,657.26</u> Electric)	62,532.75
37940-37942	06/13/23	Plant Payroll - Net (#23-12)	5,167.86
WDC061323	06/13/23	Wisconsin Def Comp (#23-12)	70.00
	06/13/23	FSA WITHHOLDING (#23-12)	149.99
37943	06/13/23	B&P Mechanical, Inc.- Final Payment Approved at 6/7/23 Meeting	\$23,871.00
37944	06/13/23	Spectrum/Charter Communications (<u>\$146.49</u> Internet/ <u>\$145.33</u> Telephone)	291.82
37945-37947	06/27/23	Plant Payroll - Net (#23-13)	4,803.56
WDC062723	06/27/23	Wisconsin Def Comp (#23-13)	70.00
	06/27/23	FSA WITHHOLDING (#23-13)	149.99
37948	06/23/23	VISA (<u>\$279.53</u> -Office Supplies/ <u>\$107.50</u> software support/ <u>\$187.02</u> -Vehicle	593.62
37949	06/23/23	GFL Environmental (trash, grit, recycling hauling)	1,735.63
37968	07/05/23	Town of Grand Chute (Life & Dental Insurance, FSA fee)	985.19
WGH062323	06/23/23	Dept of Employee Trust (JULY HEALTH INVOICE)	6,359.70
EFTPS063023	06/30/23	Federal Payroll Taxes (JUNE Federal Tax Withholding)	3,657.02
WDR063023	06/30/23	Wisconsin Dept Revenue (JUNE State Tax Withholding)	592.83
WRS063023	06/30/23	Dept of Employee Trust (MAY PENSION)	3,075.26
			<u>\$125,309.43</u>

**FOX WEST REGIONAL
SEWERAGE COMMISSION -**

MONTHLY PAYABLES

VOUCHER LIST - 07/05/2023

PAGE 2

CHECK NO	DATE		Amount
37950-37955	07/05/23	Commissioner's Wages (Net) Commission Wages (MAY Mtg)	\$1,239.64
37956	07/05/23	Aerzen USA Corp Pressure Guages for ATAD Blowers	\$392.25
37957	07/05/23	Aquachem Ferric Chloride	\$32,039.22
37958	07/05/23	Badger Labs Fecal Coliforms, Metals, Petroleum, Oil & Grease	\$1,049.00
37959	07/05/23	Grainger Rope & Oil for Clarifiers, Belts for ATAD Jet Pumps	\$3,112.53
37960	07/05/23	Heartland Business Systems, LLC Monthly Services, Safeld Mini, Labor	\$657.30
37961	07/05/23	Kuettel's Septic Service Clean Wastehauler Station & Primary Scum Pumps	\$3,025.00
37962	07/05/23	Kunding Fluid Hose Assembly & Tube End Reducer	\$442.80
37963	07/05/23	Marco Technologies, LLC Kyocera Toner and Recycling Boxes	\$208.60
37964	07/05/23	Matthews Tire Gas Tank Repair on F250	\$454.05
37965	07/05/23	Midwest Contract Operations July Contract Services	\$47,035.80
37966	07/05/23	NCL Glass Fiber Filters, BOD Nutrient PP	\$505.17
37967	07/05/23	Splendid Cleaning Services June Cleaning Services	\$379.00
37969	07/05/23	UniFirst Mats, Laundry, Bagged Wipers, Emp. Uniforms	\$481.28
37970	07/05/23	Valley Pest Control Spray for Spiders	\$600.00
37971	07/05/23	Wisconsin Media Facility Overflow Public Notice	\$20.33
37974	07/05/23	Atlas Copco Service Agreement for HSI Blowers	\$7,853.70

\$99,495.67

**FOX WEST REGIONAL SEWERAGE COMMISSION
BANK STATEMENT
CASH RECEIPTS & DISBURSEMENTS FOR THE MONTH OF MAY 2023**

CHECKING ACCOUNT

Beginning Balance		\$628,192.13
Receipts:		
User Fees Received	\$338,741.53	
Vactor-Waste Fees Received		
Lab/MISC Fees Received		
Septic Haulers Fees	\$19,888.57	
Interest Earned @ 0.05% / ANB	\$29.92	
Transfers from:		
Equipment Replacement	1,190.25	
Bond Redemption	-	
Depreciation	-	
Misc Ledger Adjustment:	-	
Total Receipts:	<u>\$359,850.27</u>	
Total Available		\$988,042.40
Disbursements:		
Commissioners Wages (net)	\$1,059.17	
Plant Personnel Wages (net)	4,863.01	
Plant Personnel Wages (net)	4,803.57	
Plant Personnel Wages (net)	5,321.29	
Gen. Operating Expense	\$170,938.33	
Equipment Replacement	1,190.25	
Depreciation	-	
Transfers To:		
Misc ledger adjustment		
Equipment Replacement	34,337.73	<i>Apr Inv. - May receipts</i>
Bond Redemption	92,327.43	<i>Apr Inv. - May receipts</i>
Depreciation	-	
Total Disbursements:	<u>\$314,840.78</u>	

TOTAL CHECKING - Per General Ledger \$673,201.62

checks outstanding: \$66,239.90
actual checkbook balance at month-end- Per Bank Statement: \$739,195.30

EQUIPMENT REPLACEMENT ACCOUNT

Beginning Balance - Money Market Account	\$529,145.94
Interest Earned @ 4.86% / ANB	2,170.23
Deposit (Transfer from Checking)	34,337.73
Withdrawal (Transfer to Checking)	-1,190.25
Total Equip Replacement MM Acct Balance	<u><u>\$564,463.65</u></u>

FUTURE CAPITAL ACCOUNT

Beginning Balance - CD	\$1,284,580.66
Interest Earned @ 2.65% / COM 1st - CD	2,858.46
TOTAL FUTURE CAPITAL	<u><u>\$1,287,439.12</u></u>

**FOX WEST REGIONAL SEWERAGE COMMISSION
BANK STATEMENT
CASH RECEIPTS & DISBURSEMENTS FOR THE MONTH OF MAY 2023**

BANK STATEMENT-05/31/23
PAGE 2

BOND REDEMPTION ACCOUNT

Beginning Balance - Money Market Account	\$544,681.87
Interest Earned @ 4.63% / ANB	738.96
Deposit (Transfer from Checking)	92,327.43
Deposit (Transfer from Matured CD)	
Withdrawal (Wire Transfer to LGIP)	-507,619.00
Wire Transfer Fee	-25.00
Total Bond Redemption MM Acct Balance	\$130,104.26

Beginning Balance - LGIP Account	\$1,101,879.95
Interest Earned @ 5.01% / LGIP	\$1,907.48
Deposit (Wire from ANB Bond Redemption Account)	\$507,619.00
Withdrawal (STATE WIS - CWF loan payment)	-1030391.22
Total Bond Redemption MM Acct Balance	\$581,015.21

Invested:

CD - COMM 1st (6/4/23 - 1.06% - 16-month)	\$405,221.12
Interest Earned @ 1.06% / Comm 1st	361.37
COM 1st Total	\$405,582.49

CD - ANB (due 4/29/23 - 1.50%)	\$0.00
Interest Earned @ 1.50% / ANB	
Withdrawal (Transfer to Money Market)	
ANB Total	\$0.00

TOTAL BOND REDEMPTION

\$1,116,701.96

DEPRECIATION ACCOUNT

Beginning Balance - Money Market Account	\$174,956.50
Interest Earned @ 4.76% / ANB	692.97
Deposit (Transfer from Checking)	
Withdrawal (Transfer to Checking)	
Total Depreciation Acct MM Balance	\$175,649.47

Invested:

CD - Com 1st (8/22/23 - 2.68% - 12-month)	\$1,598,981.87
Interest Earned @ 2.68% / Com 1st	3,598.80
	\$1,602,580.67

TOTAL DEPRECIATION ACCOUNT

\$1,778,230.14

Fox West Regional Sewerage Commission
 Income Statement with Previous Year Comparison
 May 31, 2023

	<u>May 23</u>	<u>May 22</u>	<u>Jan - May 23</u>	<u>Jan - May 22</u>	<u>Y-T-D \$ Change</u>	
Operations & Maintenance Income						
Grand Chute	85,375.28	94,466.81	433,619.76	389,299.99	44,319.77	
Clayton	3,723.42	4,235.32	19,357.85	17,561.56	1,796.29	
Fox Crossing	59,996.17	75,870.96	328,848.73	289,787.55	39,061.18	
Greenville	37,075.61	37,192.56	186,065.19	181,428.75	4,636.44	
Total Operation/Maint Income	\$186,170.48	\$211,765.65	\$967,891.53	\$878,077.85	\$89,813.68	
Operations & Maintenance Expenses						
Wages & Benefits	Commissioner Pay	1,222.70	1,418.15	6,308.95	6,699.85	-390.90
	Employee Pay	22,612.21	21,081.67	84,715.66	78,983.04	5,732.62
	Employee Benefits	8,170.96	10,294.36	38,459.27	47,318.46	-8,859.19
Utilities	Electric	59,361.32	51,036.99	267,389.35	247,771.96	19,617.39
	Natural Gas & Water	8,345.93	8,800.36	41,288.98	37,427.19	3,861.79
Chemicals	Ferric Chloride	21,674.65	23,960.08	110,001.63	92,512.03	17,489.60
	Polymer	0.00	0.00	0.00	14,861.00	-14,861.00
	Other Chemicals	0.00	0.00	0.00	0.00	0.00
General Operations	Contract Operations	47,035.80	45,350.97	235,179.00	235,734.85	-555.85
	Rugs, Linens, Uniforms	654.66	444.75	2,590.00	2,084.41	505.59
	Grit & Refuse Hauling	4,512.13	1,675.65	10,725.53	7,862.37	2,863.16
	Other Operations	2,185.24	677.27	5,349.71	4,066.51	1,283.20
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	4,599.64	10,196.77	18,996.76	48,305.12	-29,308.36
	Other Plant Maintenance	1,226.07	15,115.97	35,091.19	63,734.18	-28,642.99
Lab	Lab Operations	1,368.16	992.37	11,762.95	8,787.37	2,975.58
	WPDES Compliance Monitor	0.00	0.00	0.00	0.00	0.00
Administrative & General Expenses	Insurance & Legal	29.00	1,417.50	56,586.00	54,151.50	2,434.50
	Annual Audit	0.00	8,715.00	9,425.00	8,715.00	710.00
	Office, Postage, Phone, etc	2,308.27	1,140.29	7,211.02	6,589.58	621.44
	DNR Environment Fees	34,373.35	31,829.98	34,373.35	31,829.98	2,543.37
	Other General/Admin	55.50	25.00	2,461.25	2,844.80	-383.55
Total Operating Expenses	\$219,735.59	\$234,173.13	\$977,915.60	\$1,000,279.20	(\$22,363.60)	
Gross Income (Loss)	(\$33,565.11)	(\$22,407.48)	(\$10,024.07)	(\$122,201.35)	\$112,177.28	
Other Operations Income						
Other Income	Interest Income	12,358.19	2,788.41	52,497.85	15,288.37	37,209.48
	Waste Hauler Income	16,509.90	20,016.01	83,246.88	88,212.19	-4,965.31
	Lab Testing/Vac-Waste/Misc	1,720.00	1,501.00	15,183.41	12,189.00	2,994.41
Other Operations Income	\$30,588.09	\$24,305.42	\$150,928.14	\$115,689.56	\$35,238.58	
Operating Fund Income (Loss)	(\$2,977.02)	\$1,897.94	\$140,904.07	(\$6,511.79)	\$147,415.86	
Replacement, Debt, Depreciation						
Repl.	Repl. Income from Users	34,337.58	34,337.58	171,688.35	171,688.33	0.02
	Repl. Fund Expenses	2,186.80	3,290.88	16,288.75	128,731.44	-112,442.69
Debt	Debt Service from Users	92,326.83	92,353.91	461,635.74	461,771.11	-135.37
	Debt Service Interest	13,716.72	15,016.62	73,783.44	83,243.10	-9,459.66
Depr.	Depr. Income from Users	0.00	0.00	0.00	0.00	0.00
	Depr. Fund Expenses	0.00	4,991.00	0.00	5,201.00	-5,201.00
Income (Loss) for Replacement, Debt, Depreciation	\$110,760.89	\$103,392.99	\$543,251.90	\$416,283.90	\$126,968.00	
Reconciliation Discrepancies / Audit GASB / Plant Depreciation	0.00	0.00	0.00	0.01	-0.01	
Net Income (Loss)	\$107,783.87	\$105,290.93	\$684,155.97	\$409,772.10	\$274,383.86	

Fox West Regional Sewerage Commission
Balance Sheet Summary with Previous Year Comparison
As of May 31, 2023

Item C.

	MAY 31, 23	May 31, 22	\$ Change	% Change
ASSETS				
<u>Current Assets</u>				
<u>Cash & Investments</u>				
Checking-American Nat'l	672,865.40	402,101.68	270,763.72	67.34%
Cash-Wastehauler's Deposits	1,008.87	1,011.78	-2.91	-0.29%
Petty Cash	200.00	200.00	0.00	0.0%
Bond Redemption - Money Market & CD's	1,116,701.96	1,105,160.11	11,541.85	1.04%
Equipment Replacement - Money Market & CD's	564,463.65	305,250.39	259,213.26	84.92%
Depreciation Fund - Money Market & CD's	1,778,230.14	1,778,589.90	-359.76	-0.02%
Future Capital (CD)	1,287,439.12	1,260,002.16	27,436.96	2.18%
Total Cash & Investments	5,420,909.14	4,852,316.02	568,593.12	11.72%
<u>Other Current Assets</u>				
Accounts Receivable	331,976.79	360,107.15	-28,130.36	-0.08
Undeposited Funds	0.00	0.00	0.00	0.00
Inventory Mat'l & Supplies	12,521.00	12,521.00	0.00	0.00
WRS Pension - Assets & Deferred Outflows	348,954.00	308,946.00	40,008.00	0.22
Total Other Current Assets	693,451.79	681,574.15	11,877.64	1.74%
Total Current Assets	6,114,360.93	5,533,890.17	580,470.76	10.49%
<u>Fixed Assets</u>				
Land/Easements/Land Improvements	590,977.48	590,977.48	0.00	0.00
Interceptor Mains & Access	1,648,042.84	1,648,042.84	0.00	0.00
Structures, Equipment & Improvements	45,325,996.33	45,211,325.21	114,671.12	0.07
Accumulated Depreciation	-25,028,459.62	-23,256,661.57	-1,771,798.05	-0.08
Total Fixed Assets	22,536,557.03	24,193,683.96	-1,657,126.93	-6.85%
TOTAL ASSETS	28,650,917.96	29,727,574.13	-1,076,656.17	-3.62%
LIABILITIES & EQUITY				
<u>Liabilities</u>				
<u>Current Liabilities</u>				
Accounts Payable	105,813.87	142,066.14	-36,252.27	-0.26
Payroll Liabilities	44,042.13	35,856.18	8,185.95	0.23
Pension Liability	285,734.00	269,716.00	16,018.00	0.06
Customer Deposits	1,011.42	1,011.42	0.00	0.00
Accrued Interest Expense & Other Liab	102,855.44	14,828.02	88,027.42	5.94
Total Current Liabilities	539,456.86	463,477.76	75,979.10	16.39%
<u>Long Term Liabilities</u>				
CWF-INTERCEPTOR	0.00	57,790.80	-57,790.80	-1.00
CWF-2009 Upgrade	5,722,729.06	6,694,534.85	-971,805.79	-0.15
Total Long Term Liabilities	5,722,729.06	6,752,325.65	-1,029,596.59	-15.25%
Total Liabilities	6,262,185.92	7,215,803.41	-953,617.49	-13.22%
<u>Equity</u>				
Contributions in Aid-Grants/Agencies	4,951,269.00	4,951,269.00	0.00	0.00
Contributions in Aid-Communities	695,930.55	695,930.55	0.00	0.00
Contributions in Aid-Others	147,494.00	147,494.00	0.00	0.00
Accum Amort of Contributed Capital	-3,933,248.32	-3,933,248.32	0.00	0.00
Retained Earnings-Unappropriated	19,697,193.84	20,094,616.39	-397,422.55	-0.02
Restricted Net Position-Pension	145,937.00	145,937.00	0.00	0.00
Net Income	684,155.97	409,772.10	274,383.87	0.67
Total Equity	22,388,732.04	22,511,770.72	-123,038.68	-0.55%
TOTAL LIABILITIES & EQUITY	28,650,917.96	29,727,574.13	-1,076,656.17	-3.62%

2023 INTEREST EARNINGS
May 31, 2023

gl #s	1002	1034	1036	2166b	2131	2121	2152b	2152a	2152c	2152d	2141	2167b	
	Operations			Future	Replacement	Bond Redemption					Depreciation		TOTAL
	Checking	WH Deposit Winn Waste	WH Deposits	C.D.	MONEY MARKET	MONEY MARKET	C.D.	C.D.	LGIP	MONEY MARKET	C.D.		
	0.05%	0.01%	0.01%	2.65% due 9/12/2023	4.86%	4.63%	1.06% - 16 mos due 6/04/2023	1.50% - 12 mos. Due 4/29/23	5.01%	4.76%	2.68% - 12 mos. due 8/22/2023		
	ANB	ANB	ANB	COMM 1st	ANB	ANB	COMM 1st	ANB		ANB	COMM 1st		
Jan	22.76	0.01	0.00	2,833.97	519.95	1,025.70	360.12	1,904.65			170.04	3,567.62	\$10,404.82
Feb	18.59	0.00	0.00	2,565.41	491.85	1,016.02	325.56	0.00			153.73	3,229.62	\$7,800.78
Mar	23.84	0.00	0.01	2,845.98	564.80	1,262.13	360.74	0.00	0.00		170.35	3,582.92	\$8,810.77
Apr	22.03	0.01	0.00	2,760.30	1,225.43	1,092.00	349.41	119.02	1,879.95		371.27	3,475.14	\$11,294.56
May	29.92	0.00	0.00	2,858.46	2,170.23	738.96	361.37	0.00	1,907.48		692.97	3,598.80	\$12,358.19
Jun													\$0.00
Jul													\$0.00
Aug													\$0.00
Sep													\$0.00
Oct													\$0.00
Nov													\$0.00
Dec													\$0.00
TOTALS:	\$117.14	\$0.02	\$0.01	\$13,864.12	\$4,972.26	\$5,134.81	\$1,757.20	\$2,023.67	\$3,787.43	\$0.00	\$1,558.36	\$17,454.10	\$50,669.12
	\$117.17			\$13,864.12	\$4,972.26			\$12,703.11			\$19,012.46		
acct #s	-17	-129	-87	-7158	-92	-23	-0570	-76		-8191	-11	-7183	
acct \$s	\$739,195.30	\$506.77	\$502.10	\$1,287,439.12	\$564,463.65	\$130,104.26	\$0.00	\$0.00	\$581,015.21	\$0.00	\$175,649.47	\$1,602,580.67	\$5,081,456.55

	Date Issued	Account	Amount	Rate	Term	Matures
American Nat'l Bank	3/17/2021	Bond Redemption	\$0.00	1.50%	12-month	04/29/23
Community First CU	2/4/2022	Bond Redemption	\$0.00	1.06%	16-month	06/04/23
		TOTAL	\$0.00			
Community First CU	2/11/2021	Depreciation	1,602,580.67	2.68%	12-month	08/22/23
		TOTAL	\$1,602,580.67			
Community First CU	8/8/2021	Future Capital	1,287,439.12	2.65%	12-month	09/12/23
		TOTAL	\$1,287,439.12			
TOTAL CD INVESTMENTS:			\$2,890,019.79			

	Account	Amount	Rate
American Nat'l Bank	Bond Redemption	\$130,104.26	4.63%
LGIP	Bond Redemption	\$581,015.21	5.01%
American Nat'l Bank	Depreciation	\$175,649.47	4.76%
American Nat'l Bank	Replacement	\$564,463.65	4.86%
TOTAL MONEY MARKET ACCOUNTS:		\$1,451,232.59	

	Account	Amount	Rate
American Nat'l Bank	Operations - Checking	\$739,195.30	0.05%
American Nat'l Bank	Wastehauler Deposit -	\$502.10	0.01%
American Nat'l Bank	Wastehauler Deposit -	\$506.77	0.01%
TOTAL CHECKING & SAVINGS ACCOUNTS:		\$740,204.17	

**2023 BUDGET STATEMENT
FOX WEST REGIONAL
WASTEWATER TREATMENT PLANT**

Item C.

Budget Through 05/31/2023

INCOME SOURCE	100.00% '23 BUDGET	MONTHLY 1/12 TOTAL	8.33% JAN	16.67% FEB	25.00% MAR	33.33% APR	41.67% MAY	50.00% JUNE	YTD TOTAL	BDGT THRU MAY (5/31/23)	(OVER)/UNDER BUDGET	% OF BUDGET
USER CHARGES:												
OPERATION AND MAINT	\$2,031,919.00	\$169,326.58	\$175,166.66	\$156,003.33	\$238,474.69	\$212,076.37	\$186,170.48		\$967,891.53	\$846,632.92	(\$121,258.61)	47.63%
EQUIPMENT REPLACEMENT	412,052.00	34,337.67	34,337.64	\$34,337.66	\$34,337.74	\$34,337.73	\$34,337.58		171,688.35	\$171,688.33	(\$0.02)	41.67%
BOND REDEMPTION	1,107,925.00	92,327.08	92,327.05	92,327.06	92,327.37	92,327.43	92,326.83		461,635.74	\$461,635.42	(\$0.32)	41.67%
DEPRECIATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	\$0.00	\$0.00	0.00%
TOTAL BUDGETED INCOME	\$3,551,896.00	\$295,991.33	\$301,831.35	\$282,668.05	\$365,139.80	\$338,741.53	\$312,834.89	\$0.00	\$1,601,215.62	\$1,479,956.67	(\$121,258.95)	45.08%
CONTINGENCY FUNDING:												
INTEREST INCOME	\$37,000.00	\$3,083.33	\$10,404.82	\$7,800.78	\$8,810.77	\$13,123.29	\$12,358.19		\$52,497.85	\$15,416.67	(\$37,081.18)	141.89%
WASTEHAULER INCOME	200,000.00	16,666.67	13,595.98	16,365.73	17,656.70	19,118.57	16,509.90		83,246.88	\$83,333.33	\$86.45	41.62%
LAB & MISC. INCOME	26,000.00	2,166.67	6,399.41	3,252.00	2,263.00	1,549.00	1,720.00		15,183.41	\$10,833.33	(\$4,350.08)	58.40%
TOTAL CONT FUNDING	\$263,000.00	\$21,916.67	\$30,400.21	\$27,418.51	\$28,730.47	\$33,790.86	\$30,588.09	\$0.00	\$150,928.14	\$109,583.33	(\$41,344.81)	57.39%
BUDGETED SURPLUS	\$0.00	\$0.00										
TOTAL BUDGET	\$3,814,896.00	\$317,908.00	\$332,231.56	\$310,086.56	\$393,870.27	\$372,532.39	\$343,422.98	\$0.00	\$1,752,143.76	\$1,589,540.00	(\$162,603.76)	45.93%
2023 BUDGETED O&M EXPENSE												
WAGES & BENEFITS:												
COMMISSIONERS	\$15,000.00	\$1,250.00	\$1,222.70	\$1,222.70	\$1,222.70	\$1,418.15	\$1,222.70		\$6,308.95	\$6,250.00	(\$58.95)	42.06%
PLANT PERSONNEL	211,100.00	17,591.67	16,879.05	15,149.80	15,074.80	14,999.80	22,612.21		84,715.66	\$87,958.33	\$3,242.67	40.13%
EMPLOYEE BENEFITS	119,837.00	9,986.42	7,468.60	7,642.91	7,557.50	7,619.30	8,170.96		38,459.27	\$49,932.08	\$11,472.81	32.09%
UTILITIES:												
ELECTRIC POWER	585,000.00	48,750.00	49,045.30	53,563.96	48,816.06	56,602.71	59,361.32		267,389.35	\$243,750.00	(\$23,639.35)	45.71%
OTHER UTILITIES	65,000.00	5,416.67	7,463.62	7,229.59	7,014.69	5,828.88	8,345.93		35,882.71	\$27,083.33	(\$8,799.38)	55.20%
CHEMICALS:												
FERRIC CHLORIDE	259,000.00	21,583.33	21,922.85	22,310.26	21,745.57	22,348.30	21,674.65		110,001.63	\$107,916.67	(\$2,084.96)	42.47%
OTHER CHEMICALS	35,000.00	2,916.67	0.00	0.00	0.00	0.00	0.00		0.00	\$14,583.33	\$14,583.33	0.00%
GENERAL OPERATIONS:												
CONTRACT OPERATIONS	590,942.00	49,245.17	45,350.97	48,720.63	47,035.80	47,035.80	47,035.80		235,179.00	\$246,225.83	\$11,046.83	39.80%
OTHER OPERATING COSTS	40,600.00	3,383.33	2,865.84	3,096.75	2,473.86	2,876.76	7,352.03		18,665.24	\$16,916.67	(\$1,748.57)	45.97%
SLUDGE HANDLING:												
SLUDGE DISPOSAL	27,000.00	2,250.00	0.00	0.00	0.00	0.00	0.00		0.00	\$11,250.00	\$11,250.00	0.00%
OTHER SLUDGE EXPENSES	500.00	41.67	0.00	0.00	0.00	0.00	0.00		0.00	\$208.33	\$208.33	0.00%
PLANT MAINTENANCE:												
PLANT MAINTENANCE/REPAIR	194,200.00	16,183.33	15,836.69	9,514.91	9,840.38	13,070.26	5,825.71		54,087.95	\$80,916.67	\$26,828.72	27.85%
LABORATORY:												
LAB OPERATIONS	8,000.00	666.67	1,945.53	3,806.19	2,096.86	2,546.21	1,368.16		11,762.95	\$3,333.33	(\$8,429.62)	147.04%
WPDES-COMPL. MONITORING	12,500.00	1,041.67	0.00	0.00	0.00	0.00	0.00		0.00	\$5,208.33	\$5,208.33	0.00%
ADMINISTRATIVE/GENERAL:												
INSURANCE/LEGAL	69,740.00	5,811.67	51,298.00	0.00	5,259.00	0.00	29.00		56,586.00	\$29,058.33	(\$27,527.67)	81.14%
ANNUAL AUDITING SERVICES	9,000.00	750.00	0.00	0.00	9,425.00	0.00	0.00		9,425.00	\$3,750.00	(\$5,675.00)	104.72%
OFFICE, POSTAGE, PHONE, ETC	12,000.00	1,000.00	853.88	1,466.54	2,004.21	578.12	2,308.27		7,211.02	\$5,000.00	(\$2,211.02)	60.09%
DNR ENVIRONMENTAL FEES	35,000.00	2,916.67	0.00	0.00	0.00	0.00	34,373.35		34,373.35	\$14,583.33	(\$19,790.02)	98.21%
GENERAL ADMIN. EXPENSE	5,500.00	458.33	27.75	0.00	2,350.00	25.00	55.50		2,458.25	\$2,291.67	(\$166.58)	44.70%
TOTAL O&M EXPENSES	\$2,294,919.00	\$191,243.25	\$222,180.78	\$173,724.24	\$181,916.43	\$174,949.29	\$219,735.59	\$0.00	\$972,506.33	\$956,216.25	(\$16,290.08)	42.25%
CONTINGENCY APPLIED	\$235,400.00	\$19,616.67	\$30,937.53	(\$17,519.01)	(\$9,326.82)	(\$16,293.96)	\$28,492.34		\$16,290.08	\$98,083.33	\$81,793.25	6.92%

FOX WEST REGIONAL SEWERAGE COMMISSION

Item C.



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

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

Monthly Operational Summary

June, 2023

PLANT OPERATIONS

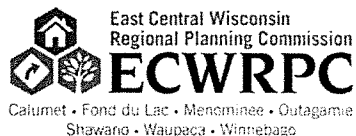
1. **PLANT PERFORMANCE** – The facility met all DNR permit limits in June.
2. **PRIMARY CLARIFIER DRAIN DOWNS-** On 6/5/23 we began draining primary clarifier #1. It was cleaned and returned to service on 6/7/23. We have also drained and cleaned tanks #2, and #3. Tank #4 will be drained after the week of the 4th of July. The oil has been changed on all four of the drive units.
3. **YARD WORK-** Fox West staff sprayed the property for weed control.
4. **HVAC PM WORK-** Johnson Control technicians were on site for three days performing the inspections and preventative maintenance on the HVAC equipment.
5. **PEST CONTROL-** Valley Pest Control was on site on 6/17/23 to spray various areas of the property for spider control.
6. **PLC PROGRAM BACK-UP-** Faith Technologies was on site on 6/29/23 to download copies of the programs from each PLC panel on site. The PLC's are the devices that control the operation of each piece of equipment in the plant. Faith did have back-up copies of the programs, however Fox West did not.

PRETREATMENT

1. **CANTEEN VENDING-** Canteen Vending has submitted their corrective action plan, and they requested a site visit from their chemical supplier. The chemical vendor has recommended that they replace the pH probe. Once the new probe has been installed the vendor will provide training on operating and maintaining the new equipment. Fox West has requested that Badger Labs move their 3rd quarter sampling from September to July in order to determine if these changes have brought Canteen back into compliance.
2. **OUTLOOK GROUP-** Fox West had requested SDS sheets for the chemicals used at the American Drive location. We are currently reviewing these documents. We will also be scheduling a walk-through of the facility to observe their production process.
3. **GULFSTREAM-** We have received Gulfstream's permit application. The permit will be renewed this summer with an additional outfall for their new aircraft paint stripping operation.
4. **MASTERFLEET-** The discharge manhole will be vacuumed out on 6/30/23. Upon inspection, this manhole was found to have an excessive amount of debris accumulating in it.
5. **DENTAL AMALGAM INSPECTIONS-** We are continuing to schedule inspections for dentist offices in order to confirm the proper disposal of their amalgam.

EQUIP OPERATIONS

1. **2006 F250 PICKUP TRUCK-** While traveling to Greenville to collect the daily sample, one of the straps holding the gas tank broke. The vehicle was taken to Mathews Tire and two new straps were installed (\$454.05). I will be getting pricing to replace this truck for the 2024 budget.
2. **BACK-UP GENERATOR-** During our monthly exercising, we found that the generator was struggling to start. Cummins was on site on 6/22/23 to troubleshoot the problem. They found that the fuel pump would not maintain prime when the unit was not running. They installed a ½" check valve on the fuel line to prevent any fuel from draining back into the tank. The generator started smoothly after the repairs had been completed.
3. **UV DISINFECTION-** Fox West staff replaced three failed ballast units on the UV banks. I sent two of the failed ballasts out to be rebuilt (\$1,300). Fox West staff have also been working on getting the low level water shut off switches working properly. The water level sensing rods will need to be replaced on both units.
4. **SLUDGE MIXER #7-** The mixer was rebuilt (\$11,897.00) and returned to service on 6/7/23
5. **INFLUENT PUMP SEAL WATER-** The seal water lines for all five influent pumps are severely corroded. I have obtained a quote from August Winter to replace the lines. I have also asked Crane Engineering to provide a quote. I have budgeted \$30,000 in 2023 to complete this project.



June 8, 2023

Timothy Wittmann, P.E.
Davel Engineering & Environmental
1164 Province Terrace
Menasha, WI 54952

**Subject: Water Quality Management Conformance Review – Sewer Extension
Country Meadows First Addition**

East Central Review No. 2023-027

Dear Tim Wittmann:

This is to acknowledge receipt of your request on May 24, 2023 that East Central Wisconsin Regional Planning Commission (ECWRPC) review the proposed sanitary sewer extension to serve Country Meadows First Addition, a 35-lot single-family residential subdivision in the Village of Greenville, Outagamie County. Your request seeks a determination that the submitted plans are in conformance with the approved Wisconsin Areawide Water Quality Management Plan (AWQMP) in accordance with Section 208 of the Clean Water Act and sections NR 110.08 and SPS 382.20(4)(b)2.a. of the Wisconsin Administrative Code. As a contracted agency of the Wisconsin Department of Natural Resources, ECWRPC is the Areawide Coordinating Agency under Wisconsin's AWQMP Program.

Commission Staff has determined that the proposed sanitary sewer extension projects along Everglade Road, Otis Drive, Husky Court, and Morning Glory Lane are within the Fox Cities - Fox West Sewer Service Area (SSA). The proposed development appears to impact some delineated wetlands. In addition, a tributary to Bear Creek is located near development on the north end of the subdivision. Wetlands and streams are considered environmentally sensitive areas in the Fox Cities SSA Plan. A 75-foot buffer from the stream is required. The appropriate WDNR and/or United States Army Corps of Engineers wetland disturbance permits need to be obtained prior to approval.

To protect water quality, best management practices should be utilized and maintained throughout duration of construction activities. The sanitary sewer extensions for the proposed First Addition to County Meadows Subdivision is generally consistent with the Fox West SSA Plan and AWQMP elements.

A copy of this letter should be enclosed with the project plans sent to the Wisconsin Department of Natural Resources and other appropriate agencies for their review. If you have any questions, please contact me at wpaustian@ecwrpc.org or at 920-886-6832.

Sincerely,

Wilhelmina Paustian
Senior Planner

State of Wisconsin
Department of Natural Resources
PO Box 7921, Madison WI 53707-7921
dnr.wi.gov

Sewer Specification Checklist

Form 3400-095 (R 4/17)

Notice: In accordance with s. NR. 108.04(2)(a), Wis. Adm. Code, this form is authorized to accompany final specifications for any reviewable sanitary sewer project that is submitted to the Department of Natural Resources (Department) pursuant to s. 281.41, Wis. Stats and s. NR 108.03, Wis. Adm. Code. Completion of this form is required by the Department for any sanitary sewer plan submittal to evaluate conformance with requirements in chs. NR 108 and 110, Wis. Adm. Code

All necessary information must be provided on this form. Failure to complete this form correctly may result in rejection of this form by the Department. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records law (ss. 19.31 - 19.39, Wis. Stats.).

Please type or clearly print your answers to all questions.

Sanitary sewers will be constructed in accordance with (select one of the following):

- 1. Standard specifications for Sewer and Water Construction in Wisconsin (_____ edition).
Note: Standard specifications do not amply cover erosion control measures. Special provisions must be submitted.

- 2. Standard specifications for municipality on file with the Department:

Municipality Name: _____

Approval Number: _____ Date of Approval _____

Are the specifications on the file with the Department less than 4 years old? Yes No

- 3. Specifications submitted with plans (please fill out Sections A through G below):

Note: Specifications must be signed and sealed by a professional engineer.

A. Pipe Material	Application Standard	Joint Type and Standard
Asbestos Cement	_____	_____
Cast Iron	_____	_____
Concrete	_____	_____
Vitrified Clay	_____	_____
Steel	_____	_____
Ductile Iron	_____	_____
PVC	<u>D2241</u>	<u>Gasket</u>
ABS Composite	_____	_____

Is any pressure sewer pipe being used? Yes No

If yes, indicate type, standard and joints: _____

B. Is trench width adequate for pipe laying, jointing and placement of proper backfill? Yes No

C. Bedding type for pipe meets requirements of ASTM C12-81 or MOP 9? Yes No

Class A Class B Class C

Bedding material for PVC and ABS composite pipe meets requirements of ASTM D2321-80? Yes No

Class I Class II Class III

D. Suitable backfill material within 2 feet of pipe (no frozen or organic material or large stones)? Yes No

E. Infiltration - less than 200 gal/in/mi/day? Yes No

Test Procedure: _____ Low Pressure Air _____

F. PVC pipe deflection testing? Yes No N/A

Method: _____ Deflection by Mandrel _____

G. Manholes:

Diameter 4-foot diameter precast concrete per

Material Village specifications

Outside Drops _____

Water Tight Inlets and Outlets _____

Sketch Included _____

I certify that this document, to the best of my knowledge and belief, is true, accurate, and complete.



Signature of Consulting or Municipal Engineer Responsible for Preparing this Form

E-40111

Wisconsin P.E. Number

**For DNR Sewer Checklist
Country Meadows**

Proposed Service Area (acres)

Immediate 34.13 Ultimate

35 Number of Lots

Population to be served

Density Population

Per Capita Sewage Contribution (gallons per day)

Average 100 Peak 400

Design Flows (gallons per day)

Average Peak

Design Flows (cubic feet per second)

Average Peak

Design BOD

lbs/day

Design TSS

lbs/day

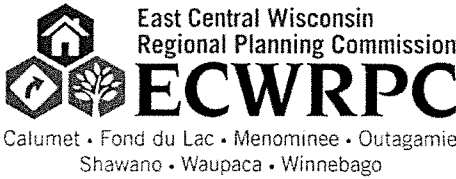
Design TP

lbs/day

Directions

- 1 Yellow borders indicate information to be entered.
2. Enter the area of the project in acres.
3. Enter the number of lots.

Note: If the project is a condo or apartment project, enter the number of units instead of number of lots.
This worksheet cannot be used for commercial or industrial projects.



Section "208" Water Quality Management (WQM) Letter / SSA Review Request & Fee Payment Form

This form should be completed and submitted, (along with your check payable to East Central Wisconsin RPC), in conjunction with the required project submittal documents. Project proposals may be emailed in .pdf format provided they are legible and complete (as described in the Submittal Instructions). Review comments and the "208 Letter" will be returned via email for expediency and convenience. Applicants may request a receipt of payment upon request. Questions should be directed to Wilhelmina Paustian at wpaustian@ecwrpc.org or by calling (920) 751-4770. A copy of this form in .pdf format is available on East Central's website (www.ecwrpc.org) under the SSA Planning Program.

(PLEASE PRINT)

Submittal Date: 05 / 24 / 2023

Project Name: Country Meadows First Addition

Project Type (circle one):

- Sewer Extension
- Private Lateral
- Lift Station
- WWTF Facility Plan
- SSA Amendment
- Sewer Reconstruction

Fee Amount (from schedule on reverse): \$ 250.00

(Note – please pay only the initial fee indicated. If additional charges are incurred, you will be notified to authorize continuation of the review)

Municipality Name: Greenville

County Name: Outagamie RPC Member County RPC Non-Member County

Sanitary District Name (if applicable) _____

Primary Project Contact: Timothy Wittmann, P.E.

Company/Business: Davel Engineering & Environmental, Inc.

Phone No. 920-560-6568

E-mail: tim@davel.pro

ECWRPC USE ONLY:

REVIEW NO. _____

DATE RCVD. _____

CHECK NO. _____

DATE COMPLETED: _____

BY: _____

*Please paper clip check payable to East Central Wisconsin RPC to this page.
If the check is not attached, the review will not be initiated!*

ECWRPC Water Quality Management Planning Program Fee Schedule (Effective: March 1, 2023)		
	Member County *	Non-Member County *
SSA Plan Updates	None	Contract Agreement
SSA Amendments	\$500	\$1,000
SSA Amendment Appeals	\$500	\$1,000
NR-110 Facility Plan/ Amendment Reviews	\$500	\$1,000
Sanitary Sewer Extension Conformance Reviews	\$250	\$250
Private Lateral Conformance Reviews & Other Reviews (i.e. Lift Stations)	\$100	\$100
Public Sewer Reconstruction Project Conformance Reviews [which do not increase the service area or capacity]	Exempt	\$100

*As of January 2023, Member communities include any that lie within Calumet, Fond du Lac, Outagamie, Shawano, Menominee, Waupaca, or Winnebago Counties. All other MCD's, (Green Lake, Marquette, & Waushara Counties), are considered to be 'non-members'. Please contact Commission staff if you have any questions regarding membership status of communities.

State of Wisconsin
 Department of Natural Resources
 Bureau of Water Quality
 PO Box 7921, Madison WI 53707-7921
dnr.wi.gov

Sanitary Sewer Submittal

Form 3400-059 (R 08/20) Page 1 of 6

Notice: In accordance with s. NR. 108.04(2)(a), Wis. Adm. Code, this form is authorized to accompany final plans and specifications for any reviewable sanitary sewer project that is submitted to the Department of Natural Resources (Department) pursuant to s. 281.41, Wis. Stats and s. NR 108.03, Wis. Adm. Code. Completion of this form is required by the Department for any sanitary sewer plan submittal to evaluate conformance with requirements in chs. NR 108 and NR 110, Wis. Adm. Code. This form is not intended to be used for interceptor projects. Please submit a facility plan report for interceptor projects. If you question if a sewer should be submitted using this form, please contact DNR wastewater plan review staff.

All necessary information must be provided on this form. Failure to complete this form correctly may result in rejection of this form by the Department. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records law (ss. 19.31 - 19.39, Wis. Stats.).

Please type or clearly print your answers to all questions.

1. General Information

A. Municipality Name City Town Village Sanitary District Utility District

Greenville

B. Project Name (as indicated on the plans):

7454 Country Meadows

C. Wastewater Treatment Facility Name:

Fox West

D. Sewage Collection System Owner Name (after installation):

Greenville

E. Responsible Project Inspector (List name and/or title, if known):

2. Submittal Requirements:

- A. Is a CD, flash drive, or other storage device containing PDF files of the final plans and/or specifications included with this plan submittal? Yes No
- B. Are the submitted paper and electronic plans and/or specifications signed and sealed by a registered Wisconsin professional engineer? Yes No
- C. Is the submitted paper set of plans in half size format (11" x 17")? Yes No
- D. Are the construction plans and/or specifications submitted in conformance with ch. NR 108 and ss. NR 110.06, 110.07, and 110.10(3), Wis. Adm. Code? Yes No
- E. If this project is intended to be funded through the Clean Water Fund Program, is an abbreviated engineering report included with this submittal, or was one previously submitted? Yes No N/A

3. Sewer Service Area

- A. Is a map of the sewer service area that shows the location of the proposed sewer attached to this plan submittal? Yes No
- B. Does the project only involve replacement/rehabilitation construction of existing sanitary sewer where the sewer service area has not changed? Yes No
- i. If no, please provide the basis of the design for the area and population to be served by the proposed sewer:
- | | | | |
|--------------------------|-------------|------------------------------|--------------------|
| Ultimate design year: | <u>2030</u> | Population Density per acre: | <u>2.6</u> |
| Total Population Served: | <u>88</u> | Immediate Area Served: | <u>34.13</u> acres |
| | | Ultimate Area Served: | <u>34.13</u> acres |

4. Erosion Control

- A. Does the municipality have an erosion control ordinance? Yes No
- i. If yes, will compliance with the ordinance be required for this project? Yes No
- B. Do the plan sheets show the erosion control provisions? Yes No
- C. Do the specifications require that the erosion control measures be in place before construction begins and maintained during construction? Yes No
- D. Will the project disturb one or more acres of land? Yes No
- i. If yes, has an electronic Notice of Intent been submitted to the DNR for the land disturbing construction activities for coverage under the construction site storm water runoff general permit in accordance with Chapter NR 216, Wis. Adm. Code (<https://dnr.wi.gov/topic/stormwater/construction/forms.html>)? Yes No
- ii. Construction Site ID#, if known: _____

Sanitary Sewer Submittal

Form 3400-059 (R 08/20) Page 2 of 6

7454 Country Meadows

5. Water Diversion

- A. Will the proposed sewer project result in a diversion of water from a water supply system that uses surface water from the Great Lakes System to the Mississippi River Basin? Yes No

6. Sanitary Sewer Overflow Structures or Bypasses

- A. Are there any existing sanitary sewer overflow structures or bypasses or known bypass locations that function in the sewerage system? **If you answered "Yes" to this question, please answer the sub-questions under A.** Yes No

i. Number of sanitary sewer overflow structures or bypasses: _____

ii. Location of sanitary sewer overflow structures or bypasses:

7. Wetlands and Waterways

- A. Will the proposed project involve construction in, on, over, or under a water of the state (i.e. any dredging of the waterway; placement of footings or pilings in the waterway; placement of piping under or on the bed of the waterway; installation of any piping on the shoreline or in the waterway; or placement of any material that could be a barrier for boating or other recreational navigation)? **If you answered "Yes" to this question, please visit the DNR Waterways and Wetland Permit website (<http://dnr.wi.gov/topic/Waterways/>) to determine what waterway permits may be needed for your project and answer the sub-questions under A.** Yes No

i. Does the project require a waterway permit? Yes No

ii. Is a copy of the DNR permit(s) coverage letter(s) attached to this plan submittal? Yes No N/A

Note: The DNR wastewater program cannot issue a sanitary sewer plan approval until the DNR waterway permit(s) has been issued

- B. Have you reviewed the DNR Surface Water Data Viewer (SWDV) web site (<https://dnr.wi.gov/topic/surfacewater/swdv/>) and conducted an on-site field inspection to verify whether the proposed sanitary sewer construction will impact any wetland areas (attach map from the SWDV)? Applicants for sanitary sewer projects must review the DNR SWDV website and conduct an on-site field inspection to determine whether the proposed project will impact any wetland areas prior to completing and submitting this form. Yes No

(Note: "Impact" means any construction-related disturbance resulting in any temporary or permanent change in the characteristics of the wetland including direct excavation within the wetland area, temporary or permanent soil placement / removal within the wetland area, drainage modifications within or adjacent to the wetland area that may cause hydrological changes to the wetland, etc.)

- C. Based on the review in part B, will the proposed project impact any wetland areas? **If you answered "Yes" to this question, please visit the DNR Waterways and Wetland Permit website (<http://dnr.wi.gov/topic/Waterways/>) to determine what wetland disturbance permits may be needed for your project and answer the sub-questions under C.** Yes No

i. Are you eligible for a municipal wetland disturbance permit or does the project require a wetland individual permit? Yes No

ii. Is a copy of the DNR and/or USACE wetland disturbance permit(s) coverage letter(s) attached to this plan submittal? Yes No N/A

Note: The DNR wastewater program cannot issue a sanitary sewer plan approval until the DNR and/or USACE wetland disturbance permit(s) have been issued.

- D. Do the plans show the location/boundaries of any impacted or nearby waterways and/or wetlands? Yes No

Sanitary Sewer Submittal

Form 3400-059 (R 08/20) Page 3 of 6

7454 Country Meadows

8. Floodplain

- A. Will any manhole tops and sewers be installed within any floodplains or areas that have the potential to be flooded by street runoff? **If you answered "Yes" this question, please answer the sub-questions under A.** Applicants should determine if construction of any manholes or sewers will be within the floodplain or areas that have the potential to be flooded by street runoff. (**Note:** "Floodplain" means that land which has been or may be covered by flood water during the regional flood. The floodplain includes the floodway, flood fringe, shallow depth flooding, flood storage and coastal floodplain areas. "Regional flood" means a flood determined to be representative of large floods known to have occurred in Wisconsin or which may be expected to occur on a particular lake, river or stream once in every 100 years.) Yes No
- i. Are the regional (100-year) flood elevation and floodplain contours indicated on the plans? Yes No
- ii. Will solid watertight manhole covers be installed to prevent flooding? Yes No
- iii. Does the project conform to the requirements in ch. NR 116, Wis. Adm. Code? Yes No

9. Pumping and Dewatering

- A. Is there potential for construction trenches or pits to be dewatered or pumped for this project? **If you answered "Yes" to this question, please answer the sub-questions under A.** Yes No
- i. Will the specifications include construction site dewatering methods consistent with the Wisconsin DNR Conservation Practice Standard 1061 or equivalent methodology? Yes No
- ii. If contaminated groundwater or soils are expected on the site, will section(s) of the specifications address handling and discharge requirements for the contaminated media? Yes No
- iii. Will the specifications include requirements for the contractor to submit and obtain the necessary Wisconsin Discharge Elimination System (WPDES) permits and/or high capacity well approvals for the dewatering for the project? Yes No

Note: Dewatering or pumping of groundwater or contaminated groundwater if encountered from construction trenches or pits that is discharged to a water of the state (excludes discharge to sanitary sewer systems) requires coverage under a WPDES permit. These discharges may be eligible under either the Dewatering Operations WPDES General Permit or the Contaminated Groundwater from Remedial Action Operation WPDES General Permit (<https://dnr.wi.gov/topic/wastewater/GeneralPermits.html>). Also dewatering systems that will have a total combined pumping capacity of 70 gallons per minute (100,000 gallons per day) or more may require a high capacity well approval (<https://dnr.wi.gov/topic/Wells/HighCap/Apply.html>).

10. Separation Between Water Supplies

- A. Are all proposed sewers and manholes at least 200 feet from public water system wells (s. NR 811.12(5)(d)3., Wis. Adm. Code) **OR** are all proposed sewers that meet the material, joint, and testing requirements of s. NR 811.12(5)(d)2., Wis. Adm. Code at least 50 feet from public water system wells and all manholes at least 200 feet from public water system wells? Yes No
- B. Is the minimum horizontal separation distance of 8 feet between the sewer and existing or future water mains being met? (s. NR 811.74(2), Wis. Adm. Code)? Yes No
- C. Where water mains cross over sewers, is the minimum vertical separation distance of 6 inches being met (s. NR 811.74(3), Wis. Adm. Code)? Yes No N/A
- D. Where water mains cross under sewers, is the minimum vertical separation distance of 18 inches being met (s. NR 811.74(3), Wis. Adm. Code)? Yes No N/A
- E. **If you answered "No" to any of the above questions (A-D), please answer the sub-questions under E.** The below are required for sewers that do not meet the separation requirements from new or existing public water system infrastructure.
- i. Has the public water system given written approval or no-objection to the sanitary sewer plans? Yes No
- ii. Has a plan submittal with a request for review been sent to the DNR Public Drinking Water Engineering Section? Yes No
- iii. Is a copy of the written no-objection/approval from the public water system and DNR Public Water Engineering Section attached to this plan submittal? Yes No

Sanitary Sewer Submittal

7454 Country Meadows

- F. Are all sewers at least 25 feet from all existing private or non-community wells (s. NR 812.08(4) Table A, Wis. Adm. Code)? **If answered "No" to this question, please answer the sub-questions under F.** Yes No
 - i. Has Form 3300-208 (Application for Sewer/Existing Private Well Separation) been submitted to the DNR Drinking Water and Groundwater Program to request a variance to the 25-foot separation distance requirement? Yes No
 - ii. Is a copy of the approved variance to the 25-foot separation distance attached to this plan submittal? Yes No

11. List below all sewers to be constructed as part of this project:

Diameter (in.)	Length (feet)	Street Name or Easement Description	Material
8	327	Everglade Road	PVC
8	951	Otis Drive	PVC
8	380	Husky Court	PVC
8	1133	Morning Glory Lane	PVC

12. Sewer Design Requirements (s. NR 110.13(2), Wis. Adm. Code)

- A. Will the all sewers be installed deep enough to prevent freezing? **If you answered "No" to this question, please answer the sub-questions under A.** The below are required for sewers that do not meet the minimum depth of cover to prevent freezing. Yes No
 - i. Please specify the type and thickness of insulation that will be provided, and the basis for the thickness of the proposed insulation:
 - ii. Are all the proposed locations of insulated pipe(s) along with a standard construction detail indicated on the plans? Yes No
- B. Will all gravity sewers be installed deep enough to provide gravity basement drainage for sanitary wastes? Yes No N/A
 - i. If no, has the owner(s) of the existing buildings been advised, in writing, prior to construction of the sewers? Yes No
- C. Do all proposed gravity sewers meet the minimum slope requirements as specified in s. NR 110.13(2) (c), Wis. Adm. Code? **If you answered "No" to this question, please answer the sub-questions under C, and provide design calculations for the estimated peak diurnal flow velocity in the non-conforming pipe segment(s).** The below are required for sewers that do not meet the minimum slope requirements. Yes No N/A
 - i. Has the sewer system owner provided justification that demonstrates that the physical circumstances warrant the lesser slopes? Yes No
 - ii. Has written assurance been submitted from the sewer system owner that the sewer system owner will provide the additional maintenance which may result from sedimentation due to the decreased velocities? Yes No
- D. Will all proposed gravity sewers be designed with an average velocity of 2.0 feet per second or greater when flowing full? Yes No N/A
- E. Will all gravity sewers be laid with straight alignment between manholes? Yes No N/A
- F. Will all gravity sewers that have slopes greater than 20% be anchored consistent with s. NR 110.13(2)(g), Wis. Adm. Code Yes No N/A
- G. Where velocities of greater than 15 feet per second are attained, will special provisions be made to protect against displacement or erosion? Yes No N/A
- H. Are design calculations for all proposed sewers attached to this plan submittal? Yes No

Sanitary Sewer Submittal

Form 3400-059 (R 08/20) Page 5 of 6

7454 Country Meadows

13. Manhole Installation (s. NR 110.13(3), Wis. Adm. Code)

- A. Is there a manhole present at all changes in grade and size or alignment, and at all pipe intersections? Yes No
- B. Is a manhole being constructed at the end of each sewer line (including stubbed sewer)? **If you answered "No" to this question, please answer the sub-questions under B.** The below are required for each of sewer line where a manhole is not installed at the end. Yes No N/A
- i. Will all stubbed sewers be capped or plugged and will no service be provided until a manhole is installed under a Department approved project? Yes No N/A
- ii. Is the cap or plug labeled on the plans for each stubbed sewer? Yes No N/A
- C. Will all manholes be spaced less than or equal to the required maximum intervals as specified in s. NR 110.13(3)(b), Wis. Adm. Code? **If you answered "No" to this question, please answer the sub-question under C.** The below are required for manholes that do not meet the manhole spacing requirements. Yes No N/A
- i. Does the sewer system owner have access to cleaning equipment with the capability to reach the extended sewer lengths? Yes No
- D. Is an outside drop provided at each manhole where the invert elevation of the entering sewer is 2 feet or more above the spring line of the outgoing sewer? **If you answered "Yes" or "No" to this question, please answer the sub-questions under D.** Yes No N/A
- i. List the location of all manholes where an entering sewer is 2 feet or more above the spring line of the outgoing sewer:
Manholes S-1 and S-100
- ii. Are all outside and/or inside drop manholes labeled on the plans? Yes No
- iii. Is a standard construction detail of the outside and/or inside drop manhole provided in the plans? Yes No
- iv. Will the entire outside drop connection be encased in the concrete? Yes No N/A
- v. For installation of inside drop connections in new manholes, will an oversized manhole be installed? Yes No N/A
- vi. For installation of inside drop connections in existing manholes that are not oversized, is justification provided that explains why an outside drop cannot practicably be constructed and how the encroachment upon the maintenance and access of the manhole will be addressed? Yes No N/A
- E. Will the diameter of all manholes be greater than or equal to 42 inches? Yes No
- F. Will the flow channel through the manholes be made to conform to the shape and slope of the sewers? Yes No
- G. Are the tops of all manholes at or above finished grade? Yes No

14. Force Mains (s. NR 110.14(3)(j), Wis. Adm. Code): Yes No

- A. Is a cleansing velocity of at least 2 feet per second maintained in the force main at the design pumping rate of the lift station? Yes No
- B. Please specify what type of air relief will be provided at each high point in the force main (select one):
- Combination Automatic Air Relief and Vacuum Valve
- Automatic Air Relief Valve
- Manual Air Relief Valve
- Other specify _____
- C. When a force main enters the gravity sewer manhole, will the discharge be at a point not more than 2 feet above the spring line of the receiving sewer? Yes No

Sanitary Sewer Submittal

Form 3400-059 (R 08/20) Page 6 of 6

7454 Country Meadows

15. Clearwater

A. If this is a sewer extension, will all storm and other clearwater including that from sump pumps, roof drains, cistern overflows, and building foundation drains be excluded for these proposed sanitary sewers, to the best of your knowledge? Yes No N/A

B. To the best of your knowledge, will street and tributary building sewers be laid in such a manner as to minimize entrance of groundwater and will building sewers and drains be installed to conform with clearwater prohibitions in state plumbing regulations (s. SPS 382.36(4)(6), Wis. Adm. Code)? Yes No

Certification

I certify that this document, to the best of my knowledge and belief, is true, accurate, and complete.

Signature of Consulting or Municipal Engineer Responsible for Preparing this Form

Date Signed

Wisconsin P.E. Number E-40111

State of Wisconsin
 Department of Natural Resources
 Wastewater Section
 PO Box 7921, Madison WI 53707-7921
dnr.wi.gov

Sanitary Sewer or Lift Station Project Approval Request

Form 3400-160 (R 11/17)

Page 1 of 2

Date: 05/24/2023

Notice: In accordance with s. NR. 108.04(2)(a), Wis. Adm. Code, this form is authorized to accompany final plans and/or specifications for any reviewable sanitary sewer and/or lift station project that is submitted to the Department of Natural Resources (Department) pursuant to s. 281.41, Wis. Stats and s. NR 108.03, Wis. Adm. Code. Completion of this form is required by the Department for any sanitary sewer or lift station plan submittal to evaluate conformance with requirements in chs. NR 108 and 110, Wis. Adm. Code.

All necessary information must be provided on this form. Failure to complete this form correctly may result in rejection of this form by the Department. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records law (ss. 19.31 - 19.39, Wis. Stats.).

Please type or clearly print your answers to all questions.

General Information

I am submitting one paper copy and one CD containing PDF files of plans and/or specifications for (select all that apply).

Sanitary Sewer Extension Sewer Replacement/Rehabilitation Lift Station Force Main

Project Title:

Country Meadows

Project construction will occur at the following locations:

Street	Pipe Size (in.)	Pipe Length (ft.)
Everglade Road	8	327
Otis Drive	8	951
Husky Court	8	380
Morning Glory Lane	8	1,133

The sewer and/or lift station plan submittal conforms with the following:

True False N/A

- Attached are completed Department Forms 3400-205, 3400-059, 3400-095 and 3400-168 (Form 3400-168 is only required for lift station projects).
- Attached is a general map of the proposed sanitary sewer extension showing the proposed sewer service area.
- Attached is the sewerage system owner approval letter in accordance with s. NR 110.12, Wis. Adm. Code (Only required if the engineer is not an employee of or has not been retained by the municipality).
- Attached is a copy of the wastewater treatment facility (WWTF) approval letter (Only required if sewer system is connected to a regional WWTF).
- Attached is a copy of the Sewer Service Area /Water Quality Management (208) conformance letter (See communities which require this letter available at the WDNR website: <http://dnr.wi.gov/topic/wastewater/RPClist.html>)
- Sewers do not come within 50 feet of a private water supply well OR 200 feet of a public water supply well in conformance with ss. NR 811.12 (5)(d) and 812.08(4)(c), Wis. Adm. Code.
- Lift Stations do not come within 8 feet of water main, 100 feet of a private water supply well OR 200 feet of a public water supply well in conformance with ss. NR 811.12 (5)(d), 811.75(1)(a) and 812.08(4)(d), Wis. Adm. Code.
- Sewers meet the minimum required horizontal and vertical separation distances from water mains in conformance with s. NR 811.74, Wis. Adm. Code.
- Erosion and sediment control practices are consistent with the WDNR construction site erosion and sediment control technical standards and are on the plan sheets. (The WDNR construction site erosion and sediment control technical standards are available on the WDNR website at: http://dnr.wi.gov/topic/stormwater/standards/const_standards.html). If the project is part of a construction site that will disturb one or more acres of land, a Notice of Intent and associated attachments (Forms 3500-053 and 3500-053C) for coverage under the Construction Site Stormwater Runoff General Permit has been submitted to the Department in accordance with ch. NR 216, Wis. Adm. Code.
- Sewer and/or lift station construction does not impact any wetlands.
- Sewer and/or lift station construction does not impact any navigable waterways.
- Sewer and /or lift station plans and specifications are in conformance with chs. NR 108 and 110, Wis. Adm. Code.

I certify that this document, to the best of my knowledge and belief, is true, accurate, and complete.

Preparer's Last Name Wittmann	First Name Timothy	Email tim@davel.pro	P.E. Number E-40111
Signature		Name of Firm Davel Engineering & Environmental, Inc.	

Country Meadows 05/24/2023

**Sanitary Sewer or Lift Station Project
Approval Request**

Form 3400-160 (R 11/17)

Page 2 of 2

If you have any questions on sewer and/or lift station approval requests or the plan review process, please visit the WDNR website at:
<http://dnr.wi.gov/topic/wastewater/AdequateSubmittal.html>

From: Youngquist, Rachel <Rachel.Youngquist@winnebagocountywi.gov>
Sent: Wednesday, June 21, 2023 5:57 AM
To: Kelly Wisnefske, Town Administrator, Town of Clayton <townadministrator@townofclayton.net>
Subject: 6/20 Winnebago County Meeting

Good Morning

Last night the Winnebago County Board Meeting met from 6 - 10. The first couple of hours were taken up by two presentations. Dr. Topel presented a building he would like to purchase for the Human Services from the Housing Authority. We have been renting it for the past years and they would like to sell a 8 bedroom, 4 bathroom for 250,000. We did not vote on it but all the comments were favorable for when it does come to us for a vote.

Another presentation was on the possible changes to Merit Pay Plan. There was a lot of discussion. Mostly individuals on the Board stating their opinion. This was not a voting item at this time.

The County Board Chair appointed an individual to replace the vacant seat of Mike Norton. Many of the new Supervisors asked many questions, many of the of Supervisors with experience voiced that they have never seen another individual scrutinized as much as Timothy Errnst. We voted and he was voted in.

\$1000 scholarships were handed out to 5 high school students (9 won but 4 were not able to attend the meeting)

The meeting portion:

Two report and amendatory ordinance was removed from the consent agenda and sent back to the committee due to clearing up an issue and a spelling error.

All other items passed on the agenda except for one resolution that had to do with revision to State Renewable Energy Contract Regulations. It needed to pass with a 3/4 majority and failed.

Please let me know if you would like more detail on any items!

Have a great Wednesday
Rachel Youngquist

Hi Clerks

The county board is getting ready to start work on next years budget. The individuals departments have already started their work.

The question on everyone's mind is: When will the towns get their Spirt Fund Money? Unfortunately I do not have a good answer for that. The delay is in the executive branch. The displeasure of this delay was communicated to the executive by several supervisors including myself.

I plan to attend the following town board meeting in July

Clayton - July 5

Winchester - July 10

Wolf River - July 24

Have a great 4th of July Holiday

Howie

Howard Miller

(920) 427-6423

Winnebago County Supervisor 36

Department of Public Safety

June 29th. 2023

DPS Report to Town Board

As of June 29th. 2023 the Dept. has been paged-out for 117 calls. Sixty-one were EMR calls and forty-five were fire calls, and eleven that were both. This compares to 117 to date in 2022.

We have applied for a 50% matching grant with the DNR. The grant award notices come out in October. We have also submitted a grant request to Georgia-Pacific Corp.

Ac Austad and I met with Dave Schneider from Red Power Diesel. He is our sales person for Pierce. We discussed final details for the new truck. We will meet again with Dave and the truck committee on September 11th to review the drawings and sign-off on component placement. The current delivery date is March 15th. 2024

Fox Crossing FD is working to schedule three tour/training sessions for the new high school. CFR will be invited to attend the training sessions.

I am doing research on mass casualty incident equipment and training. CFR already has Clayton School in our response area and will be auto-aid requested by Fox Crossing FD to any mass casualty incident at the high school. When I have details, I will present the information to the board for further review.

We have several pre-plans that have been drawn up and are now being reviewed on-site when the fire inspection is done for the particular business.

We had two members attend the car show at Brennand airport on June 25th. as a public education opportunity. We will have a presence at the Brennand Fly-In again this year. August 19th is our annual Touch-A-Truck pub ed event here at the Larsen complex. You are all invited to stop in and check out the learning opportunities at the event.

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 B

From: Administrator/Staff

To: Town Board

Re: Town Board review and consideration of Resolution 2023-005 A Resolution Approving an Intergovernmental Agreement to Satisfy Eligibility for a Recycling Consolidation Grant for Calendar Year 2024.

Attached please find a draft copy of Resolution 2022-005. Staff is requesting the Board approve the attached Resolution to be able to participate in the Recycling Consolidation Grant Program. This approval is routine in the DNR's Recycling Grant Application process.

Should the Board wish to approve Resolution 2022-005, a motion and a **ROLL CALL** vote would be in order.

Suggested Motion:

Motion to approve Resolution 2021-005 and direct staff to submit the approved Resolution to Winnebago County Solid Waste Management Board.

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

Respectfully Submitted
Kelsey

JOHN M. RABE, P.E.
Director

www.winnebago-county-solid-waste.com
solidwaste@winnebago-county-wi.gov



LANDFILL/ADMINISTRATION Item A.
100 W. COUNTY RD. Y
OSHKOSH, WI 54901

PHONE (920) 232-1800
FAX (920) 424-1189

Winnebago County

Solid Waste Management Board

The Wave of the Future

DATE: June 13, 2023
TO: Contracted Responsible Units
FROM: Kathy Hutter – Operations Manager *KH*
RE: WDNR Recycling Consolidation Grant 2024 Cooperative Agreement

Enclosed you will find the **Intergovernmental Agreement to Satisfy Eligibility for the Wisconsin Recycling Consolidation Grant for Calendar Year 2024**. Winnebago County Solid Waste will develop and provide your office with printed copies of the 2023 Winnebago County Waste & Recycling Guide later this year so that you may qualify for the WDNR Recycling Consolidation Grant Funds. New this year, Solid Waste will also make available a digital Winnebago County Apartment Recycling Guide to help facilitate outreach to a new audience. This resource will be made available on the Winnebago County Solid Waste website to download and a PDF will be distributed via email once finalized. Finally, as a partner of Tri-County Recycling, Winnebago County will continue to co-fund and promote the Waste Wizard Material Search Engine & Betterbin smartphone recycling app, along with distributing "Is that REALLY recyclable?" promotional magnets, stickers and business cards for these tools. Residents can access the Waste Wizard at: www.recyclomoretricity.org/waste-wizard/ or www.winnebago-county-solid-waste.com, and the Betterbin app can be downloaded in any app store.

Please route the enclosed document for approval/signature and return via email or mail to me by Friday, August 18, 2023. If you would like a Word document version instead of PDF, please let us know.

Note: The City of Neenah and City of Oshkosh pre-qualify for this grant due to population and are not included in this consolidation agreement.

Please contact Kathy Hutter at 920-232-1853 or email KHutter@winnebago-county-wi.gov if you have any questions.

JH/jh/KH

S:\Landfill\52811 Recycling Programs\811 RUGs\DNR Recycling Consolidation Grant\2024

Intergovernmental Cooperative Agreement to Satisfy Eligibility for the Wisconsin Recycling Consolidation Grant for Calendar Year 2024

This agreement is made by and between the Cities of Menasha and Omro, the Villages of Fox Crossing and Winneconne, and Towns of Algoma, Black Wolf, Clayton, Neenah, Nekimi, Omro, Vinland, Winchester, Winneconne, and Wolf River, each of which is a municipal corporation, and each of which is a Responsible Unit as defined in Section 287.01(9) of the Wisconsin Statutes (collectively referred to as the “Responsible Units” or “RUs”) for purposes of implementing efficiencies related to operating an effective recycling program in accordance with ss. 287.11 and 287.24, Wis. Stats., and ch. NR 542, Wis. Admin. Code. This agreement is intended to qualify for the 2024 Wisconsin Recycling Consolidation Grant.

WHEREAS the RUs believe that, by working together in this cooperative agreement, they can more effectively and efficiently provide for the recycling education needs of their citizens; and

WHEREAS the RUs desire to collaborate in an effort to educate about recycling; and

WHEREAS the RUs recognize the importance of educating residents about recycling and their RU responsibility to do so; and

WHEREAS Winnebago County produced the 2023 Winnebago County Waste & Recycling Guide; and

WHEREAS Winnebago County developed the 2023 Winnebago County Apartment Recycling Guide; and

WHEREAS Winnebago County partnered with Brown and Outagamie Counties, collectively known as Tri-County Recycling, to fund, host, and promote the Waste Wizard Material Search Engine tool and a smartphone recycling app developed by Betterbin; and

WHEREAS the Winnebago County Waste & Recycling Guide, the Winnebago County Apartment Recycling Guide, the Waste Wizard Material Search Engine, and the Betterbin smartphone app provide comprehensive information on single-stream recycling guidelines, recycling plastic bags, proper medical sharps disposal, electronics recycling, universal waste recycling, household hazardous waste programs, pharmaceutical drop boxes and waste reduction tips; and

WHEREAS Section 66.0301(2) of the Wisconsin Statutes authorizes cooperation between municipalities and allows municipalities to contract with each other for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by law; and

WHEREAS each participating RU will maintain a copy of the other above listed RUs' cooperative agreements on file, given that not all cooperating RUs will be able to sign a single document;

IT IS THEREFORE AGREED THAT the above listed RUs have and will make available to its residents the 2023 Winnebago County Waste & Recycling Guide, the 2023 Winnebago County Apartment Recycling Guide, and Tri-County Recycling's Waste Wizard Material Search Engine & Betterbin smartphone app, recognizing additional and consistent education will reduce contamination and improve recycling, thereby enabling the processing and marketing of these recyclables in the most efficient and cost-effective manner possible.

SIGNATURE

TITLE

MUNICIPALITY

DATE

MEMORANDUM

Business Item

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of a Request for Funds & Memorandum of Understanding between the Wisconsin Elections Commission (WEC) and Town of Clayton to participate in the 2023 Absentee Ballot Envelope Subgrant Program.

Please find in your packet copies of both the subgrant announcement issued by WEC, as well as the MOU.

As a bit of background, WEC has approved a redesign of the absentee envelopes beginning with the 2024 election cycle. The final designs have not yet been approved, but the new styles will be required for all elections in the 2024 cycle. All our current stock will need to be destroyed and replaced. WEC is offering this subgrant to help offset costs to the municipalities for this change.

The Town will be eligible to receive through this subgrant \$425.62 to be used towards the updated absentee envelopes we are required to purchase. This amount will only cover a small portion of the cost to order the new, required materials

Should the Board wish to proceed, a motion to approve the MOU would be in order.

Suggested Motion:

Motion to approve the Request for Funds & Memorandum of Understanding & direct Staff to submit to the Wisconsin Elections Commission.

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

Respectfully Submitted
Kelsey



Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984
(608) 266-8005 | elections@wi.gov | elections.wi.gov

DATE: June 12, 2023

TO: Wisconsin Municipal Clerks
Wisconsin County Clerks
City of Milwaukee Election Commission
Milwaukee County Election Commission

FROM: Wisconsin Elections Commission

SUBJECT: 2023 Absentee Ballot Envelope Subgrant Reimbursement Program

1. **SUMMARY.** On March 3, 2023, the Wisconsin Elections Commission (WEC) approved the allocation of federal funds for an absentee ballot envelope subgrant program. This subgrant is provided to partially offset the costs jurisdictions incur purchasing the redesigned absentee ballot envelopes (EL-120 and EL-122) planned for approval on August 4, 2023.

2. **BACKGROUND.**

The bipartisan Commission unanimously directed the creation of new absentee ballot envelope designs in order to ensure compliance with the law. The old envelope designs do not conform with guidance from recent court orders and do not fully comply with all statutory requirements. Furthermore, the old envelope designs do not incorporate design features (adopted in other states) that make them easily identifiable to the U.S. Postal Service. For these reasons, the Commission, on April 28 and again on June 1, unanimously determined that the current EL-120 and EL-122 shall not be used in 2024.

To partially offset the cost of adopting new envelope designs, the WEC will disburse up to \$600,000 of Federal funds through the approved 2023 Absentee Ballot Envelope Subgrant Program. Each jurisdiction may receive an award calculated proportionally based on their estimated January 1, 2022, voting age population as determined by the Department of Administration Demographic Services Center.¹ The minimum award is \$20.00. A list of award amounts is attached as Appendix A.

3. **AUTHORIZED USES.** All funds received must be expended to purchase the redesigned absentee envelopes which includes both the EL-120 and EL-122.

4. **HOW DO JURISDICTIONS APPLY?** An authorized representative of each jurisdiction must complete and return a 2023 Absentee Ballot Envelope Subgrant Memorandum of Understanding (MOU)

¹ https://doa.wi.gov/Pages/LocalGovtsGrants/Population_Estimates.aspx

Wisconsin Elections Commissioners

Don M. Millis, chair | Marge Bostelmann | Joseph Czarnecki | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

Administrator
Meagan Wolfe

to the WEC at elections.finance@wi.gov. This subgrant is available to municipalities, or to counties purchasing equipment on behalf of a municipality, but only one award will be granted per municipality.

5. **QUESTIONS?** Call the WEC Help Desk at 608-261-2028 or e-mail elections.finance@wi.gov.



Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984
(608) 266-8005 | elections@wi.gov | elections.wi.gov

2023 ABSENTEE BALLOT ENVELOPE SUBGRANT PROGRAM

REQUEST FOR FUNDS & MEMORANDUM OF UNDERSTANDING

BETWEEN

THE WISCONSIN ELECTIONS COMMISSION

AND

(NAME OF MUNICIPALITY, COUNTY)

I. PARTIES

The parties to this Memorandum of Understanding (hereinafter referred to as “MOU” or “agreement”) are the Wisconsin Elections Commission (hereinafter referred to as the “WEC” or the “Commission”) and the (City) (Village) (Town) of _____ in _____ County, Wisconsin. The Commission is the state agency providing an election security subgrant of federal funds to the city, village, or town. The City, Village or Town identified above is the entity receiving a local election security subgrant from the Commission and is referred to herein as the “receiving jurisdiction.” By signing and dating this agreement, the participating City, Village, or Town agrees to the terms of this agreement with the Commission.

II. PURPOSE

The purpose of this MOU is to set forth the requirements that cities, villages and towns must meet to be eligible to receive an absentee ballot envelope subgrant from the Commission and the requirements for the use of the funds. The subgrant program is funded by the federal HAVA Election Security Grant which was authorized by the U.S. Congress under Section 101 of the Help America Vote Act of 2002 (P.L. 107-252) (HAVA) and provided for in the Consolidated Appropriations Act of 2023 (Public Law 117-328) and issued by the federal Election Assistance Commission. The purpose of the federal grant is to “improve the administration of elections for Federal office, including to enhance election technology and make election security improvements to the systems, equipment and processes used in federal elections” (CFDA Number 90.404; Federal Award Identification Number (FAIN) EAC-ELSEC18WI).

The purpose of the subgrant is to help improve overall election security of federal elections statewide by providing cities, villages, and towns across the State of Wisconsin with federal election security funds to safeguard and secure the integrity of the absentee voting process in federal elections.

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Administrator
Meagan Wolfe

III. SUBGRANT PROGRAM REQUIREMENTS

A. Introduction

The Commission’s Election Security Subgrant Program (“subgrant”) is intended to fund jurisdictions purchasing redesigned absentee ballot envelopes. Each jurisdiction may receive an amount determined based on their estimated January 1, 2022, voting age population as determined by the Department of Administration Demographic Services Center.¹ All funds received must be expended to purchase the redesigned absentee ballot envelopes or returned to the Commission.

B. Envelope Redesign.

At the Commission’s February 2, 2023, meeting, WEC staff were directed to develop a timeline to implement a new absentee ballot envelope package that would allow for the Commission to approve the design no later than its September 20, 2023, meeting. The absentee ballot envelope package for voters includes two envelopes:

- EL-120: Absentee Ballot Mailer Envelope (outside envelope going to voter)
- EL-122: Official Absentee Ballot Application/Certification (inside envelope returning to clerk)

These envelopes were redesigned to ensure compliance with recent court decisions and the Wisconsin statutes. Old envelopes are not compliant with the law, and the Wisconsin Elections Commission unanimously voted not to permit their continued use, starting in 2024.

At the Commission’s March 3, 2023, meeting, the Commission directed staff to allocate \$600,000 of federal funds towards an Absentee Ballot Envelope subgrant program, to partially offset the cost of transitioning to new absentee ballot envelopes now under development. The absentee ballot envelope performs several functions – each essential to the security of the voter’s choice, and the integrity of the wider electoral process. A successful transition to the new design is therefore in the interest of all participants.

IV. FUNDING

- A. Commission staff will award subgrants based on receipt of a signed Memorandum of Understanding (MOU). Jurisdictions may receive a proportional amount of available subgrant funds based on their 2022 estimated voting age population as outlined in Appendix A. The minimum award is \$20.00.
- B. **All funds received must be expended to purchase the redesigned absentee ballot envelopes.** A county purchasing envelopes on behalf of a municipality may receive a subgrant award, however only one award will be granted per municipality. Any unused funds must be returned to the Commission by December 31, 2024.
- C. Subgrant period: **March 3, 2023 – December 31, 2024.** All costs must be incurred, including goods received, during this project period. Bids, proposals, or purchase orders are not adequate for this subgrant.

¹ https://doa.wi.gov/Pages/LocalGovtsGrants/Population_Estimates.aspx

- D. Documentation: Receipts or invoices for all subgrant expenditures, showing date and amount for all funds expended, must be retained by requesting jurisdictions for a minimum of **eight years**. A standard inventory list of all items purchased using subgrant funds must be created and maintained by the jurisdiction for purposes of any state or federal audit.
- E. Request Processing: Subgrant funds will be distributed in a timely manner after the WEC receives the completed and signed MOU from the jurisdiction. Subgrant funds will be disbursed by electronic transfer to a jurisdiction's shared revenues account (if available), or via a physical check sent to a jurisdiction's shared revenues location. For questions related to the processing of subgrant reimbursements, contact the Commission's financial team via the WEC Help Desk at 608-261-2028 or elections.finance@wi.gov.

V. SUBGRANT PROGRAM DEADLINES

To help increase overall election security across the state, the election subgrant program has established the following deadlines:

New Envelope Design Available: August/September, 2023

Application (MOU) Deadline: June 30, 2024

Return Unused Funds Deadline: December 31, 2024

VI. COMPLIANCE MONITORING, CERTIFICATION, DOCUMENTATION AND AUDIT

A. Certification.

The receiving jurisdiction shall certify (by completing the MOU) that information provided is true and correct; it has complied with all terms of the subgrant; the election security subgrant funds will be used to meet the terms of the subgrant, including to increase the accessibility of federal elections; and that any falsification of information related to the subgrant could subject the jurisdiction official to civil or criminal penalties.

B. Documentation.

The receiving jurisdiction shall maintain all documentation of purchases made using subgrant funds provided by the Commission for a minimum of eight years from the date of the expenditure or until the WEC authorizes destruction of said records. A standard inventory list of all items purchased using subgrant funds must be created and maintained by the jurisdiction for purposes of any state or federal audit. Such original purchasing documentation and inventory lists shall be retained by the receiving jurisdiction until the WEC authorizes the destruction of said records. Submission of copies of all purchasing documentation may be required by the WEC or federal auditors at any time.

C. Audit.

All subgrant funds received are subject to audit by the Commission and/or the federal government to ensure funds have been spent appropriately and in accordance with all applicable state and federal laws. Pursuant to Wis. Stat. § 5.05(11), if the federal government objects to the use of any funds provided to a county or municipality under the subgrant, the county or municipality shall repay the amount of the subgrant to the Commission.

D. Regulations.

As the receiving jurisdiction, we further certify that we will follow all state and federal laws, including adherence to all applicable federal requirements including Office of Management and Budget (OMB) guidance: Title 2 C.F.R. Subtitle A, Chapter II, Part 200-Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 C.F.R. § 200) found here: (<https://www.govinfo.gov/app/collection/cfr/2022/>).

VII. SIGNATURES

By signing and dating this agreement the receiving jurisdiction agrees to the terms of this MOU and certifies that the information provided in this MOU is true and correct.

Receiving Jurisdiction

Signature _____
(Authorized Representative of Jurisdiction)

Date: _____

Printed Name _____
(Authorized Representative of Jurisdiction)

Jurisdiction Name: _____

County: _____

Jurisdiction Treasurer Name: _____

Jurisdiction Treasurer Mailing Address: _____

Jurisdiction Clerk E-mail: _____

Submit completed form by June 30, 2024, to:
Wisconsin Elections Commission
201 West Washington Avenue, Second Floor
P.O. Box 7984
Madison, WI 53707-7984
elections.finance@wi.gov
Fax: 608-267-0500

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NICOLET NATIONAL BANK (POOLED)

ALL Checks

Posted From: 6/03/2023 From Account:
Thru: 6/30/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
30126	6/07/2023	AFS BALL BEARING/BRAKE CLEANER/LABOR/TAPE	97.44
30127	6/07/2023	AIT BUSINESS TECHNOLOGIES LLC MONTHLY IT SERVICES - JUNE	2,375.98
30128	6/07/2023	ALL-LIFT SYTEMS LLC RATCHET STRAP WITH CHAIN ANCHORS	293.86
30129	6/07/2023	ASSOCIATED APPRAISAL CONSULTANTS INC INTERNET POSTING/MAINTENANCE	1,679.86
30130	6/07/2023	AT&T MOBILITY 05232023 CELL PHONE SERVICE	350.74
30131	6/07/2023	BOARDMAN & CLARK LLP SEWER SERVICE PLAN/PSC FILING BOOSTER	1,122.00
30132	6/07/2023	CENTRAL STATES H&W FUND HEALTH INS PREMIUM 4/30 TO 5/27/23	14,529.60
30133	6/07/2023	CINTAS CORPORATION UNIFORMS/MATS/JANITORIAL	685.39
30134	6/07/2023	CONWAY SHIELD 2% ELIGIBLE PATCH/GLOVES/LIFELINERS	355.30
30135	6/07/2023	COUNTRY VISIONS COOPERATIVE MAY OFFROAD GAS/ROADSIDE GARBAGE	468.65
30136	6/07/2023	EMERGENCY SERVICES MARKETING CORP, INC IAR SOFTWARE YR 3 (8/2/23-8/1/24)	735.00
30137	6/07/2023	FASTENAL COMPANY 2 NYLOCK	25.54
30138	6/07/2023	FOX CITIES SIGN LLC YARD WASTE SITE SIGN	190.40
30139	6/07/2023	GLLB PROPERTIES LLC FIRE SUBSTATION JULY LEASE 2023	1,236.00
30140	6/07/2023	HORTON GROUP INC 6/4/2023 to 6/3/2023 INSURANCE RENEWAL	33,559.00
30141	6/07/2023	IPR CLAYTON LLC JUNE LEASE PAYMENT	14,500.00
30142	6/07/2023	KRUEGER TRUE VALUE RIDX/ROOT KILLER	71.96
30143	6/07/2023	LARSEN MATERIALS LLC 4 YDS PULIVERIZWED SOIL FONDATTO	70.00
30144	6/07/2023	LITTLE CHUTE ACE HARDWARE SAW WALLBOARD/HEAD LAMP/ACE SNIPS	37.49

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Check Nbr	Check Date	Payee	Amount
30145	6/07/2023	MANNING GROSS & MASSENBURG LLP MARCH & APRIL LEGAL SERVICES	11,630.00
30146	6/07/2023	MARTELLI, SHANNON REFUND PARK RENTAL DEPOSIT CK 1118	100.00
30147	6/07/2023	MCPAHON ASSOCIATES INC EAGLE HEIGHTS & AMERICAN DRIVE	5,976.20
30148	6/07/2023	N&M AUTO SUPPLY BRAKES/UNIVERSAL JOINT/VBELT/FUELFILTER	1,147.35
30149	6/07/2023	NEENAH JOINT SCHOOL DISTRICT JULY MANUF/MOBILE HOME PERMIT FEES	377.15
30150	6/07/2023	NFPA 150 FIRE AND LIFE SAFETY	87.95
30151	6/07/2023	ON-TIME MACHINING & CONSULTING SERVICES, INC FITTING	200.00
30152	6/07/2023	ONWARD ACCOUNTING AND CONSULTING LLC AUDIT/DEBT ISSUANCE/PAYGO ESTIMATES	525.00
30153	6/07/2023	PACKER CITY INTERNATIONAL 2016 INT'L BRAKES/INSPECTION	1,650.98
30154	6/07/2023	PREMIUM WATERS INC BOTTLED WATER	50.94
30155	6/07/2023	RIESTERER & SCHNELL, INC 2016JOHNDEERE REPL CARB/GASKETS/FILTER	836.45
30156	6/07/2023	SHERWIN WILLIAMS PRESSURE REGULATRO FOR 3000EX TORCH	261.61
30157	6/07/2023	STERICYCLE/SHRED-IT SHRED SERVICES	127.76
30158	6/07/2023	TRI CITY GLASS & DOOR ADJUST DOOR CLOSER ARM	163.75
30159	6/07/2023	WI DEPT OF JUSTICE aCCT G3091 BACKGROUND CHECKS	126.00
30160	6/07/2023	WI DEPT OF NATURAL RESOURCES CHAPS, CHAINSAW	110.88
30161	6/07/2023	WI DNR - ENVIRONMENTAL FEES SW MUNICIPAL GENERAL ENVIRONMENTAL FEES	50.00
30162	6/07/2023	WI MEDIA POST CRESCENT NOTICES	186.95
30163	6/07/2023	WI PUBLIC SERVICE BOOSTER PUMP 4/26 TO 5/26/23	232.70

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Check Nbr	Check Date	Payee	Amount
30164	6/07/2023	WI PUBLIC SERVICE STREET LIGHTING ACCT 0401903447-0004	621.83
30165	6/07/2023	WI PUBLIC SERVICE STREET LIGHT ACCT 041903447-0008	292.15
30166	6/07/2023	WUNDERLICH PLUMBING INC WATER CLOSET KITS/FAUCET/METER/LABOR	334.85
30167	6/07/2023	CEDAR CORPORATION PREMIER 2; VALLEY TRUCK LEASING	16,547.54
30168	6/07/2023	IPR CLAYTON LLC JULY LEASE	14,500.00
30169	6/07/2023	WM CORPORATE SERVICES INC ACCT 6-95697-72370 MAY GARBAGE/RECYCLING	25,995.56
30170	6/15/2023	CINTAS CORPORATION UNIFORMS/JANITORIAL	792.28
30171	6/15/2023	CR CANVAS SPECIALTIES INC STRAPS AND BELT	51.28
30172	6/15/2023	FOX WEST REGIONAL SEWERAGE COMMISSION MAY 2023 OPERATIONS	6,256.72
30173	6/15/2023	GARROW OIL MARKETING INC DIESEL	2,186.40
30174	6/15/2023	KRUEGER TRUE VALUE BLADE	63.00
30175	6/15/2023	KS STATEBANK ACCT 3357614 2018 JD WITH 2019 TIGERBOOM	21,321.59
30176	6/15/2023	KWIK TRIP INC ACCOUNT 00398421 GAS	388.64
30177	6/15/2023	LANGE ENTERPRISES INC 2 30X30 FARM MACHINERY SIGNS	154.96
30178	6/15/2023	MANNING GROSS & MASSENBURG LLP LEGAL SERVICES THROUGH MAY 31, 2023	8,722.95
30179	6/15/2023	MCPMAHON ASSOCIATES INC BUILDING INSPECTOR CONSULTING SERVICES	1,122.50
30180	6/15/2023	MENARDS CLEANERS	64.06
30181	6/15/2023	NORTHEAST ASPHALT INC 3/4" dense	443.70
30182	6/15/2023	RHYME BUSINESS PRODUCTS COPIER LEASE	742.86

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Check Nbr	Check Date	Payee	Amount
30183	6/15/2023	RIESTERER & SCHNELL, INC V-BELT	387.73
30184	6/15/2023	WI PUBLIC SERVICE ACCT 042114819-00001 TOC PARK	63.11
30185	6/15/2023	WI PUBLIC SERVICE ACCT 0401903447-00022 GENERATOR	21.91
30186	6/15/2023	WINNEBAGO COUNTY TREASURER CONSTRUCTION/DEMO/WOOD	20.00
30187	6/15/2023	CHARTER COMMUNICATIONS INTERNET	159.98
30188	6/15/2023	CONWAY SHIELD GLOBE SHADOW XF W/ARTIC GRIP	1,166.11
30189	6/27/2023	BITCO INSURANCE COMPANIES CUST #616534 WC-3714379 PREM-AUDIT	2,255.00
30190	6/27/2023	BOARDMAN & CLARK LLP PUBLIC RECORDS REQUEST CITY OF NEENAH	11,254.00
30191	6/27/2023	CENTRAL STATES H&W FUND 5/28 THRU 6/24/23 HEALTH INS PREMIUMS	14,529.60
30192	6/27/2023	CINTAS CORPORATION JANITORIAL & UNIFORMS	659.52
30193	6/27/2023	DUO-SAFETY LADDER CORP FIBERGLASS HANDLE AND POLE HEAD	94.00
30194	6/27/2023	EDT INDUSTRIAL RESOURCES INC V-BELT	45.02
30195	6/27/2023	MCC INC COLD MIX	3,752.50
30196	6/27/2023	MCMAHON ASSOCIATES INC BLDG INSPECTION SERVICES	468.90
30197	6/27/2023	N&M AUTO SUPPLY FILTER/ANTI-FREEZE/THREADLOCKER	481.86
30198	6/27/2023	OSHKOSH AREA HUMANE SOCIETY ANNUAL FLAT FEE 5/1/23 TO 5/1/24	250.00
30199	6/27/2023	PREMIUM WATERS INC BOTTLED WATER	50.94
30200	6/27/2023	ROBERT J IMMEL EXCAVATING INC MAUER DRIVERWAY W AMERICAN DR	3,016.31
30201	6/27/2023	SERWE IMPLEMENT CO INC BEARINGS	1,113.46

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Posted From: 6/03/2023 From Account:
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Check Nbr	Check Date	Payee	Amount
30202	6/27/2023	VILLAGE OF FOX CROSSING SEWER ENGINEERING EVALUATION	205.80
30203	6/27/2023	WI PUBLIC SERVICE STREET LIGHTING	270.87
30204	6/27/2023	WI PUBLIC SERVICE STREET LIGHTING	630.39
30205	6/27/2023	WMCA 2023 WMCA CONFERENCE 8/23-8/25	210.00
Grand Total			237,935.76