



BOARD OF SUPERVISORS MEETING

Wednesday, February 07, 2024 at 6:30 PM

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

AGENDA

CALL TO ORDER

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

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, January 17, 2024 Town Board Meeting

OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA

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

CORRESPONDENCE

- A. Distribution of the 2023 Annual Building Inspection Report
- B. Distribution of the January 2024 Building Inspection Report
- C. Distribution of an invitation to a Superintendent Search Focus Group for the Neenah Joint School District
- D. Distribution of the Northeast Wisconsin Stormwater Consortium (NEWSWC) 2023 Annual Report
- E. Distribution of the meeting materials for the February 7, 2024 Fox West Regional Sewerage Commission Meeting

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

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

BUSINESS

- A. Discussion/Action: Town Board review & consideration of hiring Ron Kohler for a Public Works Laborer position at a wage of \$23.20 per hour with a start date of February 12, 2024.
- B. Discussion/Action: Town Board review & consideration of hiring Meghan Lederhaus for the Janitorial Position for the Town Hall & Park Facilities at a wage of \$18.03 per hour with a start date of February 1, 2024.
- C. Discussion/Action: Town Board review & consideration of retaining KerberRose to perform the Town's 2023 audit at a quoted cost of \$25,000.00.

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - Feb 21; March 6 & 20; Apr 3 & 17
- B. Plan Commission (6:30 pm start unless otherwise noted) - Feb 14; March 13; Apr 10

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

Respectfully submitted,

Russell D. Geise
Town Chairperson

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

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

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

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



BOARD OF SUPERVISORS MEETING

Wednesday, January 17, 2024 at 6:30 PM

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

MINUTES

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

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

PRESENT

Town Chair Geise
 Supervisor Lettau
 Supervisor Grundman
 Supervisor Christianson
 Supervisor Reif

STAFF

Administrator Wisnefske
 Clerk Faust-Kubale
 Attorney LaFrombois - arrived 6:35 pm

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, January 3, 2024 Town Board Meeting

MOTION

Motion made by unanimous consent to approve the Wednesday, January 3, 2024 Town Board Meeting Minutes.

Motion carried by unanimous voice vote.

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

CORRESPONDENCE

- A. Distribution of the December 2023 Building Inspection Report
- B. Distribution of the December 2023 Winnebago County Tonnage Report

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

- A. Winnebago County Sheriff's Department – Public Concerns and Issues
- B. Department of Public Safety Report
- C. Administrator's Report
- D. Chair & Supervisor Reports

OPERATOR LICENSES ISSUED BY THE TOWN CLERK

- A. New - Christie Conradt, Larsen Tavern

BUSINESS REFERRED BY THE PLAN COMMISSION

- A. Plan Commission Recommendation: Motion to approve a Certified Survey Map (CSM) submitted by Chris Perrenault on behalf of Linda Grundman for approval of a CSM combining Tax ID #006-0853-01 (7490 Center Rd) and Tax ID #006-0850-01-03 into one parcel.

MOTION

Motion made by unanimous consent to approve the Certified Survey Map (CSM) submitted by Chris Perrenault on behalf of Linda Grundman with the following condition:

- 1. Identify the existing driveway locations on the face of the CSM

Motion carried 4-0, Supervisor Grundman abstained from voice vote.

- B. Review/Discussion: Plan Commission review & discussion on the Town of Clayton Agribusiness (A-1) Zoning District and updates to the Town of Clayton Zoning Map.

DISCUSSION ITEM ONLY - NO ACTION TAKEN

BUSINESS

- A. Discussion/Action: Town Board review & consideration of appointing LuAnn Fietzer to the Treasurer position with a salary of \$56,000 and a start date of January 22, 2024.

MOTION

Motion made by unanimous consent to appoint LuAnn Fietzer to the Treasurer position.

Motion carried by unanimous voice vote.

REVIEW OF DISBURSEMENTS

- A. Check Summary Register

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - Feb 7 & 21; March 6 & 20; Apr 3 & 17
- B. Plan Commission (6:30 pm start unless otherwise noted) - Feb 14; March 13; Apr 10

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION

Motion made by unanimous consent to adjourn at 6:57 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk

CLAYTON 2023 ANNUAL BUILDING INSPECTOR'S REPORT

PERMIT by CLASS	NUMBER OF PERMITS ISSUED	YTD CONSTRUCTION COSTS	YTD PERMIT FEES
Single Family Homes	6	\$ 3,502,000.00	\$ 5,943.40
Garages, Barns, Sheds, Decks, etc.	17	\$ 838,816.00	\$ 3,650.26
Additions and Remodels	42	\$ 1,957,997.00	\$ 5,217.14
Razed Structures	3	\$ 25,000.00	\$ 210.00
New Commercial	22	\$ 14,981,355.00	\$ 48,734.98
Sign Permits	0	\$ -	\$ -
Cell Tower Modifications	2	\$ 353,000.00	\$ 400.00
Commercial Additions and Remodels	3	\$ 528,000.00	\$ 2,015.64
Zoning	0	\$ -	\$ -
SubTotal	95	\$ 22,186,168.00	\$ 66,171.42
MECHANICALS by CLASS			
Electrical	68	\$ 964,158.00	\$ 18,421.74
HVAC	23	\$ 890,139.00	\$ 15,461.44
PLUMBING	32	\$ 915,235.00	\$ 20,206.85
Subtotal	123	\$ 2,769,532.00	\$ 54,090.03
2023 TOTALS	218	\$ 24,955,700.00	\$ 120,261.45

YEARLY COMPARISONS

YEAR	NEW HOMES	TOTAL PERMITS	CONSTRUCTION COSTS
2023	6	218	\$ 24,955,700.00
2022	13	169	\$ 18,310,938.00
2021	16	173	\$ 19,546,637.00
2020	7	169	\$ 7,117,507.83
2019	11	199	\$ 9,454,444.93
2018	10	184	\$ 6,423,183.00
2017	16	232	\$ 8,095,679.00
2016	16	203	\$ 8,280,539.00
2015	22	181	\$ 11,621,090.00
2014	22	143	\$ 8,759,667.00
2013	15	145	\$ 8,677,602.00
2012	13	141	\$ 6,373,672.00
2011	8	114	\$ 3,360,281.00
2010	16	127	\$ 5,500,437.00

CLAYTON PERMIT SPREADSHEET FOR JANUARY 2024

DATE	PERMIT #	OWNER	ADDRESS	DESCRIPTION	CONTRACTOR	EST. PROJECT COST	PERMIT FEE
1/4/2024	1-24-1B	CLAYTON DEVELOPMENT	2648&2650 PRINCETON	NEW DUPLEX	ALEXANDER HOMES	\$ 410,000.00	\$ 1,062.08
1/4/2024	2-24-1B	CLAYTON DEVELOPMENT	2642&2644 PRINCETON	NEW DUPLEX	ALEXANDER HOMES	\$ 410,000.00	\$ 1,062.08
1/10/2024	3-24-1H	DEAN THIEL	8516 WINNCREST	HVAC REMOD	VALLEY TEMP	\$ 5,000.00	\$ 147.00
1/10/2024	4-24-1E	NICK SCHMIDT	2521&2523 FAIRVIEW	ELECT NEW DUPLEX	CONRAD ELECT	\$ 36,500.00	\$ 489.30
1/10/2024	5-24-1E	DEREK LIEBHAUSER	2689 CTY II #8	NEW MULTI-FAMILY ELECT	LEE MECHANICAL	\$ 160,000.00	\$ 1,133.40
1/10/2024	6-24-1E	DEREK LIEBHAUSER	2689 CTY II #9	NEW MULTI-FAMILY ELECT	LEE MECHANICAL	\$ 160,000.00	\$ 1,133.40
1/10/2024	7-24-1E	DEREK LIEBHAUSER	2689 CTY II #10	NEW MULTI-FAMILY ELECT	LEE MECHANICAL	\$ 160,000.00	\$ 1,133.40
1/10/2024	8-24-1E	DEREK LIEBHAUSER	2689 CTY II #11	NEW MULTI-FAMILY ELECT	LEE MECHANICAL	\$ 160,000.00	\$ 1,133.40
1/10/2024	9-24-1E	DEREK LIEBHAUSER	2689 CTY II #12	NEW MULTI-FAMILY ELECT	LEE MECHANICAL	\$ 160,000.00	\$ 1,133.40
1/16/2024	10-24-1P	DON HENNESSEY	9381 CENTER	NSFD PLUMB	WATTERS PLUMB	\$ 37,442.00	\$ 508.50
1/16/2024	11-24-1H	AMY WEISKOPF	3611 JADETREE	REPLACE A/C-FURNACE	BLACK-HAAK	\$ 12,000.00	\$ 150.00
1/16/2024	12-24-1H	KATHY KOHL	2558 WRENWOOD	REPLACE FURNACE	MODERN SHEET METAL	\$ 4,899.00	\$ 75.00
1/16/2024	13-24-1E	LARSEN-WINCHESTER SANITARY	8249 HICKORY	REPLACE MAIN DISSCONNECT	CR FOCHS	\$ 1,300.00	\$ 75.00
1/16/2024	14-24-1E	JAMES PARKS	2935 RIDGEWAY	ELECT DETACHED GARAGE	D.KAL ELECT	\$ 40,000.00	\$ 129.00
1/25/2024	15-24-1B	BRIAN BAER	7943 PRAIRIEWOOD	REROOF	PARK AVE CONST	\$ 28,000.00	\$ 75.00
1/25/2024	16-24-1H	TIM POST	3481 SHENANDOAH	REPLACE FURNACE	MODERN SHEET METAL	\$ 4,899.00	\$ 75.00
1/25/2024	17-24-1H	BEVERLY HAFEMEISTER	2539 OAKRIDGE	REPLACE FURNACE	MODERN SHEET METAL	\$ 4,099.00	\$ 75.00
1/25/2024	18-24-1H	POSITIVE VENTURES	2770 TOWN CT	REMODO COMMERCIAL HVAC	CENTRAL TEMP	\$ 32,182.00	\$ 456.00
1/25/2024	19-24-1P	CLAYTON DEVELOPMENT	2648&2650 PRINCETON	NEW DUPLEX PLUMB	THERN PLUMB	\$ 28,271.00	\$ 476.04
1/25/2024	20-24-1P	CLAYTON DEVELOPMENT	2642&2644 PRINCETON	NEW DUPLEX PLUMB	THERN PLUMB	\$ 28,271.00	\$ 476.04
1/25/2024	21-24-1H	DEBRA MANN	4783 FAIRVIEW	REPLACE FURNACE	BLACK-HAAK	\$ 5,000.00	\$ 75.00

TOTALS **\$ 1,887,863.00** **\$ 11,073.04**
WINNECONNE PERMITS **\$129,000.00** **\$423.00**
 *in process of switching reporting to QuickBooks



Tue 1/30/2024 11:47 AM

Jane Coenen <jane.coenen@neenah.k12.wi.us>

NJSD Superintendent Search - Focus Group Session

To ■ Clerk Town of Clayton; ■ Winnebago County Deputy Clerk - Cassie Smith-Gregor; ■ Charlotte Nagel; ■ Town of Vinland - Maggie Starr; ■ Village of Fox Crossing - Darla Fink; ■ Winnebago County Clerk's Office - Terre Boettcher; ■ Barthels, Julie A; ■ Ellen Skerke

As you may know, NJSD's superintendent, Dr. Mary Pfeiffer, is retiring after this school year. NJSD and its superintendent search partner, Hazard Young Attea Associates (HYA), will be hosting focus group meetings to guide the search for our next superintendent. **We would like to invite government leadership and officials from each city, town, and village, including emergency response leaders, to attend a focus group session on Thursday, February 8 at 1:00 p.m. at our District Office (410 S. Commercial Street) to provide their input.**

Please share this information with your government leaders. It would be greatly appreciated if you could let me know by February 6 how many will be attending from your municipality as this will help us in arranging the space where this session will be held.

Many thanks for your assistance in this matter. Jane

2023 ANNUAL REPORT





2023

ANNUAL REPORT

NEWSC Mission:

To facilitate efficient implementation of stormwater programs locally and regionally that will meet DNR and EPA regulatory requirements and maximize the benefit of stormwater activities to the watershed by:

- Fostering partnerships
- Sharing Information
- Seeking Administrative Efficiency
- Pooling Financial Resources

The Northeast Wisconsin Stormwater Consortium was formed in 2005 as a subsidiary of the Fox-Wolf Watershed Alliance. The consortium is a collaborative of members with leadership elected annually from within its membership.

NORTHEAST WISCONSIN STORMWATER CONSORTIUM

PO Box 1861
Appleton, WI 54912

NEWSC Coordinator: Alyssa Reinke
Email: Alyssa@fwwa.org
Phone: (920)851-4336

2023 NEWSC MEMBERS

Brown County	Town of Grand Chute	University of WI – Oshkosh
Calumet County	Town of Lawrence	
Fond du Lac County	Town of Ledgeview	AECOM
Outagamie County	Town of Neenah	Ayres Associates
Winnebago County	Town of Omro	Brown & Caldwell
	Town of Scott	Cedar Corporation
City of Appleton	Town of Taycheedah	Contech Construction
City of De Pere	Town of Vinland	County Materials
City of Fond du Lac		Davel Engineering
City of Green Bay	Village of Allouez	Mach IV Engineering & Surveying
City of Kaukauna	Village of Ashwaubenon	Martenson & Eisele
City of Manitowoc	Village of Bellevue	Mau & Associates
City of Marinette	Village of Combined Locks	McMAHON Group
City of Menasha	Village of Eden	Mead & Hunt
City of Neenah	Village of Fox Crossing	MSA Professional Services
City of Oshkosh	Village of Greenville	raSmith
City of Two Rivers	Village of Harrison	Robert E. Lee Associates
	Village of Hobart	Ruekert & Mielke
Town of Algoma	Village of Howard	Westwood Professional Services
Town of Black Wolf	Village of Kimberly	
Town of Buchanan	Village of Little Chute	
Town of Clayton	Village of N. Fond du Lac	
Town of Fond du Lac	Village of Sherwood	
Town of Friendship	Village of Suamico	



Renew Our Waters

Every choice counts.

ANNUAL REPORT PART 2: STORMWATER PROGRAM EVALUATION - MINIMUM CONTROL MEASURES

MCM #1 PUBLIC EDUCATION & OUTREACH

Topic #1: Illicit Discharge Detection & Elimination

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media or have available to residents by printing and displayed at the office or other public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Carpet Cleaning Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Professional-Carpet-Cleaning.pdf
Carpet Cleaning Website	http://www.renewourwaters.org/carpet-cleaning-2/
Carpet Cleaning Website Updated	https://fwwa.org/2023/01/18/carpet-cleaning/
Greenhouses, Garden Centers, & Nurseries Fyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Garden-Centers.pdf
Professional Power Washing Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Power-washing-for-the-professional-washer.pdf
Power Washing Website	http://www.renewourwaters.org/power-washing/
Concrete Washout Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Concrete-Washout.pdf
Construction Site Erosion & Sediment Control	http://www.renewourwaters.org/wp-content/uploads/2019/07/Construction-BMPs-Erosion-Sediment-Control.pdf
Dumpster Management Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Dumpster-Management-bilingual-pamphlet.pdf
Dumpster Managment Poster	https://drive.google.com/file/d/1736Sg155_XWFND0kH4nHq1MQowgiuD8_/view?usp=sharing
Parking Lot Maintenance Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Parking-Lot-BMP.pdf

***Did you have inspectors in your community stop by any businesses this year?
 Did they do illicit discharge inspections and meet with area businesses about illicit discharge?
 If so, you can record those interactions as active outreach.***

MCM #1 PUBLIC EDUCATION & OUTREACH

Topic #1: Illicit Discharge Detection & Elimination

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media or have available to residents by printing and displayed at the office or other public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Parking Lot Maintenance Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Parking-Lot-BMP.pdf
Winter Parking Lot Maintenance Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/11/Parking-Lot-Maintenance-Winter-BMPs.pdf
Fish Don't Swim in Chlorine Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Pool-Spa-Discharge.pdf
Fish Don't Swim in Chlorine Website	http://www.renewourwaters.org/pools-and-spas/
Fish Don't Swim in Chlorine Website Updated	https://fwwa.org/2023/01/18/fish-dont-swim-in-chlorine-2/

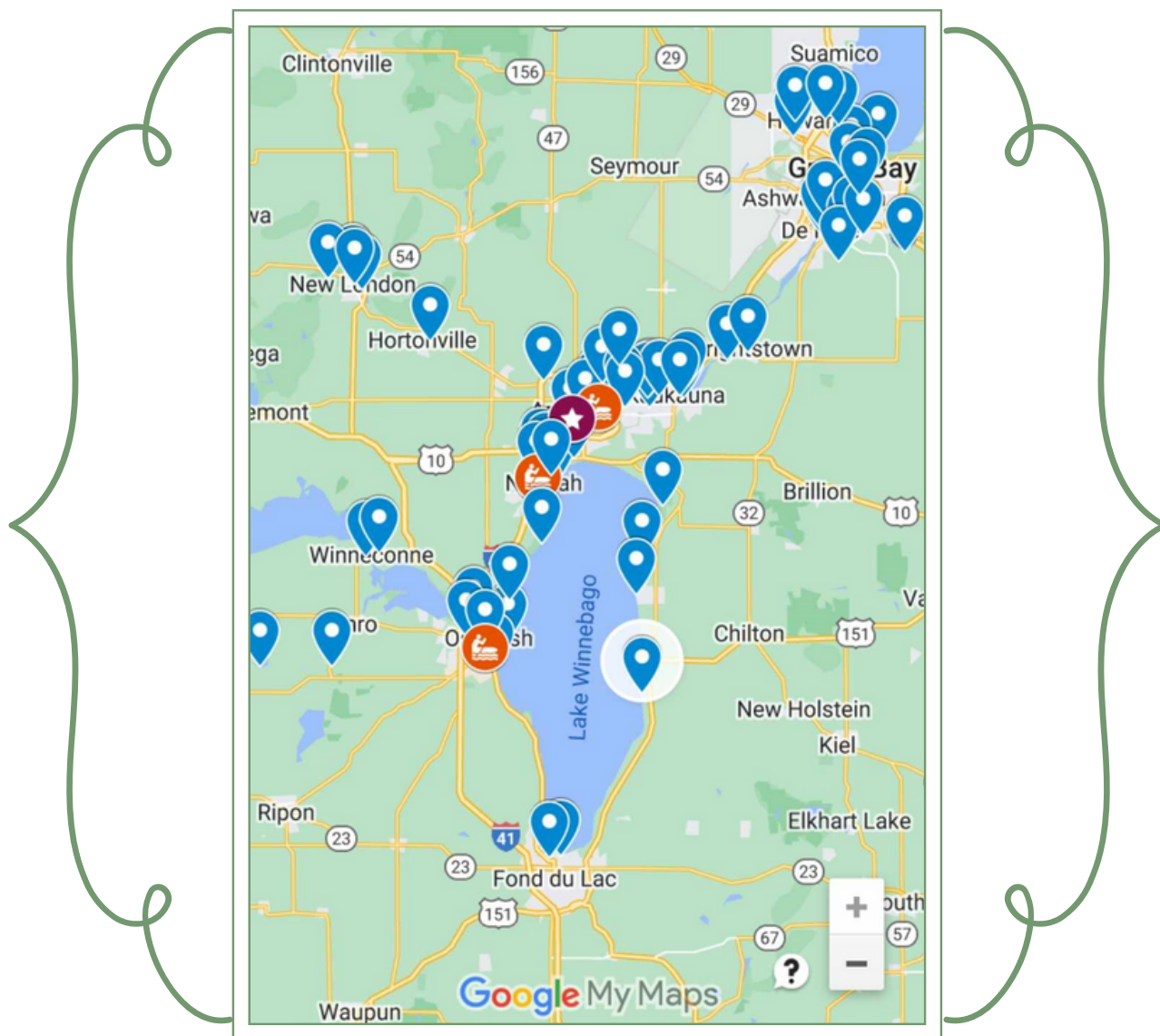


***Did you have inspectors in your community stop by any businesses this year?
Did they do illicit discharge inspections and meet with area businesses about illicit discharge?
If so, you can record those interactions as active outreach.***

NEWSC ACTIVE PRESENTATION DELIVERY ON BEHALF OF MEMBERS: ANNUAL WATERSHED CLEANUP - IDDE EDUCATION FOR VOLUNTEERS

Fox-Wolf Watershed Alliance hosts Northeast Wisconsin's largest volunteer trash cleanup May 6, 2023. We continue to add sites every year. Over 1,600 volunteers joined us in 2023 to clean up over 65 public sites in our watershed. Volunteers started the morning by meeting at their assigned sites, with their site leaders. They learn about trash collection and pollution (illicit discharge) in addition to how to properly retrieve, collect, and dispose of it. After the cleanup, trash weights are totaled and volunteers join us for our annual Cleanup Picnic. Fox-Wolf staff work the event to assist in the fun activities, but also to interact and educate the participants.

There are 65+ cleanup sites located along the Fox River, the Wolf River, Lake Butte des Morts, Lake Winnebago, Lake Winneconne, the East River, the bay of Green Bay, and more throughout the Fox-Wolf River Basin. If your community would like a site added for 2024, contact Sharon (CleanUp@fwwa.org). Sites should have public access. Communities are asked to provide a site leader for the 1st year.



***Additional data and volunteer trash totals can be found under
MCM #2 Public Involvement and Participation (Volunteer Activities)**

NEWSC ACTIVE PRESENTATION DELIVERY ON BEHALF OF MEMBERS: ANNUAL WATERSHED CLEANUP - IDDE EDUCATION FOR VOLUNTEERS CONTINUED

*Total number of active education participants by community

Municipality	Number of Volunteers
Allouez	19
Appleton	196
Brown County	71
Calumet County	48
Combined Locks	41
De Pere	42
Fond du Lac	98
Fox Crossing	20
Grand Chute	11
Green Bay	114
Hortonville	52
Howard	23
Kaukauna	76
Kimberly	63
Ledgeview	38
Little Chute	56
Menasha	76
Neenah	118
New London	35
Oshkosh	226
Winnebago County	87
Winneconne	43
Wrightstown	24



NEWSC ACTIVE PRESENTATION DELIVERY ON BEHALF OF MEMBERS: 2023/2024 CHLORIDE MONITORING - IDDE EDUCATION FOR VOLUNTEERS

Chloride volunteers were trained and received active participation education. During trainings, participants learned about chlorides and their impact on our waterways, proper winter salting/maintenance practices, and Documentation numbers are below and detailed data and photos can be found on the Google Map.

<https://www.google.com/maps/d/u/0/viewer?mid=1hBOxrw1PIrzz9bsalgCTdEIFGvjdrM0&ll=44.371693999171775%2C-88.29907499999997&z=8>

Virtual/Online training recording:

<https://drive.google.com/file/d/1km9X-ez1lStSyE5hVRooJNMIkq7hF4Qr/view?usp=sharing>

*Total number of active education participants by community

Municipality	Number of Active Education Volunteers
Brown County	2
Fond du Lac County	1
Outagamie County	3
Winnebago County	1
City of Fond du Lac	2
City of Green Bay	1
City of Menasha	1
City of Oshkosh	2

Municipality	Number of Active Education Volunteers
Town of Algoma	1
Town of Grand Chute	1
Town of Ledgeview	1
Town of Neenah	1
Town of Vinland	1
Village of Fox Crossing	1
Village of Harrison	1
Village of Howard	1

***Additional data and volunteer totals can be found under
MCM #2 Public Involvement and Participation (Volunteer Activities)**

Topic #2: Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media or have available to residents by printing and displayed at the office or other public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Household Hazardous Waster Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Household-Hazardous-Waste.pdf
Hazardous Waste Website	https://www.renewourwaters.com/our-pets-our-waters/
Household Hazardous Waste Website Updated	https://fwwa.org/2023/01/18/household-hazardous-waste/
Carpet Cleaning Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/carpet-cleaning.pdf
Carpet Cleaning Website	http://www.renewourwaters.org/carpet-cleaning-2/
Carpet Cleaning Website Updated	https://fwwa.org/2023/01/18/carpet-cleaning/
Kids Can Help Too Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Kids-can-help-too.pdf
Kids Can Help Too Website	http://www.renewourwaters.org/kids-can-help-too-3/
Kids Can Help Too Website Updated	https://fwwa.org/2023/01/18/kids-can-help-too/
Good Dog, Good Owner Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Good-Dog-Good-Owner.pdf
Good Dog, Good Owner Website	http://www.renewourwaters.com/our-pets-our-waters/
Good Dog, Good Owner Website Update	https://fwwa.org/2023/01/18/good-dog-good-owner/
Good Dog, Good Owner Infographic	http://www.renewourwaters.org/wp-content/uploads/2019/07/Good-Dog-Good-Owner-Web-Ready.png

***Did you exhibit or do any community presentations that hit on these topics?
If so, you can record those interactions as active outreach.**

Did you issues dog licenses? If you do and you talked with residents about proper pet waste management you can claim that interaction as active education.

Did you host a household hazardous waste collection day? If you did and you talked with residents about impacts of improper disposal, count this as active outreach.

Topic #2: Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing Continued

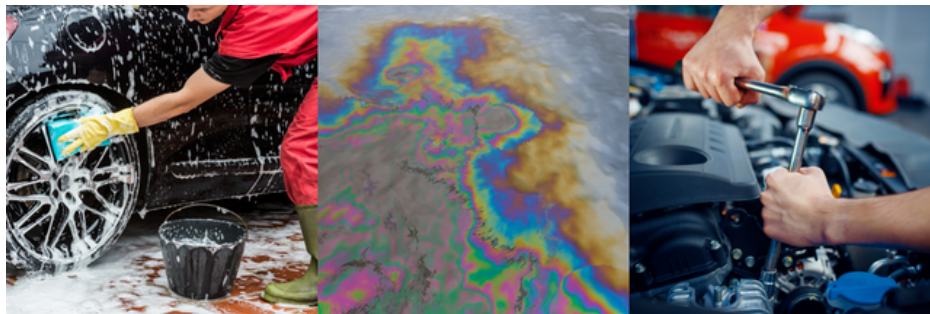
Power Washing Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Power-Washing-Home.pdf
Power Washing Website	http://www.renewourwaters.org/power-washing/
Fish Don't Swim in Chlorine Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Pool-Spa-Discharge.pdf
Fish Don't Swim in Chlorine Website	http://www.renewourwaters.org/pools-and-spas/
Fish Don't Swim in Chlorine Website Updated	https://fwwa.org/2023/01/18/fish-dont-swim-in-chlorine-2/
Vehicle Maintenance Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Vehicle-Maintenance.pdf
Vehicle Maintenance Website	http://www.renewourwaters.org/vehicle-maintenance-2/
Vehicle Maintenance Website Updated	https://fwwa.org/2023/01/18/vehicle-maintenance/
Car Washing Infographic	http://www.renewourwaters.org/wp-content/uploads/2019/07/Car-on-GrassSM.jpg

In 2023, we started to update and reformat a lot of our content. If you did not see our new website for Renew Our Waters, please check it out. There is still content being added in 2024.

<https://fwwa.org/what-we-do/renew-our-waters/>

Additionally, NEWSCA educational flyers can be found through the member portal.

<https://fwwa.org/what-we-do/newsc/newsc-member-resources/>



***Did you exhibit or do any community presentations that hit on these topics?
If so, you can record those interactions as active outreach.**

Do you issue permits for pools? If you do and you talked with residents about pool or spa discharge you can claim that interaction as active education.

Topic #3: Yard Waste Management/Pesticide and Fertilizer Application

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media or have available to residents by printing and displayed at the office or other public venue. If used in the in the manner above: Delivery Mechanism would be passive.



Leave Your Leaves on Land Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Leave-Your-Leaves-on-Land.pdf
Leave Your Leaves on Land Website	http://www.renewourwaters.org/leave-your-leaves-on-land/
Leave Your Leaves on Land Website Updated	https://fwwa.org/2023/09/26/leaveyourleavesonland/
The Perfect Lawn Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/The-Perfect-Lawn.pdf
The Perfect Lawn Website	https://www.renewourwaters.org/the-perfect-lawn-3/
Perfect Landscapes Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/The-Pefect-Landscape-7.9.19.pdf
Perfect Landscapes Website	http://www.renewourwaters.org/the-perfect-landscape/
Perfect Landscapes Website Updated	https://fwwa.org/2023/01/18/the-perfect-landscape/
Kids Can Help Too Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Kids-can-help-too.pdf
Kids Can Help Too Website	http://www.renewourwaters.org/kids-can-help-too-3/
Kids Can Help Too Website Updated	https://fwwa.org/2023/01/18/kids-can-help-too/

***Did you exhibit or do any community presentations that hit on these topics?**

If so, you can record those interactions as active outreach.

Do you have a yard waste disposal site or require a permit/pass? If you do and you talked with residents about yard waste management you can claim that interaction as active education.

Topic #3: Yard Waste Management/Pesticide and Fertilizer Application Continued

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media or have available to residents by printing and displayed at the office or other public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Ice & Snow Control Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Leave-Your-Leaves-on-Land.pdf
Ice & Snow Control Website	http://www.renewourwaters.org/ice-and-snow-control-3/
Ice & Snow Control Infographic	http://www.renewourwaters.org/wp-content/uploads/2019/07/leaf-collection.jpg
Sweep Grass Clippings Infographic	http://www.renewourwaters.org/wp-content/uploads/2019/07/grassclippingsROW.jpg

***Did you exhibit or do any community presentations that hit on these topics?
If so, you can record those interactions as active outreach.**



In 2023, we started to update and reformat our content. If you did not see our new website for Renew Our Waters, please check it out. There is still content being added in 2024. Please note, the links to the previous Renew Our Waters website will become inactive in 2024. If you link to the old site on any of your pages, make sure to update these in 2024.

<https://fwwa.org/what-we-do/renew-our-waters/>

Additionally, NEWSC educational flyers can be found through the member portal.

<https://fwwa.org/what-we-do/newsc/newsc-member-resources/>

Topic #4: Stream and Shoreline Management

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media or have available to residents by printing and displayed at the office or other public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Restore Your Shore Flyer	https://drive.google.com/file/d/1Qcel0qumtuyfu204Qg9kMFa1BSZjb4DA/view?usp=sharing
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***Did you meet with homeowners to educate them on streambank erosion and BMPs to reduce erosion? You can record these discussions as active outreach.**

Topic #5: Residential Infiltration

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media or have available to residents by printing and displayed at the office or other public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Rain Barrel Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/04/Rain-Barrels-Handout.pdf
Rain Barrel Website	http://www.renewourwaters.org/rain-barrels/
Rain Barrel Website Updated	https://fwwa.org/2023/01/18/rain-barrels-2/
The Perfect Lawn Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/The-Perfect-Lawn.pdf
The Perfect Lawn Website	https://www.renewourwaters.org/the-perfect-lawn-3/
Perfect Landscapes Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/The-Pefect-Landscape-7.9.19.pdf
Perfect Landscapes Website	http://www.renewourwaters.org/the-perfect-landscape/
Perfect Landscapes Website Updated	https://fwwa.org/2023/01/18/the-perfect-landscape/
Grass Clippings Infographic	http://www.renewourwaters.org/wp-content/uploads/2019/07/grassclippingsROW.jpg

***Did you host a rain barrel workshop? If so, claim active outreach for this topic.**

Topic #6: Construction Sites/Post Construction Stormwater Management

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media or have available to residents by printing and displayed at the office or other public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Stormwater & the Construction Industry Poster	http://www.renewourwaters.org/wp-content/uploads/2019/07/Construction-BMPs-Erosion-Sediment-Control.pdf
Erosion & Sediment Control Pocket Field Guide	https://drive.google.com/file/d/1TBtgl61znizXDZyLoDRVRVNHxThD40kH/view?usp=sharing

***Did you have active discussions regarding construction site erosion control? If you used these materials or other educational materials and had meetings/trainings (even 1 on 1 meetings with builders/contractors/inspectors) then you can record that interaction as an active outreach. This training may have included the NEWSC Excal Video below.**

Excal Visual Videos on Erosion Control available for member checkout in 2023

“Ground Control” – Stormwater for Construction BMPs

This employee training kit is designed to show employees how erosion, sediments and other potential surface water pollutants are controlled at construction sites. The program focuses on Best Management Practices (BMPs) that are widely used at most construction sites including: silt fence, stabilized entrances/exits, drop inlet protectors and others. The program illustrates how these BMPs work and how they can fail. (14 minutes)

Click here to preview from Excal Visual’s site:

<https://www.excalvisual.com/ground-control-extended-preview>

BMP Master List

The purpose of the Stormwater Quality Management BMP master list is to allow MS4 and Public Works managers to easily search available stormwater and erosion control BMPs based on target pollutants, WDNR Technical Standards, and keywords. The master list provides insight into the benefits and limitations of each BMP, allowing the user to have a brief understanding of each device to help guide decision making when implementing or reviewing projects. The spreadsheet can be found on the NEWSC member resources page on newsc.org and [HERE](#).

Model Ordinance Reference Guides

NEWSC’s Construction Site Erosion Control Reference Guide and Post-Construction Pollution Control Reference Guide – the companion documents to NEWSC’s model ordinances – have been updated and are available for member use. The documents can be found on the NEWSC member resources page on newsc.org.

TOPIC #7: POLLUTION PREVENTION

The resources below were created by NEWSC and are available for NEWSC members to print and post by time clocks for training municipal staff. If used in the manner above: Delivery Mechanism would be passive.

Fleet Maintenance	https://drive.google.com/file/d/1fIRY40S5nhHZU_7clwGTHtDfwgLt7wbu/view?usp=sharing
Land Disturbances	https://drive.google.com/file/d/1VujZccTojAWZhjVcp4e6A9HytWjVAkGu/view?usp=sharing
Materials Storage and Spill Cleanup	https://drive.google.com/file/d/1J_2_SuMYXwmOsqdpsdIINR_0kJ3qkMu/view?usp=sharing
Parks and Ground Maintenance	https://drive.google.com/file/d/14r436EKrJM44x_iPgioWXFrspmqbTVAq/view?usp=sharing
Solid Waste Operations	https://drive.google.com/file/d/1r2gimtAsRanIpxSCevFntWMJwI5Z5tMS/view?usp=sharing
Street and Drainage Maintenance	https://drive.google.com/file/d/1KtkoijMCIPVBhv5VOhYERUIrH52NFXo/view?usp=sharing

Municipal Staff PSAs

Mowing	https://drive.google.com/file/d/1h-tz-pzbTow-xMelISeG30YkN_L-uERr/view?usp=drive_link
Leaf Collection	https://drive.google.com/file/d/1ZSndB33w39XudANHWeTFRcaRjqaP144C/view?usp=sharing
Salt, Brine, & Sand	https://drive.google.com/file/d/1W8GWi9CTSsTd1NbzfS2UQp5rxSXYea_P/view?usp=sharing

***Did you have active pollution prevention trainings? If you used these materials or other educational materials and had meetings/trainings, then you can record that interaction as an active outreach.**

These trainings may have included the NEWSC Excal Videos below.

Did you talk about any of the Municipal Staff PSAs with any employees, at a team meeting, or during a "tool box talk"?

Topic #7: Pollution Prevention Continued

Excal Visual Videos on Pollution Prevention available for member checkout in 2023

"Rain Check" - Stormwater Pollution Prevention for MS4s

Regulated municipalities and other municipal separate storm sewer system (MS4) operators must prevent pollutants from entering their storm drainage systems. One element of this requirement is preventing stormwater pollution by municipal facilities such as fleet maintenance shops, bus barns, sanitation facilities, parks and street sweeping operations. This program shows employees how to practice good housekeeping, spill response, materials management, vehicle fueling and washing and the other BMPs profiled in the "National Menu". {Program versions run between: 19 -and up to- 31 minutes}"

Click here to preview from Excal Visual's site: <https://www.excalvisual.com/swrc-extended-preview>

"Storm Warnings" - Stormwater Pollution Prevention

This training kit is designed to provide general awareness training to employees and contractors about stormwater pollution prevention. It describes Best Management Practices (BMPs) that are useful and important at a wide range of regulated facilities. It covers good housekeeping and other BMPs that help protect stormwater run-off. The kit includes a template to guide the trainer through creating site specific training to use in addition to the general training in the video. (18 minutes)

Click here to preview from Excal Visual's site: <https://www.excalvisual.com/storm-warning-extended-preview>

MUNICIPAL STAFF PSA: MOWING

Smart Mowing

- Mow grass as high as possible and leave the clippings on the lawn
- Mulch grass clippings
- Put mower tire on the curb with the blower pointed to the grass while mowing

Communicate

- Ask supervisors or management about proper procedures
- Bring up issues seen on site
- Ask questions about proper fertilizer application

Debris Management

- Sweep or blow clippings onto grass from paved surfaces
- Do not put debris or clippings in storm drains or waterways
- Remove debris or litter from storm drains

Did you know?

Grass clippings and leaves add excess nutrients like nitrogen and phosphorus in our local waterways. This leads to increased risk of algae blooms. Keeping grass and leaves off of paved surfaces, away from and out of stormwater systems, and out of our waters help keep the water clean and helps your community meet their water quality standards.

TOPIC #8: GREEN INFRASTRUCTURE/LOW IMPACT DEVELOPMENT

NEWSC will be gathering resources for members to use going forward in 2024.

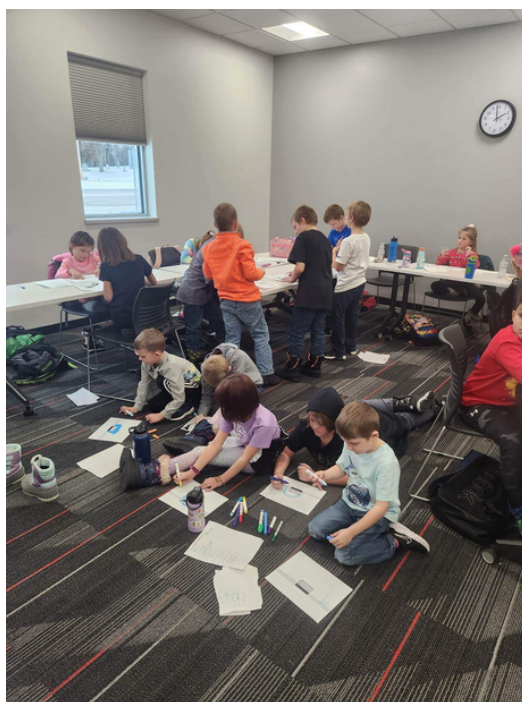
***Did you have active discussion with elected officials or developers about low impact residential design? If you had meetings/trainings or provided presentations on the topic, then you can record that interaction as an active outreach.**

ACTIVE OUTREACH THAT COVERS MULTIPLE TOPICS

The presentations and exhibiting events on the pages that follow can count towards active delivery of any of the topics identified in the table associated with the presentation.

2023 School Presentations

Stormwater Topic:	Discussed?	Stormwater Topic:	Discussed?
Illicit Discharge Detection & Elimination	YES	Residential Infiltration	YES
Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing	YES	Construction Sites and Post Construction Stormwater Management	YES
Yard Waste Management/Pesticide and Fertilizer Application	YES	Pollution Prevention	YES
Stream and Shoreline Management	YES	Green Infrastructure/Low Impact Development	NO



2023 School Presentations Continued

The following presentations were provided in classrooms or virtually in NEWSC communities throughout the Fox-Wolf River Basin in 2023. These lessons covered watershed basics, how we use water, water quality, stormwater runoff pollution, floodplains, water quantity issues, green infrastructure, and tips for students and parents for reducing and preventing polluted stormwater runoff. Tools used for providing this education include: EnviroScape model, Ward’s Floodplain model, stormwater find-it jars, stormwater runoff plinko, and templates for designing storm drain murals.

Name of School/School Event	Date of Presentation	Number of Approximate Reach
Oshkosh North High School	2/15/2023	60
Black Creek Elementary Middle School	9/27/2023	35
Xavier Middle School, Appleton	9/27/2023	111
Horizons Elementary School, Appleton	9/27/2023	88
Columbus, Appleton	9/27/2023	20
St. Peters Lutheran	9/27/2023	29
River View Middle School, Kaukauna	9/28/2023	300

Outagamie County Conservation Field Days

- 9/27/2023; approximate reach 303
- 9/28/2023; approximate reach 341



2023 NEWSC Exhibiting

The presentations and exhibiting events on the pages that follow can count towards active delivery of any of the topics identified in the table associated with the presentation.

Stormwater Topic:	Discussed?	Stormwater Topic:	Discussed?
Illicit Discharge Detection & Elimination	YES	Residential Infiltration	YES
Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing	YES	Construction Sites and Post Construction Stormwater Management	NO
Yard Waste Management/Pesticide and Fertilizer Application	YES	Pollution Prevention	YES
Stream and Shoreline Management	YES	Green Infrastructure/Low Impact Development	NO



2023 Exhibiting



Municipality	Date	Number of Contacts
Calumet County	6/25/2023	183
City of Menasha	11/9/2023	60
City of Appleton	8/15/2023	10
City of De Pere	8/30/2023	18
City of Fond du Lac	6/11/2023	108
City of Fond du Lac	6/10/2023	358
City of Green Bay	6/17/2023	9
City of Green Bay	3/24/2023	11
City of Kaukauna	9/23/2023	55
City of Oshkosh	4/13/2023	8
City of Oshkosh	3/17/2023	20
City of Oshkosh	1/25/2023	12
Town of Clayton	8/19/2023	83
Town of Grand Chute	8/1/2023	105
Town of Ledgeview	4/4/2023	32
University of Wisconsin Oshkosh	10/11/2023	15
Village of Ashwaubenon	8/12/2023	64
Village of Combined Locks	8/26/2023	102
Village of Kimberly	10/20/2023	1500

NEWSC 2024-2025 Exhibiting List

NEWSC member communities are included in an annual exhibiting plan once during the 5 year permit cycle. Communities planned for 2024 and 2025 are listed below:

2024	2025
City of Fond du Lac	City of Green Bay
City of Two Rivers	City of Menasha
Outagamie County	Calumet County
City of De Pere	Village of Combined Locks
City of Manitowoc	Village of Hobart
City of Neenah	Village of Little Chute
Town of Vinland	Town of Black Wolf
Town of Omro	Town of Fond du Lac
Village of Little Chute (2023)	
Village of Suamico (2023)	
Brown County (2023)	

To ensure your space is reserved NEWSC members must:

- 1. Contact the Outreach Coordinator by March 30** of the year you are scheduled with the name of the event, date of the event, and the contact information for the event organizer that you would like the Outreach Coordinator to be a part of.
- 2. Work with the Outreach Coordinator and the event organizer to ensure acceptance of NEWSC participation at the event.** The NEWSC member must pay any exhibiting fees (if applicable) for the event. For most community events, NEWSC members are able to coordinate with the event host for a free exhibiting space, if the event chosen does not waive exhibiting fees for the community, those fees are the responsibility of the NEWSC member.

If communities do not schedule the Outreach Coordinator to participate by March 30, invitations to the Outreach Coordinator from other communities for events will be entertained and all will be accepted as time is available on a first come first serve basis. If the Outreach Coordinator is unable to exhibit in your community due to workload or date of event, NEWSC members may check out exhibiting materials from NEWSC. Promotional materials will be provided as part of the exhibiting display if NEWSC has promotional items to hand out.



PASSIVE OUTREACH THAT COVERS MULTIPLE TOPICS

2023 Totals

NEWSC Media Continued by Topic

Facebook:
 Likes: 398
 Shares: 196
 Followers: 5,079

Instagram:
 Likes: 170
 Followers: 1,083

Topic#1 Total
 Facebook:
 Likes: 203
 Shares: 72

Topic #1: Illicit Discharge Detection & Elimination

Date	Topic	Likes	Shares	Link
1/12/2023	Salt	11	5	https://www.facebook.com/photo/?fbid=545314397783392&set=a.189201083394727
1/13/2023	Salt	6	2	https://www.facebook.com/photo/?fbid=538728978441934&set=a.189201083394727
1/14/2023	Salt	50	5	https://www.facebook.com/photo/?fbid=527852029529629&set=a.189201083394727
1/15/2023	Salt	3	0	https://www.facebook.com/photo/?fbid=520330486948450&set=a.189201083394727
2/9/2023	Watersheds	15	5	https://www.facebook.com/foxwolfriver/posts/pfbid0d7iz2hD2neXiQ4hq6crHG4J5UGPJECTJksvdNWpb3PsnTWjXH4Pv7xq67mBjnvRI
2/20/2023	Carpet Cleaning	3	3	https://www.facebook.com/foxwolfriver/posts/pfbid028okTXbWTADZ7jZbd5YUBCoNSjdnwqH4bhwnqSGjpm1MTK4rSRoVFToLQddEuERBHI
3/22/2023	Protect Our Waters	11	4	https://www.facebook.com/photo/?fbid=527852029529629&set=a.189201083394727
4/24/2023	Trash	10	2	https://www.facebook.com/photo/?fbid=545314397783392&set=a.189201083394727
5/23/2023	Watersheds	2	1	https://www.facebook.com/photo/?fbid=561599219488243&set=a.189201083394727
6/23/2023	Fireworks	4	3	https://www.facebook.com/photo/?fbid=578774857770679&set=a.189201083394727
7/2/2023	Fireworks	4	3	https://www.facebook.com/photo/?fbid=583670827281082&set=a.189201083394727
7/27/2023	Storm Drains	4	4	https://www.facebook.com/photo/?fbid=596710952643736&set=a.189201083394727
7/31/2023	Pools & Spas	10	3	https://www.facebook.com/photo/?fbid=598496189131879&set=a.189201083394727

***Did you share any of these Facebook posts through your communities Facebook account?
 If so, you can record those as passive outreach.**

NEWSC Media by Topic

Facebook:
Likes: 203
Shares: 72

Topic #1: Illicit Discharge Detection & Elimination Continued

Date	Topic	Likes	Shares	Link
8/1/2023	Stormwater 101	4	1	https://www.facebook.com/foxwolfriver/posts/pfbid02jdvEeYbW8zmEmp2ZvKZj8YToVjXWzvvxW3TowcfanC14Rno62Nw6bEULQui2EsBSI
8/5/2023	Stormwater Week	8	6	https://www.facebook.com/photo/?fbid=601421268839371&set=a.189201083394727
8/7/2023	Watersheds & Runoff	4	1	https://www.facebook.com/foxwolfriver/posts/pfbid0257hRo8b5iLpiTWZ73JjvWSBhHq1jrvUWKvaW66oPmPdxLp8UYamvjc dGvaLp2NZI
8/11/2023	Storm Drains 101	3	0	https://www.facebook.com/photo/?fbid=604333061881525&set=a.189201083394727
10/9/2023	Trash	9	2	https://www.facebook.com/photo/?fbid=634621502186014&set=a.189201083394727
10/31/2023	Storm Drains	9	3	https://www.facebook.com/photo/?fbid=646522444329253&set=a.189201083394727
11/10/2023	Chloride Monitoring	19	7	https://www.facebook.com/photo/?fbid=651687117146119&set=a.189201083394727
11/28/2023	Trash/Litter	3	1	https://www.facebook.com/photo/?fbid=660813026233528&set=a.189201083394727
12/13/2023	Winter Maintenance	11	11	https://www.facebook.com/photo/?fbid=668521438796020&set=a.189201083394727



***Did you share any of these Facebook posts through your communities Facebook account? If so, you can record those as passive outreach.**

NEWSC Media by Topic

Topic #2:Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing

Facebook:
Likes: 123
Shares: 58

Date	Topic	Likes	Shares	Link
2/9/2023	Watersheds	15	5	https://www.facebook.com/foxwolfriver/posts/pfbid0d7iz2hD2neXiQ4hq6crHG4J5UGPJECTJksvdNWpb3PsnnTWjXH4Pv7xq67mBjnvRI
2/20/2023	Carpet Cleaning	3	3	https://www.facebook.com/foxwolfriver/posts/pfbid028okTXbWTADZ7jZbd5YUBCoNSjdnwqH4bhwnqSGjpm1MTK4rSRoVFToLQddEuERBHI
3/8/2023	Pet Waste	8	18	https://www.facebook.com/photo/?fbid=520330486948450&set=a.189201083394727
3/22/2023	Protect Our Waters	11	4	https://www.facebook.com/photo/?fbid=527852029529629&set=a.189201083394727
4/12/2023	Household Hazardous Waste	4	10	https://www.facebook.com/photo/?fbid=538728978441934&set=a.189201083394727
4/28/2023	Household Hazardous Waste	3	0	https://www.facebook.com/photo/?fbid=547464947568337&set=a.189201083394727
5/23/2023	Watersheds	2	1	https://www.facebook.com/photo/?fbid=561599219488243&set=a.189201083394727
6/23/2023	Fireworks	4	3	https://www.facebook.com/photo/?fbid=578774857770679&set=a.189201083394727
7/2/2023	Fireworks	4	3	https://www.facebook.com/photo/?fbid=583670827281082&set=a.189201083394727
7/21/2023	Vehicle Washing	6	2	https://www.facebook.com/photo/?fbid=593768889604609&set=a.189201083394727
7/27/2023	Storm Drains	4	4	https://www.facebook.com/photo/?fbid=596710952643736&set=a.189201083394727

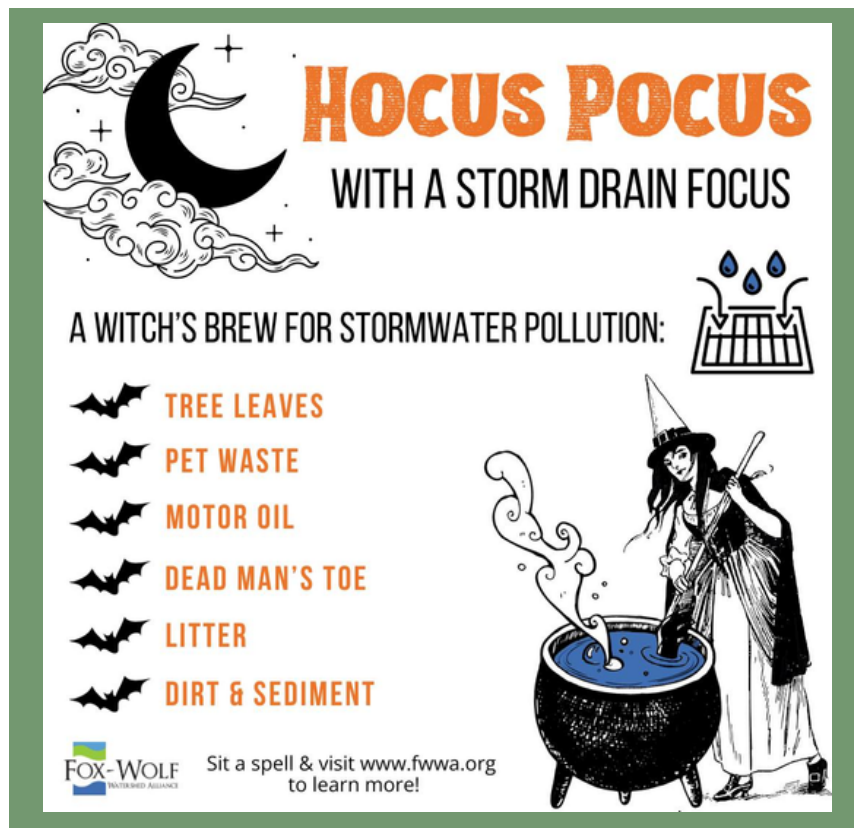
***Did you share any of these Facebook posts through your communities Facebook account?
If so, you can record those as passive outreach.**

NEWSC Media Continued by Topic

Topic #2:Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing Continued

Facebook:
Likes: 123
Shares: 58

Date	Topic	Likes	Shares	Link
8/1/2023	Stormwater 101	4	1	https://www.facebook.com/foxwolfriver/posts/pfbid02jdvEeYbW8zmEmp2ZvKZj8YToVjXWzvvxW3TowcfanC14Rno62Nw6bEULQui2EsBSI
8/7/2023	Watersheds & Runoff	4	1	https://www.facebook.com/foxwolfriver/posts/pfbid0257hRo8b5iLpiTWZ73JjvWSBhHq1jrvUWKvaW66oPmPdxLp8UYamvjwCdGvaLp2NZI
8/11/2023	Storm Drains 101	3	0	https://www.facebook.com/photo/?fbid=604333061881525&set=a.189201083394727
10/2/2023	School Presentations	39	0	https://www.facebook.com/photo/?fbid=634621502186014&set=a.189201083394727
10/31/2023	Storm Drains	9	3	https://www.facebook.com/photo/?fbid=646522444329253&set=a.189201083394727



***Did you share any of these Facebook posts through your communities Facebook account?
If so, you can record those as passive outreach.**

NEWSC Media by Topic

Topic #3: Yard Waste Management/Pesticide and Fertilizer Application

Facebook:

Likes: 83

Shares: 73

Date	Topic	Likes	Shares	Link
5/8/2023	Grass	28	26	https://www.facebook.com/photo/?fbid=553111050337060&set=a.189201083394727
5/26/2023	Spring Fertilizer	6	3	https://www.facebook.com/photo/?fbid=563133106001521&set=a.189201083394727
6/5/2023	Landscaping	9	3	https://www.facebook.com/photo/?fbid=568703508777814&set=a.189201083394727
8/9/2023	Lawn Care (Grass)	8	1	https://www.facebook.com/photo/?fbid=603230935325071&set=a.189201083394727
8/10/2023	Leaves & Streets	4	0	https://www.facebook.com/photo/?fbid=603674405280724&set=a.189201083394727
8/10/2023	Leaves 101	5	0	https://www.facebook.com/photo/?fbid=603911565257008&set=a.189201083394727
9/25/2023	Leaves	12	26	https://www.facebook.com/photo/?fbid=627327342915430&set=a.189201083394727
10/12/2023	Leaves	8	14	https://www.facebook.com/photo/?fbid=636347435346754&set=a.189201083394727
10/23/2023	Leaves	3	0	https://www.facebook.com/photo/?fbid=642450591403105&set=a.189201083394727

Topic #4: Stream and Shoreline Management

Date	Topic	Likes	Shares	Link
11/1/2023	Shoreline Restoration	30	8	https://www.facebook.com/photo/?fbid=647204184261079&set=a.189201083394727

Facebook:

Likes: 22

Shares: 13

Topic #5: Residential Infiltration

Date	Topic	Likes	Shares	Link
6/16/2023	Rain Barrels	10	12	https://www.facebook.com/photo/?fbid=647204184261079&set=a.189201083394727
8/8/2023	Rain Collection 101	12	1	https://www.facebook.com/photo/?fbid=602939862020845&set=a.189201083394727

NEWSC Media/News Coverage

Estimated reach for Media/News Coverage by the following sources is 100,000+ and is a passive form of outreach/education.

Media Outlet	Topic	Publish Date	Link
WFRV Channel 5	Trash Clean up	9/22/2023	https://www.wearegreenbay.com/local5live/celebrate-the-fox-river-when-you-focus-on-fox/
Fox-11	Cleanup & Shoreline Restoration	9/21/2023	https://fox11online.com/news/making-a-difference/oshkosh-north-high-school-students-transform-911-remembrance-into-a-day-of-community-service-akans-acres-communities-program-oasd#
NBC-26	Student Watershed Activism (Oshkosh North)	9/11/2023	https://www.nbc26.com/oshkosh/remembering-9-11-oshkosh-north-students-give-back-to-community
Fox-11	Student Watershed Activism (Oshkosh North)	4/25/2023	https://fox11online.com/sports/outdoors/oshkosh-north-high-school-students-collaborate-nonprofit-fishing-line-receptacles-trash-free-waters-kelly-reyer-asylum-bay-park-lighthouse-ken-robl-conservation-park-environment
WBAY TV-2	Student Watershed Activism (Oshkosh North)	4/25/2023	https://www.wbay.com/2023/04/26/oshkosh-north-students-clean-up-broken-fishing-lines-local-waters/
WPR	Salt Drawbacks	2/2/2023	https://www.wpr.org/education/using-road-salt-has-its-drawbacks-wisconsin-community-leaders-see-solution-brine



NEWSC Media/News Coverage Continued

Estimated reach for Media/News Coverage by the following sources is 100,000+ and is a passive form of outreach/education.

Media Outlet	Topic	Publish Date	Link
620WTMJ	Salt Usage	1/29/2023	https://wtmj.com/news/2023/01/29/local-organizations-bring-awareness-to-salt-usage/
WBAY	Salt Awareness Week	1/23/223	https://www.wbay.com/2023/01/24/interview-salt-awareness-week/
WeAreGreenBay	Salt	1/18/2023	https://www.wearegreenbay.com/news/local-news/salt-leaving-bad-taste-in-mother-natures-mouth-research-shows-high-chloride-levels-in-wisconsin-rivers/
Fox11	Manitowoc Salting Cups	1/10/2023	https://fox11online.com/weather/weather-stories/manitowoc-providing-salt-cups-to-prevent-over-salting-in-wintery-weather



ANNUAL REPORT PART 2: STORMWATER PROGRAM EVALUATION MINIMUM CONTROL MEASURES MCM # 2 PUBLIC INVOLVEMENT AND PARTICIPATION - VOLUNTEER ACTIVITIES

NEWSC Active Delivery on Behalf of Members:

Volunteer Event - Annual Watershed Cleanup May 6, 2024

Fox-Wolf Watershed Alliance continues to add sites every year. If your community would like a site added for 2024, contact Sharon (CleanUp@fwwa.org). Sites should have public access. Communities are asked to provide a site leader for the 1st year.



This year the clean up hosted a photo contest live on Facebook!

Direct link to the contest album: <https://www.facebook.com/media/set?vanity=foxwolfriver&set=a.560843009563864>

Direct link to the full 2023 Cleanup album: <https://www.facebook.com/media/set?vanity=foxwolfriver&set=a.558480689800096>



2023 Annual Cleanup Volunteer Totals by Community

Municipality	Number of Volunteers
Allouez	19
Appleton	196
Brown County	71
Calumet County	48
Combined Locks	41
De Pere	42
Fond du Lac	98
Fox Crossing	20
Grand Chute	11
Green Bay	114
Hortonville	52
Howard	23
Kaukauna	76
Kimberly	63
Ledgeview	38
Little Chute	56
Menasha	76
Neenah	118
New London	35
Oshkosh	226
Winnebago County	87
Winneconne	43
Wrightstown	24



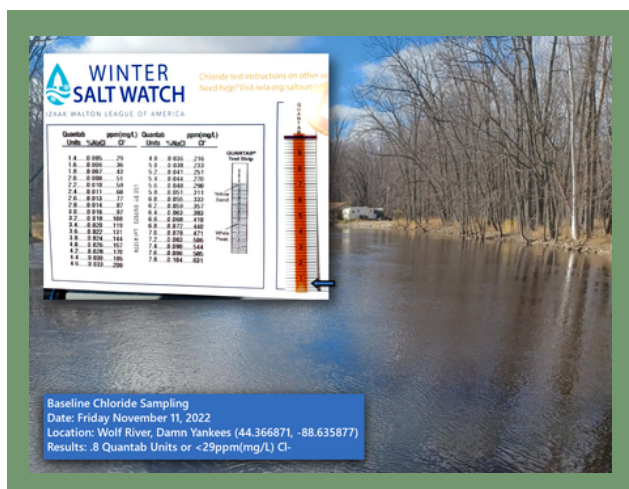
Chloride Monitoring: Fall 2022/Winter 2023

This is considered active participation. Documentation numbers are below and detailed data and photos can be found on the Google Map.

<https://www.google.com/maps/d/u/0/viewer?>

[mid=1hBOxrw1Plrzz9bsalgCTdElFGvjdrM0&ll=44.371693999171775%2C-88.29907499999997&z=8](https://www.google.com/maps/d/u/0/viewer?mid=1hBOxrw1Plrzz9bsalgCTdElFGvjdrM0&ll=44.371693999171775%2C-88.29907499999997&z=8)

Municipality	Number of Active Education Volunteers	Municipality	Number of Active Education Volunteers
Brown County	2	Town of Algoma	1
Fond du Lac County	1	Town of Grand Chute	1
Outagamie County	3	Town of Ledgeview	1
Winnebago County	1	Town of Neenah	1
City of Fond du Lac	2	Town of Vinland	1
City of Green Bay	1	Village of Fox Crossing	1
City of Menasha	1	Village of Harrison	1
City of Oshkosh	2	Village of Howard	1



OTHER NEWS C EFFORTS:

Workshops and Trainings

Stormwater Quality Management Half Day Workshop

Workshop assumed attendees have some knowledge of stormwater management and Appendix A and C of the permit. Continuing Education Credits were be offered. This training gave participants a unique opportunity to work and talk directly with WDNR, local municipalities, and consultants on TMDL requirements and future goals.

Agenda: https://docs.google.com/document/d/131k3UMywejqqrq7bvHtDSY5TcZAqhO7D/edit?usp=drive_link&oid=101153216035145320311&rtpof=true&sd=true

September 14, 2023

7:45 am to 12:00 pm

Coughlin Center - 625 E County Rd Y, Oshkosh, WI 54901 Room B

*See Attendance list on the next page



Committee List:

Chair Person -

- Sue Olson (City of Appleton)

Committee Members-

- George Dearborn (Village of Fox Crossing)
- Paul Willis (Mean & Hunt)
- Abby Manslanka (Martenson & Eisele)
- Justin Keen (Cedar Corp)
- Rich Heath (Town of Algoma)
- Heather Zaubmueller (AECOM)
- Chuck Boehm (Brown & Caldwell)

Presenter List:

- Pete Wood (WDNR)
- Chris Linskens (WDNR)
- Justing Gierach (City of Oshkosh)
- Mark Van Der Wegen (Town of Grand Chute)
- Brent Jalonen (Calumet County)
- Nick Waldschmidt (City of Fond du Lac)
- Jack Richeson (Martenson & Eisele)

2023 Stormwater Quality Management Committee TMDL Half Day Workshop

Attendance:

Abby Maslanka - Martenson & Eisele	Alyssa Deckert - City of Oshkosh	Andy Maracini - Winnebago County	Austin Dyb - Outagamie County	Brad Busse - City of Manitowoc	Brent Jalonen - Calumet County
Casey Canady - City of Oshkosh	Chase Kuffel - City of De Pere	Chris Linskens - WDNR	Chuck Boehm - Brown & Caldwell	Claire Ebben - Outagamie County	Dan Dieck - Village of Fox Crossing
Dan Rammer - MSA Professional Services	Don O'Connel - Town of Vinland	George Dearborn - Village of Fox Crossing	Heather Zaubmueller - AECOM	Jack Richeson - City of Menasha	Jeff Schultz - Martenson & Eisele
Jennifer Liihatta - Robert E Lee Associates	Jimmy Platz - AECOM	Jordan Bovee - Cedar Corp	Joseph Pingel - Cedar Corp	Josh Ruplinger - UW Oshkosh	Justin Gierach - City of Oshkosh
Justin Keen - Cedar Corp	Kelly O'Malley - City of Green Bay	Kia Kling - Village of Fox Crossing	Kris Lyons - Village of Little Chute	Mark Van Der Wegen - Town of Grand Chute	Matt Woicsek - Village of Little Chute
Max McGuire - City of Green Bay	Michael Leidig - Robert E Lee Associates	Michael Morman - Outagamie County	Nick Waldschmidt - City of Fond du Lac	Pete Wood - WDNR	Richard Heath - Town of Algoma
Scott Ahl - City of Two Rivers	Sean Bekx - West Wood Professional Services	Sue Olson - City of Appleton	Todd Devens - Town of Vinland	Valerie Joosten - City of Green Bay	

Thank you 2023 Leadership Council Members!

<p>Chair Heath Kummerow (2022 -2023) City of Neenah</p>	<p>Vice-Chair Brent Jalonen (2022-2023) Calumet County</p>	<p>Secretary/Treasurer Rich Heath (2022-2023) Town of Algoma</p>	<p>Past-Chair Eric Rakers (2022-2023) City of De Pere</p>
<p>Municipal Committee James Rabe (2022-2024) City of Oshkosh</p>	<p>General Public Committee Andy Maracini (2022-2024) Winnebago County</p>	<p>Building & Development Committee Brad Hartjes (2021-2024) raSmith</p>	<p>Stormwater Quality Management Committee Sue Olson (2023-2024) City of Appleton</p>
<p>Member-At-Large Dani Santry (2022-2024) Calumet County</p>	<p>Member-At-Large Paul Willis (2023-2024) Mead & Hunt</p>	<p>Member-At-Large Mark Van Der Wegen (2023-2024) Town of Grand Chute</p>	

Thank you 2023 Committee Members!

General Public Committee	Municipal Committee	Stormwater Quality Management Committee	Building & Development Committee
<p>Andy Maracini - Winnebago County Dani Santry - Calumet County George Dearborn - Village of Fox Crossing Brian Wayner - Westwood Professional Services</p>	<p>James Rabe - City of Oshkosh Jeff Mazanec - raSmith Scott Ahl - City of Two Rivers John Neumerier - City of Kaukauna Sue Olson - City of Appleton</p>	<p>Sue Olson - City of Appleton George Dearborn - Village of Fox Crossing Paul Willis - Mead & Hunt Abby Maslanka - Martenson & Eisle Justin Keen - Cedar Corporation Rich Heath - Town of Algoma Heather Zaubmueller - AECOM Chick Boehm - Brown & Caldwell</p>	<p>Brad Hartjes - raSmith Nick Waldschmidt - City of Fond du Lac Brent Jalonen - Calumet County Patrick Kuehl - Robert E Lee & Associates Chad VandenLangenberg - Outagamie County Katie Buchalski - Ruekert-Mielke</p>

FOX WEST REGIONAL SEWERAGE COMMISSION

Item E.



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

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

February 1, 2024

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

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

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

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

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

The Post Crescent
P O Box 59
Appleton, WI 54912

Mr. Andrew Rossmeissl
Herring 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, February 7, 2024 at 4:00 P.M. The Regular Meeting will be held at the McMahon Associates headquarters at 1445 McMahon Drive in Neenah. The meeting will also be held via teleconference.

Respectfully submitted,

FOX WEST REGIONAL S.C.

A handwritten signature in blue ink that reads "Melissa Starr". The signature is written in a cursive, flowing style.

Melissa Starr
Accounting Clerk

FOX WEST REGIONAL SEWERAGE COMMISSION

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AGENDA For REGULAR MEETING Wednesday February 7, 2024 4:00 P.M.

The meeting will also be held via teleconference.

CALL TO ORDER OF REGULAR MEETING

ROLL CALL

APPROVAL OF AGENDA

SECRETARY'S REPORT: ● Approve Minutes of Regular Meeting (01/03/2024)

TREASURER'S REPORT: ● Approve Voucher List
● Discussion / Review of Bank & Budget Statements

PRESIDENT'S REPORT: ● Discussion/Action

MANAGER'S REPORT: ● Review/Approve Monthly Operational Summary

ENGINEER'S REPORT: ● Update on Fine screen/Blower/Generator Project

OLD BUSINESS: ●

NEW BUSINESS: ●

ADJOURNMENT: ●

FOX WEST REGIONAL SEWERAGE COMMISSION

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REGULAR MEETING MINUTES

January 3, 2024

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

PRESENT:

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

Guests: Chad Olsen (McMahon), Keith Curran (Greenville).

APPROVAL OF AGENDA:

A motion was made by to approve the Agenda as presented, second by Ron Wolff Jr. *Motion Carried.*

SECRETARY'S REPORT:

Minutes

A motion was made by Mike Van Dyke to approve the Minutes of the Regular Meeting and Closed Session held on December 6, 2023; 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 Ron Wolff Jr. *Motion Carried.*

Bank & Budget Statements

President Youngquist asked if there were any questions regarding the bank and budget statements. Commissioner Ziegler noted the checking account interest rate is very minimal and inquired about moving some of the excess funds from the checking account to the LGIP, CD, and/or one of the other accounts with a better interest rate to earn more interest. Accounting Clerk Starr said she will look into the various options and follow up with the commissioners. 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:

No items to report

MANAGER'S REPORT:

Operational Summary

Manager Kaufman discussed his written report; additional details were provided on: The SNDR #2 Digester was taken down for cleaning. When opened, it was discovered that the jet header was clogged which caused approximately 10 ft of sludge to thicken and cake onto the floor and walls of the digester. Speedy Clean was called in to assist, and provided two operators and a vactor truck to help Fox West staff clean out the remainder of the digester. The clean out was completed on 12/19/23, and Manager Kaufman forewarned the commission that the bill will be around \$27,000. He proposed cutting off the end of the header pipe and putting in a flange so that cleanout is easier in the future, and also plans to budget for one cleaning per year going forward to help reduce issues. He will continue to monitor and troubleshoot the situation, and hopes to have more information on possible cause for the next meeting. President Youngquist requested a status update on future projects; Fine Screens, Blowers, Generator, etc. Chad Olsen shared that he received pricing for the blowers at the end of December and will have an update for the commissioners at the next meeting. Commissioner Ziegler congratulated Manager Kaufman on once again meeting DNR permit limits, and asked about the WWTP tour listed in the report. Manager Kaufman explained that Rachael Cabral-Guevara, WI state senate representative for the 19th district, had requested a tour of the facility and it was scheduled for January 25th. He further explained that representative Cabral-Guevara represents our area and wants to better understand the wastewater treatment process. After discussion a motion was made by Mike Van Dyke to approve the Operational Summary; second by Ron Wolff Jr. *Motion Carried.*

ADJOURNMENT

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

Meeting adjourned at 4:30 pm.

ATTEST

Greg Ziegler, Secretary

Melissa Starr, Accounting Clerk

**FOX WEST REGIONAL
SEWERAGE COMMISSION
For Approval on: 02/07/2024**

PREAUTHORIZED JANUARY PAYABLES

CHECK NO	DATE		Amount
38199-38201	01/09/24	Plant Payroll - Net (#24-01)	\$ 6,538.48
WDC010924	01/09/24	Wisconsin Def Comp (#24-01)	\$ 70.00
	01/09/24	FSA WITHHOLDING (#24-01)	\$ 149.99
38202-38204	01/23/24	Plant Payroll - Net (#24-02)	\$ 4,882.83
WDC012324	01/23/24	Wisconsin Def Comp (#24-02)	\$ 70.00
	01/23/24	FSA WITHHOLDING (#24-02)	\$ 149.99
38205	01/19/24	Municipal Property Insurance Company	\$ 48,962.00
38206	01/19/24	Spectrum/Charter Communications (\$149.02 Internet/\$147.85 Telephone)	\$ 296.87
38207	01/19/24	Town of Grand Chute (Life & Dental Insurance, FSA fee)	\$ 388.79
38208	01/19/24	Town of Grand Chute (Flex Spending Claim)	\$ 1,624.44
38209	01/19/24	VISA (\$303.42 -Lab Supplies/\$63.00-software support/\$18.60 -Postage/\$47.40-Fuel)	\$ 363.84
38210	01/19/24	WE Energies (\$3,762.07 Heat/\$50,365.81 Electric)	\$ 54,127.88

WGH012424	01/24/24	Dept of Employee Trust (FEBRUARY HEALTH INVOICE)	\$ 7,050.96
EFTPS013124	01/31/24	Federal Payroll Taxes (JANUARY Federal Tax Withholding)	\$ 4,404.70
WDR013124	01/31/24	Wisconsin Dept Revenue (JANUARY State Tax Withholding)	\$ 709.74
WRS013124	01/31/24	Dept of Employee Trust (DECEMBER PENSION)	\$ 2,039.97
			<u>\$131,830.48</u>

**FOX WEST REGIONAL
SEWERAGE COMMISSION -**

MONTHLY PAYABLES

VOUCHER LIST - 02/07/2024

PAGE 2

Amount

CHECK NO	DATE		Amount
38214-38220	02/07/24	Commissioner's Wages (Net) Commission Wages (January Mtg)	\$1,239.61
38221	02/07/24	Scott Loewenhagen Biosolids Sympsium & Safety Shoe Reimbursement	\$218.15
38222		Aquachem Ferric Chloride	\$37,900.32
38223		Badger Labs Lab Testing	\$2,390.60
38224		Batteries Plus Battery	\$176.35
38225		Crane Engineering Troubleshoot Jet Pump Flow Issues	\$846.00
38226		Fox Valley Truck Spring for Plow	\$45.68
38227		GFL Trash, Grit, & Recycling Hauling	\$3,108.25
38228		Grainger Broom, Air Filter, Vbelts, Calendar, Bulbs, Sleeve Coupling, Parts for ATAD Pump Room Discharge Piping	\$970.53
38229		Hach Final Effluent Sampler	\$226.00
38230		Heartland Business Systems Monthly IT Services	\$239.84
38231		LAI Secondary Tunnel: Prim Eff Feed to IFAS	\$1,279.75
38232		MCO Contract Operations	\$74,919.53
38233		NCL Lab Supplies & Chemicals	\$1,090.57
38234		Speedy Clean Drain & Sewer SNDR #2 Clean Out	\$27,230.00
38235		Splendid Cleaning Services Monthly Building Maintenance	\$379.00
38236		UniFirst Employee Uniforms, Mats, Wipers	\$554.76

\$152,814.94

FOX WEST REGIONAL SEWERAGE COMMISSION

BANK STATEMENT

CASH RECEIPTS & DISBURSEMENTS FOR THE MONTH OF DECEMBER 2023

CHECKING ACCOUNT

Beginning Balance		\$667,430.75
Receipts:		
User Fees Received	\$285,050.32	
Vactor-Waste Fees Received	-	
Lab/MISC Fees Received	1,012.00	
Septic Haulers Fees	19,861.50	
Interest Earned @ 0.05% / ANB	23.68	
Transfers from:		
Equipment Replacement	19,827.56	
Bond Redemption	-	
Depreciation	9,570.00	
Total Receipts:	<u>\$335,345.06</u>	
Total Available		\$1,002,775.81
Disbursements:		
Commissioners Wages (net)	\$1,239.66	
Plant Personnel Wages (net)	4,811.27	
Plant Personnel Wages (net)	4,662.49	
Plant Personnel Wages (net)	-	
Gen. Operating Expense	\$215,914.92	
Equipment Replacement	19,827.56	
Depreciation	4,290.00	
Transfers To:		
Misc ledger adjustment	-	
Equipment Replacement	34,337.67	
Bond Redemption	87,444.91	
Depreciation	-	
Total Disbursements:	<u>\$372,528.48</u>	
TOTAL CHECKING - Per General Ledger		<u>\$630,247.33</u>
	checks outstanding:	\$1,508.79
	actual checkbook balance at month-end- Per Bank Statement:	\$631,756.12

COMM FIRST CU SAVINGS ACCOUNT

Beginning Balance	\$719.79	
Interest Earned @ 1.00% / COM 1st	1.81	
Total Savings Acct Balance		<u>\$721.60</u>

EQUIPMENT REPLACEMENT ACCOUNT

Beginning Balance	\$677,874.52	
Interest Earned @ 5.25% / ANB	2,975.92	
Transfer from Checking	34,337.67	
Transfer to Checking	\$ (19,827.56)	
Total Equip Replacement Acct Balance		<u>\$695,360.55</u>

BANK STATEMENT-12/31/23

PAGE 2

FUTURE CAPITAL ACCOUNT

Beginning Balance	\$1,310,065.37	
Interest Earned @ 5.19% / COM 1st - CD	5,652.30	
TOTAL FUTURE CAPITAL		<u>\$1,315,717.67</u>

BOND REDEMPTION ACCOUNTS

Beginning Balance - Money Market Account	\$668,251.99	
Interest Earned @ 5.46% / ANB	3,165.54	
Transfer from Checking	87,444.91	
Transfer to STATE WIS - CWF loan payment	-	
Wire Transfer Fee	-	
Total Bond Redemption MM Acct Balance	\$758,862.44	

Beginning Balance - LGIP Account	\$934,046.66	
Interest Earned @ 5.38% / LGIP	\$4,269.56	
Deposit	-	
Withdrawal (STATE WIS - CWF loan payment)	-	
Total Bond Redemption LGIP Acct Balance	\$938,316.22	

TOTAL BOND REDEMPTION **\$1,697,178.66**

DEPRECIATION ACCOUNTS

Beginning Balance - Money Market Account	\$174,653.88	
Interest Earned @ 5.25% / ANB	735.04	
Transfer from Checking	0.00	
Transfer to Checking	\$ (9,570.00)	
Total Depreciation Acct Balance	\$165,818.92	

Beginning Balance - LGIP Account	\$1,635,294.94	
Interest Earned @ 5.38%	7,474.98	
Total Depreciation LGIP Acct Balance	\$1,642,769.92	

TOTAL DEPRECIATION ACCOUNT **\$1,808,588.84**

SUMMARY

ANB CHECKING ACCOUNT	\$630,247.33
COMM FIRST CU SAVINGS ACCOUNT	\$721.60
EQUIPMENT REPLACEMENT ACCOUNT	695,360.55
FUTURE CAPITAL CD ACCOUNT	\$1,315,717.67
BOND REDEMPTION ACCOUNTS	1,697,178.66
DEPRECIATION ACCOUNTS	1,808,588.84
PETTY CASH & WASTEHAULER DEPOSITS	\$1,208.95
TOTAL FUNDS AVAILABLE	<u>\$6,149,023.60</u>

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

		<u>December 23</u>	<u>December 22</u>	<u>Jan - Dec 23</u>	<u>Jan - Dec 22</u>	<u>Y-T-D \$ Change</u>
<u>Operations & Maintenance Income</u>						
	Grand Chute	70,006.88	77,058.24	973,497.26	951,783.44	21,713.82
	Clayton	3,196.48	3,445.35	42,250.48	42,988.42	-737.94
	Fox Crossing	44,994.62	53,068.40	660,346.56	710,779.73	-50,433.17
	Greenville	41,626.08	38,695.27	436,427.44	443,866.66	-7,439.22
	Total Operation/Maint Income	\$159,824.06	\$172,267.26	\$2,112,521.74	\$2,149,418.25	(\$36,896.51)
<u>Operations & Maintenance Expenses</u>						
<i>Wages & Benefits</i>	Commissioner Pay	1,418.15	1,613.60	16,040.55	16,236.00	-195.45
	Employee Pay	14,999.80	21,774.22	200,729.22	196,295.68	4,433.54
	Employee Benefits	8,100.62	-16,199.45	95,811.29	82,846.12	12,965.17
<i>Utilities</i>	Electric	56,222.48	53,762.87	657,815.16	609,729.29	48,085.87
	Natural Gas & Water	2,674.70	4,115.92	57,777.71	55,077.60	2,700.11
<i>Chemicals</i>	Ferric Chloride	24,895.20	20,129.56	269,987.68	257,259.97	12,727.71
	Polymer	0.00	0.00	20,680.00	14,861.00	5,819.00
	Other Chemicals	0.00	0.00	0.00	0.00	0.00
<i>General Operations</i>	Contract Operations	47,035.80	45,350.97	564,429.60	553,191.64	11,237.96
	Rugs, Linens, Uniforms	461.54	455.32	6,067.34	5,592.13	475.21
	Grit & Refuse Hauling	1,496.38	1,652.26	23,109.97	24,119.95	-1,009.98
	Other Operations	662.17	1,403.10	11,693.19	13,965.57	-2,272.38
<i>Sludge</i>	Sludge Disposal	0.00	0.00	18,637.50	25,131.90	-6,494.40
	Other Sludge Exp.	0.00	0.00	516.58	0.00	516.58
<i>Plant Maint</i>	Maintenance of Operations	37,730.86	-20,214.28	66,883.98	72,777.22	-5,893.24
	Other Plant Maintenance	6,345.64	2,617.96	104,680.36	118,504.03	-13,823.67
<i>Lab</i>	Lab Operations	1,887.40	1,703.87	24,832.95	26,428.78	-1,595.83
	WPDES Compliance Monitor	0.00	0.00	0.00	0.00	0.00
<i>Administrative & General Expenses</i>	Insurance & Legal	4,353.00	0.00	71,925.60	66,027.50	5,898.10
	Annual Audit	0.00	0.00	9,425.00	8,715.00	710.00
	Office, Postage, Phone, etc	693.48	762.56	15,253.68	17,776.95	-2,523.27
	DNR Environment Fees	0.00	0.00	34,373.35	31,829.98	2,543.37
	Other General/Admin	10.00	0.00	3,588.31	3,127.44	460.87
	Total Operating Expenses	\$208,987.22	\$118,928.48	\$2,274,259.02	\$2,199,493.75	\$74,765.27
	Gross Income (Loss)	(\$49,163.16)	\$53,338.78	(\$161,737.28)	(\$50,075.50)	(\$111,661.78)
<u>Other Operations Income</u>						
<i>Other Income</i>	Interest Income	24,298.86	8,327.77	186,868.82	60,007.03	126,861.79
	Waste Hauler Income	12,972.75	15,121.29	191,632.60	206,064.24	-14,431.64
	Lab Testing/Vac-Waste/Misc	1,672.00	2,034.00	29,906.21	27,263.95	2,642.26
	Other Operations Income	\$38,943.61	\$25,483.06	\$408,407.63	\$293,335.22	\$115,072.41
	Operating Fund Income (Loss)	(\$10,219.55)	\$78,821.84	\$246,670.35	\$243,259.72	\$3,410.63
<u>Replacement, Debt, Depreciation</u>						
<i>Repl.</i>	Repl. Income from Users	34,337.68	34,337.65	412,052.02	412,051.83	0.19
	Repl. Fund Expenses	19,827.56	-231,115.74	161,513.34	0.00	161,513.34
<i>Debt</i>	Debt Service from Users	87,444.97	92,354.26	1,073,750.36	1,108,250.34	-34,499.98
	Debt Service Interest	12,922.09	15,038.61	-2,599.57	188,381.42	-190,980.99
<i>Depr.</i>	Depr. Income from Users	0.00	0.00	0.00	0.00	0.00
	Depr. Fund Expenses	0.00	-38,826.50	38,931.00	210.00	38,721.00
	Income (Loss) for Replacement, Debt, Depreciation	\$89,033.00	\$381,595.54	\$1,287,957.61	\$1,331,710.75	(\$43,753.14)
	Reconciliation Discrepancies / Audit GASB / Plant Depreciation	0.00	1,972,393.00	0.00	1,972,393.02	-1,972,393.02
	Net Income (Loss)	\$78,813.45	(\$1,511,975.62)	\$1,534,627.96	(\$397,422.55)	(\$40,342.51)

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

Item E.

	DEC 31, 23	DEC 31, 22	\$ Change	% Change
ASSETS				
<u>Current Assets</u>				
<u>Cash & Investments</u>				
Checking-American Nat'l	630,247.33	533,384.42	96,862.91	18.16%
Cash-Wastehauler's Deposits	1,008.95	1,011.84	-2.89	-0.29%
Petty Cash	200.00	200.00	0.00	0.0%
Savings-Comm 1st	721.60	0.00	721.60	100.0%
Bond Redemption - Money Market & CD's	1,697,178.66	1,670,948.17	26,230.49	1.57%
Equipment Replacement - Money Market & CD's	695,360.55	420,852.49	274,508.06	65.23%
Depreciation Fund - Money Market & CD's	1,808,588.84	1,759,217.68	49,371.16	2.81%
Future Capital (CD)	1,315,717.67	1,273,575.00	42,142.67	3.31%
Total Cash & Investments	6,149,023.60	5,659,189.60	489,834.00	8.66%
<u>Other Current Assets</u>				
Accounts Receivable	297,363.46	316,263.94	-18,900.48	-5.98%
Undeposited Funds	0.00	0.00	0.00	0.0%
Inventory Mat'l & Supplies	12,521.00	12,521.00	0.00	0.0%
WRS Pension - Assets & Deferred Outflows	348,954.00	348,954.00	0.00	0.0%
Total Other Current Assets	658,838.46	677,738.94	-18,900.48	-2.79%
Total Current Assets	6,807,862.06	6,336,928.54	470,933.52	7.43%
<u>Fixed Assets</u>				
Land/Easements/Land Improvements	590,977.48	590,977.48	0.00	7.43%
Interceptor Mains & Access	1,648,042.84	1,648,042.84	0.00	0.0%
Structures, Equipment & Improvements	45,325,996.33	45,325,996.33	0.00	0.25%
Accumulated Depreciation	-25,028,459.62	-25,028,459.62	0.00	0.0%
Total Fixed Assets	22,536,557.03	22,536,557.03	0.00	0.0%
TOTAL ASSETS	29,344,419.09	28,873,485.57	470,933.52	1.63%
LIABILITIES & EQUITY				
<u>Liabilities</u>				
<u>Current Liabilities</u>				
Accounts Payable	101,804.47	57,504.37	44,300.10	0.0%
Payroll Liabilities	44,996.22	42,467.43	2,528.79	0.0%
Pension Liability	285,734.00	285,734.00	0.00	-0.24%
Customer Deposits	1,011.42	1,011.42	0.00	5.71%
Accrued Interest Expense & Other Liab	26,472.43	29,866.63	-3,394.20	0.0%
Total Current Liabilities	460,018.54	416,583.85	43,434.69	10.43%
<u>Long Term Liabilities</u>				
CWF-INTERCEPTOR	0.00	57,790.80	-57,790.80	-100.0%
CWF-2009 Upgrade	5,645,196.52	6,694,534.85	-1,049,338.33	-15.68%
Total Long Term Liabilities	5,645,196.52	6,752,325.65	-1,107,129.13	-16.4%
Total Liabilities	6,105,215.06	7,168,909.50	-1,063,694.44	-14.84%
<u>Equity</u>				
Contributions in Aid-Grants/Agencies	4,951,269.00	4,951,269.00	0.00	-14.8%
Contributions in Aid-Communities	695,930.55	695,930.55	0.00	0.0%
Contributions in Aid-Others	147,494.00	147,494.00	0.00	0.0%
Accum Amort of Contributed Capital	-3,933,248.32	-3,933,248.32	0.00	0.0%
Retained Earnings-Unappropriated	19,697,193.84	20,094,616.39	-397,422.55	-1.98%
Restricted Net Position-Pension	145,937.00	145,937.00	0.00	0.0%
Net Income	1,534,627.96	-397,422.55	1,932,050.51	-1.98%
Total Equity	23,239,204.03	21,704,576.07	1,534,627.96	7.07%
TOTAL LIABILITIES & EQUITY	29,344,419.09	28,873,485.57	470,933.52	1.63%

2023 INTEREST EARNINGS
December 31, 2023

gl #s	1002	1034	1036	1050	2186b	2131	2121	2152b	2152a	2152c	2141	2187b	2152e	
	Operations				Future	Replacement	Bond Redemption				Depreciation			TOTAL
	Checking	WH Deposit Winnebago	WH Deposit Geenan	Savings	C.D. Matures 9/12/24	MONEY MARKET	MONEY MARKET	C.D. Matures 6/4/23	C.D. Matures 4/29/23	LGIP	MONEY MARKET	C.D. Matures 8/22/23	LGIP	
	0.05%	0.01%	0.01%	1.00%	5.19%	5.25%	5.46%			5.38%	5.25%		5.38%	
	ANB	ANB	ANB	COMM1st	COMM1st	ANB	ANB	COMM1st	ANB	LGIP	ANB	COMM1st	LGIP	
Jan	22.76	0.01	-	-	2,833.97	519.95	1,025.70	360.12	1,904.65	-	170.04	3,567.62	-	\$10,404.82
Feb	18.59	-	-	-	2,565.41	491.85	1,016.02	325.56	-	-	153.73	3,229.62	-	\$7,800.78
Mar	23.84	-	0.01	-	2,845.98	564.80	1,262.13	360.74	-	-	170.35	3,582.92	-	\$8,810.77
Apr	22.03	0.01	-	-	2,760.30	1,225.43	1,092.00	349.41	1,947.75	1,879.95	371.27	3,475.14	-	\$13,123.29
May	29.92	-	-	-	2,858.46	2,170.23	738.96	361.37	-	1,907.48	692.97	3,598.80	-	\$12,358.19
Jun	28.01	0.01	0.01	11.41	2,772.40	2,277.96	508.37	341.27	-	3,445.98	708.85	3,490.55	-	\$13,584.82
Jul	29.41	-	-	-	2,870.99	2,473.18	805.99	-	-	4,330.60	747.42	3,614.76	-	\$14,872.35
Aug	31.40	-	-	-	2,877.37	2,648.85	1,275.12	-	-	4,485.05	771.65	3,444.52	469.58	\$16,003.54
Sep	30.26	0.02	0.01	45.74	3,185.76	2,625.21	1,415.81	-	-	4,389.97	749.89	-	7,094.31	\$19,536.98
Oct	24.81	-	-	-	5,472.50	2,944.44	2,129.57	-	-	4,570.47	777.36	-	7,386.01	\$23,305.16
Nov	23.24	-	-	-	5,447.23	2,763.18	2,461.03	-	-	4,120.80	739.24	-	7,214.54	\$22,769.26
Dec	23.68	0.02	0.01	1.81	5,652.30	2,975.92	3,165.54	-	-	4,269.56	735.04	-	7,474.98	\$24,298.86
TOTALS:	\$307.95	\$0.07	\$0.04	\$58.96	\$42,142.67	\$23,681.00	\$16,896.24	\$2,098.47	\$3,852.40	\$33,399.86	\$6,787.81	\$28,003.93	\$29,639.42	\$186,868.82
	\$367.02				\$42,142.67	\$23,681.00	\$56,246.97				\$64,431.16			
acct #'s	-17	-87	-87	-5400	-4959	-92	-23	-0570	-76	-1	-11	-7183	-2	
acct \$'s	\$630,247.33	\$506.82	\$502.13	\$721.60	\$1,315,717.67	\$695,360.55	\$758,862.44	\$0.00	\$0.00	\$938,316.22	\$165,818.92	\$0.00	\$1,642,769.92	\$6,148,823.60

ACCOUNT LISTING
11/30/2023

American Nat'l Bank	Operations - Checking	\$630,247.33	0.05%
American Nat'l Bank	Operations - WH Deposit	\$506.82	0.01%
American Nat'l Bank	Operations - WH Deposit	\$502.13	0.01%
Community 1st CU	Operations - Savings	\$721.60	1.00%
Community 1st CU	Future Capital - CD	\$1,315,717.67	5.19%
American Nat'l Bank	Replacement - Money Market	\$695,360.55	5.25%
American Nat'l Bank	Bond Redemption - Money Market	\$758,862.44	5.46%
LGIP	Bond Redemption	\$938,316.22	5.38%
American Nat'l Bank	Depreciation - Money Market	\$165,818.92	5.25%
LGIP	Depreciation	\$1,642,769.92	5.38%
Total Funds:		\$6,148,823.60	

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

Budget Through 12/31/2023

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	58.33% JULY	66.67% AUG	75.00% SEPT	83.33% OCT	91.67% NOV	100% DEC	YTD TOTAL	BDGT THRU DEC (12/31/23)	(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	\$160,720.48	\$158,670.68	\$168,206.05	\$152,239.58	\$181,701.62	\$163,267.74	\$159,824.06	\$2,112,521.74	\$2,031,919.00	(\$80,602.74)	103.97%
EQUIPMENT REPLACEMENT	412,052.00	34,337.67	34,337.64	\$34,337.66	\$34,337.74	\$34,337.73	\$34,337.58	\$34,337.66	\$34,337.57	\$34,337.66	34,337.66	34,337.77	34,337.67	34,337.68	412,052.02	\$412,052.00	(\$0.02)	100.00%
BOND REDEMPTION	1,107,925.00	92,327.08	92,327.05	92,327.06	92,327.06	92,327.43	92,326.83	87,444.91	87,444.68	87,444.94	87,444.92	87,445.29	87,444.91	87,444.97	1,073,750.36	\$1,107,925.00	\$34,174.64	96.92%
DEPRECIATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	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	\$282,503.05	\$280,452.93	\$289,988.65	\$274,022.16	\$303,484.68	\$285,050.32	\$281,606.71	\$3,598,324.12	\$3,551,896.00	(\$46,428.12)	101.31%
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	\$13,584.82	\$14,872.35	\$16,003.54	\$19,536.98	\$23,305.16	\$22,769.26	\$24,298.86	\$186,868.82	\$37,000.00	(\$149,868.82)	505.05%
WASTEHAULER INCOME	200,000.00	16,666.67	13,595.98	16,365.73	17,656.70	19,118.57	16,509.90	17,359.26	17,167.05	16,509.14	15,008.25	15,419.52	13,949.75	12,972.75	191,632.60	\$200,000.00	\$8,367.40	95.82%
LAB & MISC. INCOME	26,000.00	2,166.67	6,399.41	3,252.00	2,263.00	1,549.00	1,720.00	1,786.00	1,355.00	4,388.80	1,545.00	2,333.00	1,643.00	1,672.00	29,906.21	\$26,000.00	(\$3,906.21)	115.02%
TOTAL CONT FUNDING	\$263,000.00	\$21,916.67	\$30,400.21	\$27,418.51	\$28,730.47	\$33,790.86	\$30,588.09	\$32,730.08	\$33,394.40	\$36,901.48	\$36,090.23	\$41,057.68	\$38,362.01	\$38,943.61	\$408,407.63	\$263,000.00	(\$145,407.63)	155.29%
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	\$315,233.13	\$313,847.33	\$326,890.13	\$310,112.39	\$344,542.36	\$323,412.33	\$320,550.32	\$4,006,731.75	\$3,814,896.00	(\$191,835.75)	105.03%
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	\$1,222.70	\$1,418.15	\$1,418.15	\$1,418.15	\$1,418.15	\$1,418.15	\$1,418.15	\$16,040.55	\$15,000.00	(\$1,040.55)	106.94%
PLANT PERSONNEL	211,100.00	17,591.67	16,879.05	15,149.80	15,074.80	14,999.80	22,612.21	15,663.24	16,101.70	14,999.82	15,620.53	22,612.21	16,016.26	14,999.80	200,729.22	\$211,100.00	\$10,370.78	95.09%
EMPLOYEE BENEFITS	119,837.00	9,986.42	7,468.60	7,642.91	7,557.50	7,619.30	8,170.96	8,782.10	7,592.80	8,249.26	8,452.17	7,967.13	8,207.94	8,100.62	95,811.29	\$119,837.00	\$24,025.71	79.95%
UTILITIES:																		
ELECTRIC POWER	585,000.00	48,750.00	49,045.30	53,563.96	48,816.06	56,602.71	59,361.32	61,657.26	55,184.17	60,187.46	55,633.82	52,118.38	49,422.24	56,222.48	657,815.16	\$585,000.00	(\$72,815.16)	112.45%
OTHER UTILITIES	65,000.00	5,416.67	7,463.62	7,229.59	7,014.69	5,828.88	8,345.93	875.49	185.35	6,261.39	120.20	166.94	6,204.66	2,674.70	52,371.44	\$65,000.00	\$12,628.56	80.57%
CHEMICALS:																		
FERRIC CHLORIDE	259,000.00	21,583.33	21,922.85	22,310.26	21,745.57	22,348.30	21,674.65	32,039.22	22,466.47	21,875.61	10,908.24	23,100.61	24,700.70	24,895.20	269,987.68	\$259,000.00	(\$10,987.68)	104.24%
OTHER CHEMICALS	35,000.00	2,916.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,680.00	0.00	0.00	20,680.00	\$35,000.00	\$14,320.00	59.09%	
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	47,035.80	47,035.80	47,035.80	47,035.80	47,035.80	47,035.80	47,035.80	564,429.60	\$590,942.00	\$26,512.40	95.51%
OTHER OPERATING COSTS	40,600.00	3,383.33	2,865.84	3,096.75	2,473.86	2,876.76	7,352.03	2,610.91	4,447.32	2,824.54	2,852.58	2,515.21	4,148.17	2,620.09	40,684.06	\$40,600.00	(\$84.06)	100.21%
SLUDGE HANDLING:																		
SLUDGE DISPOSAL	27,000.00	2,250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,637.50	0.00	0.00	0.00	0.00	18,637.50	\$27,000.00	\$8,362.50	69.03%
OTHER SLUDGE EXPENSES	500.00	41.67	0.00	0.00	0.00	0.00	0.00	0.00	516.58	0.00	0.00	0.00	0.00	0.00	516.58	\$500.00	(\$16.58)	103.32%
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	25,752.35	8,171.99	21,789.57	2,977.48	7,487.45	4,196.05	44,076.50	168,539.34	\$194,200.00	\$25,660.66	86.79%
LABORATORY:																		
LAB OPERATIONS	8,000.00	666.67	1,945.53	3,806.19	2,096.86	2,546.21	1,368.16	2,174.17	1,962.54	2,108.28	968.73	2,103.74	1,865.14	1,887.40	24,832.95	\$8,000.00	(\$16,832.95)	310.41%
WPDES-COMPL MONITORING	12,500.00	1,041.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$12,500.00	\$12,500.00	0.00%
ADMINISTRATIVE/GENERAL:																		
INSURANCE/LEGAL	69,740.00	5,811.67	51,298.00	0.00	5,259.00	0.00	29.00	5,259.00	0.00	0.00	5,727.60	0.00	0.00	4,353.00	71,925.60	\$69,740.00	(\$2,185.60)	103.13%
ANNUAL AUDITING SERVICES	9,000.00	750.00	0.00	0.00	9,425.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,425.00	\$9,000.00	(\$425.00)	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	1,771.12	1,666.03	912.48	591.97	913.75	1,003.13	693.48	14,762.98	\$12,000.00	(\$2,762.98)	123.02%
DNR ENVIRONMENTAL FEES	35,000.00	2,916.67	0.00	0.00	0.00	0.00	34,373.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	34,373.35	\$35,000.00	\$626.65	98.21%
GENERAL ADMIN. EXPENSE	5,500.00	458.33	27.75	0.00	2,350.00	25.00	55.50	40.33	27.75	20.00	0.00	960.98	0.00	10.00	3,517.31	\$5,500.00	\$1,982.69	63.95%
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	\$204,883.69	\$166,776.65	\$206,319.86	\$172,987.27	\$168,400.35	\$164,218.24	\$208,987.22	\$2,265,079.61	\$2,294,919.00	\$29,839.39	98.70%
CONTINGENCY APPLIED	\$235,400.00	\$19,616.67	\$30,937.53	(\$17,519.01)	(\$9,326.82)	(\$16,293.96)	\$28,492.34	\$13,640.44	(\$24,466.60)	\$15,076.61	(\$18,255.98)	(\$22,842.90)	(\$27,025.01)	\$17,743.97	(\$29,839.39)	\$235,400.00	\$265,239.39	-12.68%

FOX WEST REGIONAL SEWERAGE COMMISSION

Item E.



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

January, 2024

PLANT OPERATIONS

1. **PLANT PERFORMANCE** – The facility met all DNR permit limits in January.
2. **SNDR#2 DIGESTER**- We are still waiting for the contractor to inspect the jet aeration system in order to provide us with a quote to modify the jet header piping. This would allow us easy access to the pipe interior for maintenance.
3. **MEETING TO DISCUSS FINE SCREEN OPTIONS**- Chad Olsen and I met with Peterson and Matz to discuss their version of the center flow band screen, as well as the rest of their fine screen product line.
4. **WWTP TOUR**- State Senator Rachel Cabral-Guevara and five Fox West Commissioners took a tour of the wastewater treatment facility on 1/25/24.
5. **EMPLOYEE RETIREMENT**- Bill Becker will be retiring on March 1st. Bill has been employed by the Commission in a number of different roles since 1983. He has been working full time in the laboratory since 2013. MCO has hired Colin Clark to replace Bill. Colin began training on 1/8/24.
6. **POWER OUTAGE**- The ATAD digester building lost power for two hours on 1/28/24. This building is fed on its own service and it is not tied in with the rest of the plant. Service to the rest of the plant was not interrupted.

PRETREATMENT

1. **ESSITY**- Essity is in the process of completing a permit application due to their high volume of flow. They will become our seventh permitted significant industrial user (SIU).
2. **GULFSTREAM**- Gulfstream will be issued a notice of non-compliance (NON) for missing a pH sample during the second half monitoring period on the new outfall.
3. **MCCAIN**- McCain Foods submitted their annual report late and will be issued a NON.
4. **DENTAL INSPECTIONS**- We are continuing to inspect dental facilities in the Fox West service area. These inspections are part of the pretreatment mercury reduction program.

EQUIP OPERATIONS

1. **SLUDGE STORAGE MIXER #3**- This mixer had failed back in October and we had been waiting on a quote for repair/rebuild. L&S Electric quoted a rebuild at \$24,522.00. A new mixer was quoted at \$17,725.00 and the Commission chose the replacement option. The new mixer should arrive in eight to ten weeks. We are seeing solids accumulation in the area where the mixer was removed. We are continuing to wash this area with a high pressure hose to prevent an installation problem when the new unit arrives.

2. **ATAD PLUG VALVES**- The ATAD digester jet aeration system was designed so that by changing the configuration of the valves, you could back flush the jet aeration header in order free rag material from the inner nozzles. When we tried to back flush the header pipe, we found that the valves on the suction side of the jet pumps do not hold. They either need to be replaced or rebuilt. Crane Engineering provided us with a quote of \$19,706.00 for a new 24" valve. This price did not include installation. I have received a quote of \$9,363.92 from Ferguson Waterworks for rebuild parts for the existing 24" valve. Fox West staff will perform the install. I have ordered the rebuild kit for the 24" valve, and I have also ordered a rebuild kit for the 18" valve (\$2,066.67) on one of the SNDR jet pumps. It is my hope that repairing these valves will allow us to back flush the jet aeration header which could dislodge rag material from the nozzles. Ultimately we will still need to prevent the rags from entering the system upstream, but this might provide us with another tool that we can use to mitigate plugging in the jet header.
3. **PRIMARY EFFLUENT VALVE ACTUATORS**- The valve actuator on the primary effluent feed line to IFAS aeration train #3 zone #1 will not operate. The actuators on the feeds to train #1 zone #2 and train #2 zone #2 are still functioning but they are displaying a power source fault. A technician with Rotork was on site on 12/11/23 to assist in trouble shooting. He believes that the power module board will need to be replaced on all three units (\$7,515.68). We are still waiting on these parts to arrive.
4. **F250 BATTERY**- We had to replace the battery on the F250 pickup truck (\$176.35).
5. **GRIT PUMP #1**- Grit pump #1 failed to run on 1/26/24. A technician from Faith Technologies was needed to troubleshoot. We found that an electrical relay needed to be replaced. We purchased a new relay from Werner Electric.
6. **PRIMARY TUNNEL RECIRCULATION PUMP #1**- Recirculation pump #1 on the boiler in the primary tunnel began leaking on 1/29/24. Fox West staff installed a spare mechanical seal and returned the pump to service on 1/31/24. We have ordered a spare seal replacement kit for \$587.63.
7. **COUPLING REPLACEMENT**- Fox West staff replaced the couplings on ATAD feed pump #1 and RAS pump 4B. These couplings are what attaches the motor to the pump. Both of them were showing signs of wear.



Mon 1/29/2024 9:09 AM

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

County Board Update

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

TO DO

i Follow up. Start by Monday, January 29, 2024. Due by Monday, January 29, 2024.

Hi Clerks

In January the county board passed the capital improvement projects for 2024. Some of the projects in our area include:

- Resurfacing County II from County CB to Clayton Ave.
- Resurfacing County MM from County II to Richter Ln
- Resurfacing County HH from County AH to the county line.
- Resurface the parking lot for the Boom Bay Boat Landing.

I plan to attend the following town board meetings.

- Winchester-Feb. 5
- Clayton- Feb. 7
- Wolf River-Feb. 19

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

MEMORANDUM

Business Item A

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of hiring Ron Kohler for a Public Works Laborer position at a wage of \$23.20 per hour with a start date of February 12, 2024.

This hire is filling a vacancy in the Public Works Department.

If the Board agrees, a motion to approve the hire would be in order.

SUGGESTED MOTION:

Motion to approve the hiring of Ron Kohler for an open Public Works Laborer position at a wage of \$23.20 per hour.

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

Respectfully Submitted
Kelsey

MEMORANDUM

Business Item B

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of hiring Meghan Lederhaus for the Janitorial Position for the Town Hall & Park Facilities at a wage of \$18.03 per hour with a start date of February 1, 2024.

The Custodial position became vacant at the end of January 2024. Ms. Lederhaus had applied, was interviewed by Administrator Wisnefske, and was able to start as soon as possible. If the Board agrees, a motion to approve the hire would be in order.

SUGGESTED MOTION:

Motion to approve the hiring of Meghan Lederhaus for the open Janitorial position at a wage of \$18.03 per hour.

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

Respectfully Submitted
Kelsey

MEMORANDUM

Business Item C

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of retaining KerberRose to perform the Town's 2023 audit at a quoted cost of \$25,000.00.

The Town is not currently under contract with KerberRose, but they have reached out with a quote to provide the 2023 audit services for the Town. KerberRose has been performing the audits for the last several years, and when the Board reviewed proposals in January of 2023 both Ginny Hinz (Financial Consultant) and Administrator Wisnefske felt remaining with KerberRose was in the Town's best interest at that time. The reason for the price increase is due to the complexity of the Town's activities, which at this time are more in line with a Village.

If the Board agrees, a motion to approve the quote and retain KerberRose would be in order.

SUGGESTED MOTION:

Motion to approve retaining KerberRose to perform the 2023 audit at their quoted cost of \$25,000.00 and direct Staff to execute the contract.

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

Respectfully Submitted
Kelsey

February 2, 2024

Kelly Wisnefske
Administrator
Town of Clayton
8348 County Road T
Larsen, WI 54947

We are pleased to confirm our understanding of the services we are to provide Town of Clayton (the "Town") for the year ended December 31, 2023.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information, which collectively comprise the basic financial statements of Town of Clayton as of and for the year ended December 31, 2023. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary (RSI), such as management's discussion and analysis (MD&A), to supplement Town of Clayton's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operation, economical, or historical context. As part of our engagement, we will apply certain limited procedures to the Town's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Schedules of Employer's Proportionate Share of the Net Pension Liability (Asset) and Employer Contributions - Wisconsin Retirement System
2. Schedule of Budgetary Comparison – Budget and Actual – General Fund
3. Schedule of Budgetary Comparison – Budget and Actual – Solid Waste/Recycling Fund
4. Notes to Required Supplementary Information

We have also been engaged to report on supplementary information other than RSI that accompanies the Town's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditors' report on the financial statements:

1. Combining Balance Sheet - Nonmajor Governmental Funds
2. Combining Statement of Revenues, Expenditures, and Changes in Fund Balances (Deficit) – Nonmajor Governmental Funds

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

1. Schedule of Detailed Budgetary Comparison Revenues and Other Financing Source – General Fund
2. Schedule of Detailed Budgetary Comparison Expenditures and Other Financing Use – General Fund
3. Schedule of Budgetary Comparison – Debt Service Fund
4. Schedule of Budgetary Comparison – Tax Incremental District No. 1
5. Schedule of Budgetary Comparison – Capital Projects Fund

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditors' Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We may also request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry.

We may from time to time, depending on the circumstances, use third-party service providers in serving your account, some of whom may be cloud-based. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Although we will use our best efforts to make the sharing of your information with such third parties secure from unauthorized access, no completely secure system for electronic data transfer exists. As such, by your signature

below, you understand that the firm makes no warranty, expressed or implied, on the security of electronic data transfers.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures - Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Town of Clayton’s compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also prepare the depreciation schedules as well as the annual financial report of the Town of Clayton in conformity with accounting principles generally accepted in the United States of America based on information provided by you.

We will perform the services in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the depreciation schedules, as well as the annual financial report and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us

during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of KerberRose SC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to any regulatory body or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of KerberRose SC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to any regulatory body or its designee. The regulatory body or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

Greg Pitel, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$25,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue a written report upon completion of our audit of Town of Clayton's financial statements. Our report will be addressed to management and those charged with governance of the Town of Clayton. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions or add an emphasis-of-

matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to Town of Clayton and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

KerberRose SC

KerberRose SC
Certified Public Accountants
Green Bay, Wisconsin

RESPONSE:

This letter correctly sets forth the understanding of the Town of Clayton.

By: _____

Title: _____

Date: _____