

FOX WEST REGIONAL SEWERAGE COMMISSION

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

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



February 29, 2024

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

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

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

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

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

The Post Crescent
P O Box 59
Appleton, WI 54912

Mr. Andrew Rossmeissl
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, March 6, 2024 at 4:00 P.M. The Regular Meeting will be held at the McMahon Associates headquarters at 1445 McMahon Drive in Neenah. The meeting will also be held via teleconference.

Respectfully submitted,

FOX WEST REGIONAL S.C.



Melissa Starr
Accounting Clerk

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

The meeting will also be held via teleconference.

CALL TO ORDER OF REGULAR MEETING

ROLL CALL

APPROVAL OF AGENDA

**SECRETARY'S
REPORT:**

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

**TREASURER'S
REPORT:**

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

Discussion/Action

**PRESIDENT'S
REPORT:**

-

**MANAGER'S
REPORT:**

- Review/Approve Monthly Operational Summary
-

ENGINEER'S REPORT:

- Fine Screen Engineering Update

OLD BUSINESS:

-

NEW BUSINESS:

-

ADJOURNMENT:

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REGULAR MEETING MINUTES

February 7, 2024

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

PRESENT:

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

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

APPROVAL OF AGENDA:

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

SECRETARY'S REPORT:

Minutes

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

TREASURER'S REPORT:

Voucher List

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

Bank & Budget Statements

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

PRESIDENT'S REPORT:

No items to report

MANAGER'S REPORT:

Operational Summary

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

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

ENGINEER'S REPORT:

Finescreen/Blower/Generator Project Update

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

ADJOURNMENT

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

Meeting adjourned at 4:51 pm.

ATTEST

Greg Ziegler, Secretary

Melissa Starr, Accounting Clerk

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

PREAUTHORIZED FEBRUARY PAYABLES

CHECK NO	DATE		Amount
38211-38213	02/06/24	Plant Payroll - Net (#24-03)	\$ 4,926.76
WDC020624	02/06/24	Wisconsin Def Comp (#24-03)	\$ 70.00
		FSA WITHHOLDING (#24-03)	\$ 149.99
38239	02/12/24	Town of Grand Chute (Life & Dental Insurance, FSA fee)	\$ 397.01
38240	02/12/24	Town of Grand Chute - FSA Claim	\$ 347.35
38241	02/12/24	WE Energies (\$5,847.43 Heat/\$51,536.10 Electric)	\$ 57,383.53
38242-38244	02/20/24	Plant Payroll - Net (#24-04)	\$ 4,985.14
WDC022024	02/20/24	Wisconsin Def Comp (#24-04)	\$ 70.00
	02/20/24	FSA WITHHOLDING (#24-04)	\$ 149.99
38245	02/19/24	Spectrum/Charter Communications (\$149.02 Internet/\$147.85 Telephone)	\$ 296.87
38246	02/19/24	VISA (\$435.85-Fuel/\$2,544.68-software support/\$61.69-Paper Products/\$143.48-Stamps/Postage/\$434.64-Lab Frig/\$94.64-Mower Deck Belts/\$51.68-Tax Forms/\$587.63-Seal&Sleeve Kits)	\$ 4,354.29

WGH022424	02/24/24	Dept of Employee Trust (MARCH HEALTH INVOICE)	\$ 7,050.96
EFTPS022924	02/29/24	Federal Payroll Taxes (FEBRUARY Federal Tax Withholding)	\$ 3,526.66
WDR022924	02/29/24	Wisconsin Dept Revenue (FEBRUARY State Tax Withholding)	\$ 580.71
WRS022924	02/29/24	Dept of Employee Trust (JANUARY PENSION)	\$ 2,496.98
			<u>\$86,786.24</u>

**FOX WEST REGIONAL
SEWERAGE COMMISSION -**

MONTHLY PAYABLES

VOUCHER LIST - 03/06/2024

PAGE 2

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

**FOX WEST REGIONAL
SEWERAGE COMMISSION -**

MONTHLY PAYABLES

VOUCHER LIST - 03/06/2024

PAGE 2

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

\$129,113.64

2024 INTEREST EARNINGS
January 31, 2024

gl #s	1002				1034		1036		1050		2186b		2131		2121		2152c		2141		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	LGIP	MONEY MARKET	LGIP	MONEY MARKET	LGIP	TOTAL									
	0.05%	0.01%	0.01%	1.00%	5.19%	5.25%	5.46%	5.39%	5.25%	5.39%												
ANB	ANB	ANB	COMM1st	COMM1st	ANB	ANB	LGIP	ANB	LGIP													
Jan	28.63	-	-	-	5,661.18	2,965.81	3,448.03	4,284.49	722.47	7,501.14		\$24,611.75										
Feb												\$0.00										
Mar												\$0.00										
Apr												\$0.00										
May												\$0.00										
Jun												\$0.00										
Jul												\$0.00										
Aug												\$0.00										
Sep												\$0.00										
Oct												\$0.00										
Nov												\$0.00										
Dec												\$0.00										
TOTALS:	\$28.63	\$0.00	\$0.00	\$0.00	\$5,661.18	\$2,965.81	\$3,448.03	\$4,284.49	\$722.47	\$7,501.14		\$24,611.75										
	\$28.63				\$5,661.18	\$2,965.81	\$7,732.52				\$8,223.61											
acct #'s	-17	-87	-87	-5400	-4959	-92	-23	-1	-11	-2												
acct \$'s	\$503,431.76	\$506.82	\$502.13	\$721.60	\$1,321,378.85	\$710,447.04	\$849,755.44	\$942,600.71	\$166,541.39	\$1,650,271.06		\$6,146,156.80										

ACCOUNT LISTING
11/30/2023

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

**FOX WEST REGIONAL SEWERAGE COMMISSION
BANK STATEMENT
CASH RECEIPTS & DISBURSEMENTS FOR THE MONTH OF JANUARY 2024**

CHECKING ACCOUNT

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

COMM FIRST CU SAVINGS ACCOUNT

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

EQUIPMENT REPLACEMENT ACCOUNT

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

FUTURE CAPITAL ACCOUNT

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

BOND REDEMPTION ACCOUNTS

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

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

TOTAL BOND REDEMPTION \$1,792,356.15

DEPRECIATION ACCOUNTS

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

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

TOTAL DEPRECIATION ACCOUNT \$1,816,812.45

SUMMARY

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

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

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

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

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

**2024 BUDGET STATEMENT
FOX WEST REGIONAL
WASTEWATER TREATMENT PLANT**

Budget Through 1/31/2024

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

FOX WEST REGIONAL SEWERAGE COMMISSION

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

February, 2024

PLANT OPERATIONS

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

PRETREATMENT

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

EQUIP OPERATIONS

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

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