

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



March 28, 2024

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

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

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

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

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

The Post Crescent
P O Box 59
Appleton, WI 54912

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

PUBLIC NOTICE

Public Notice is hereby given that there will be a **REGULAR MEETING** OF THE FOX WEST REGIONAL SEWERAGE COMMISSION on Wednesday, April 3, 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 April 3, 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 (03/06/2024)

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

Discussion/Action

PRESIDENT'S REPORT: ● 2023 Financial Audit (Amber Drewieske, Clifton Larson Allen LLP)

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

March 6, 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 4:00 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)

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 February 7, 2024; second by Greg Ziegler. *Motion Carried.*

TREASURER'S REPORT:

Voucher List

Clerk Starr handed out an amended voucher list and explained the safety shoe reimbursement check had to be voided/reissued after packets went out. President Youngquist asked if there were any questions or concerns with the amended Voucher List. Hearing none, a motion was made by Mike Van Dyke to approve the amended Voucher List as presented; second by Greg Ziegler. *Motion Carried.*

Bank & Budget Statements

President Youngquist asked about the Income Statement. The headers in the third and fourth columns indicate year-to-date for Jan-Feb, but should be January only. After discussion, a motion was made by Mike Van Dyke to approve the Voucher List with the note that the Income Statement data is for January; 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: Grease Trap Inspection Reports; As part of the pretreatment program, communities are responsible for performing and monitoring grease trap inspections of their area businesses and submit their reports to FWRSC to ensure compliance with program requirements. Manager Kaufman explained that he has been having some difficulty getting the information from Grand Chute, and asked the Commissioners to assist him in getting the needed information. Commissioners Van Eperen and Wolff said they will look into it and follow up with Manager Kaufman. President Youngquist asked why Kimberly Clark was listed as being evaluated as a permitted industry. Manager Kaufman explained their flow data is very close to the requirements for being permitted (25,000 gallons/day annual average), so they are going to monitor them for now. Commissioner Ziegler congratulated Manager Kaufman on the continued compliance with DNR requirements for the plant, and asked how the tour of Fort Atkinson went. Manager Kaufman said the tour went well, he and Chad Olsen were able to witness both types of blowers and speak with the operators about performance. After the tour, Manager Kaufman and Chad Olsen are leaning towards the Turbo blower with a control panel because based on discussions with the operators, it does not trip out as often. Commissioner Ziegler asked about the trespassing signs and if cameras would help in stopping the trespassing. Manager Kaufman explained that he continues to monitor the area and six new signs were hung higher in the trees to make them more difficult to remove.

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 additional information regarding the center flow band screen vs. a filter screen like Fort Atkinson had. He explained that he is putting together more information for the commissioners regarding the screens, and will have it for the next meeting. Chad shared information about the generator design. It will be a package unit outside the headworks building with the transfer switch and gear located in the electrical room. The generator will be large enough to run the entire headworks building. The updated timeline is now looking at construction starting in the spring of 2025.

ADJOURNMENT

A motion was made by Greg Ziegler to adjourn the meeting, second by Mike Van Dyke. *Motion Carried.* Meeting adjourned at 4:49 pm.

ATTEST

Greg Ziegler, Secretary

Melissa Starr, Accounting Clerk

**FOX WEST REGIONAL
SEWERAGE COMMISSION
For Approval on: 04/03/2024**

PREAUTHORIZED MARCH PAYABLES

CHECK NO	DATE		Amount
38275, 38281, 38278	03/05/24	Plant Payroll - Net (#24-05)	\$ 21,528.79
WDC030524	03/05/24	Wisconsin Def Comp (#24-05)	\$ 70.00
	03/05/24	FSA WITHHOLDING (#24-05)	\$ 41.66
38282	03/18/24	Fox Crossing Utilities (Water- <u>706k</u> gals - <u>\$4,134.85</u> / Stormwater Fees- <u>\$1,259.74</u> / Fire Protection- <u>\$258.00</u>)	\$ 5,652.59
38283	03/18/24	McClone Agency (insurance installment-worker comp, liability, auto)	\$ 4,353.00
38284	03/18/24	Spectrum/Charter Communications (<u>\$114.99</u> Internet/ <u>\$113.83</u> Telephone)	\$ 228.82
38285	03/18/24	Town of Grand Chute (Life & Dental Insurance, FSA fee)	\$ 1,385.61
38286	03/18/24	Town of Grand Chute (FSA Claims)	\$ 500.00
38287	03/18/24	VISA (<u>\$65.39</u> -Vehicle Maint/ <u>\$63.00</u> software support/ <u>\$19.06</u> - Postage/ <u>\$92.48</u> -Maint Sup/ <u>\$61.68</u> -Vehicle Fuel/ <u>\$7.56</u> -Maint Chem/ <u>\$6.29</u> -Maint Lab)	\$ 315.46
38288	03/18/24	WE Energies (<u>\$4,565.74</u> Heat/ <u>\$52,340.83</u> Electric)	\$ 56,906.57
38289-38290	03/19/24	Plant Payroll - Net (#24-06)	\$ 3,285.88
WDC031924	03/19/24	Wisconsin Def Comp (#24-06)	\$ 50.00
	03/19/24	FSA WITHHOLDING (#24-06)	\$ 41.66
WG032224	03/22/24	Dept of Employee Trust (APRIL HEALTH INVOICE)	\$ 4,700.64
EFTPS032924	03/29/24	Federal Payroll Taxes (MARCH Federal Tax Withholding)	\$ 18,500.86
WDR032924	03/29/24	Wisconsin Dept Revenue (MARCH State Tax Withholding)	\$ 2,727.39
WRS032924	03/29/24	Dept of Employee Trust (FEBRUARY PENSION)	\$ 2,152.28
			<u>\$122,441.21</u>

**FOX WEST REGIONAL
SEWERAGE COMMISSION -**

MONTHLY PAYABLES

VOUCHER LIST - 04/03/2024

PAGE 2

CHECK NO	DATE		Amount
38293-38299	04/03/24	Commissioner's Wages (Net) Commission Wages (March Mtg)	\$1,239.61
38300	04/03/24	Ryan Wiitanen Biosolids Symposium	\$93.15
38301	04/03/24	Scott Loewenhagen Biosolids Symposium	\$46.58
38302	04/03/24	Alliance Concrete Cutting, LLC Hole for Phosphate Analyzer Tank Drain	\$625.00
38303	04/03/24	Aquachem Ferric Chloride & DP 3160	\$22,644.97
38304	04/03/24	Atlas Copco HSI Blower #2 Inlet Temp Sensor	\$901.79
38305	04/03/24	Badger Labs Fecal Coliform	\$510.00
38306	04/03/24	Faith Technologies Grit Pump Troubleshooting	\$803.78
38307	04/03/24	GFL Grit Haul & Recycling Services	\$1,520.85
38308	04/03/24	Grainger Screws,Tubing,PVC Pipe, Hose Fitting,Hose Clamp, Oil	\$2,118.83
38309	04/03/24	Heartland Business Systems Monthly IT Services	\$241.84
38310	04/03/24	Johnson Controls Heating Inspection on all Buildings	\$5,100.00
38311	04/03/24	Lower Fox River Dischargers Annual Membership Fee	\$100.00
38312	04/03/24	Midwest Contract Operations Monthly Contract Services	\$60,135.25
38313	04/03/24	NCL Lab Supplies	\$1,221.66
38314	04/03/24	Northside Hardware Clr Hvy Cement & Plumbing/Heating Supplies	\$27.59
38315	04/03/24	Speedy Clean Water Jet & Vacuum NE Digester, Hose Trailer	\$1,870.00
38316	04/03/24	Splendid Cleaning Services Monthly Cleaning Service	\$379.00
38317	04/03/24	UniFirst Employee Uniforms, Mats, Bagged & Terry Wipers	\$418.01

\$99,997.91

CHECK NO	DATE			Amount
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EQUIPMENT REPLACEMENT

38318	4/3/2024	Grainger Diaphragm for Ferric Tank Clean Out Pump		\$1,346.03
38319	4/3/2024	Heartland Business Systems Lab Computer	\$	1,958.25
38320	4/3/2024	L&S Electric New #3 Sludge Storage Mixer	\$	17,725.00
Total Equipment Replacement				\$21,029.28

DEPRECIATION EXPENSE

38321	04/03/24	McMahon WWTF Improvements Project		\$11,880.00
Total Depreciation				\$11,880.00

Preauthorized MARCH Expenses	\$122,441.21
Monthly Payables	\$99,997.91
Equipment Replacement Expense	\$21,029.28
Depreciation Expense	\$11,880.00
\$255,348.40	

Disbursements Not Approved:

Approved by Commission:

Mark Strobel

Date

2024 INTEREST EARNINGS
February 29, 2024

gl #s	Operations				Future	Replacement	Bond Redemption		Depreciation		TOTAL
	Checking	WH Deposit Winnebago	WH Deposit Geenan	Savings	C.D. Matures 9/12/24	MONEY MARKET	MONEY MARKET	LGIP	MONEY MARKET	LGIP	
	0.05%	0.01%	0.01%	1.00%	5.19%	5.25%	5.46%	5.39%	5.37%	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	15.15	-	-	-	5,318.73	2,892.49	3,624.07	4,022.73	1,050.99	7,042.84	\$23,967.00
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:	\$43.78	\$0.00	\$0.00	\$0.00	\$10,979.91	\$5,858.30	\$7,072.10	\$8,307.22	\$1,773.46	\$14,543.98	\$48,578.75
		\$43.78			\$10,979.91	\$5,858.30	\$15,379.32		\$16,317.44		
acct #'s	-17	-87	-87	-5400	-4959	-92	-23	-1	-11	-2	
acct \$'s	\$68,880.08	\$506.82	\$502.13	\$721.60	\$1,326,697.58	\$701,900.53	\$940,798.18	\$946,623.44	\$414,622.38	\$1,657,313.90	\$6,058,566.64

ACCOUNT LISTING
2/29/2024

American Nat'l Bank	Operations - Checking	\$68,880.08	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	\$1,326,697.58	5.19%
American Nat'l Bank	Replacement - Money Market	\$701,900.53	5.25%
American Nat'l Bank	Bond Redemption - Money Market	\$940,798.18	5.46%
LGIP	Bond Redemption - LGIP	\$946,623.44	5.39%
American Nat'l Bank	Depreciation - Money Market	\$414,622.38	5.37%
LGIP	Depreciation - LGIP	\$1,657,313.90	5.39%
	Total Funds:	\$6,058,566.64	

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

CHECKING ACCOUNT

Beginning Balance			\$503,431.76
Receipts:			
User Fees Received		\$159,894.84	
Vactor-Waste Fees Received		4,850.52	
Lab/MISC Fees Received		2,781.00	
Septic Haulers Fees		13,797.69	
Interest Earned @ 0.05% / ANB		15.15	
Transfers from:			
Equipment Replacement		50,610.00	
Bond Redemption		-	
Depreciation		2,970.00	
Total Receipts:		\$234,919.20	
Total Available			\$738,350.96
Disbursements:			
Commissioners Wages (net)		\$1,239.61	
Plant Personnel Wages (net)		4,926.76	
Plant Personnel Wages (net)		4,985.14	
Plant Personnel Wages (net)		-	
Gen. Operating Expense		\$228,330.19	
Equipment Replacement		50,610.00	
Depreciation		2,970.00	
Transfers To:			
Misc ledger adjustment		-	
Equipment Replacement	<i>Jan Inv. - Feb receipts</i>	39,171.00	
Bond Redemption	<i>Jan Inv. - Feb receipts</i>	87,418.67	
Depreciation		250,000.00	
Total Disbursements:		\$669,651.37	
TOTAL CHECKING - Per General Ledger			\$68,699.59
		checks outstanding:	\$180.49
		actual checkbook balance at month-end- Per Bank Statement:	\$68,880.08

COMM FIRST CU SAVINGS ACCOUNT

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

EQUIPMENT REPLACEMENT ACCOUNT

Beginning Balance		\$710,447.04	
Interest Earned @ 5.25% / ANB		2,892.49	
Transfer from Checking		39,171.00	
Transfer to Checking		\$ (50,610.00)	
Total Equip Replacement Acct Balance			\$701,900.53

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

BANK STATEMENT-2/29/24

PAGE 2

FUTURE CAPITAL ACCOUNT

Beginning Balance	\$1,321,378.85	
Interest Earned @ 5.19% / COM 1st - CD	5,318.73	
TOTAL FUTURE CAPITAL		\$1,326,697.58

BOND REDEMPTION ACCOUNTS

Beginning Balance - Money Market Account	\$849,755.44	
Interest Earned @ 5.46% / ANB	3,624.07	
Transfer from Checking	87,418.67	
Transfer to STATE WIS - CWF loan payment	-	
Wire Transfer Fee	-	
Total Bond Redemption MM Acct Balance	\$940,798.18	
Beginning Balance - LGIP Account	\$942,600.71	
Interest Earned @ 5.39% / LGIP	\$4,022.73	
Deposit	-	
Withdrawal (STATE WIS - CWF loan payment)	-	
Total Bond Redemption LGIP Acct Balance	\$946,623.44	
TOTAL BOND REDEMPTION		\$1,887,421.62

DEPRECIATION ACCOUNTS

Beginning Balance - Money Market Account	\$166,541.39	
Interest Earned @ 5.37% / ANB	1,050.99	
Transfer from Checking	250,000.00	
Transfer to Checking	(2,970.00)	
Total Depreciation Acct Balance	\$414,622.38	
Beginning Balance - LGIP Account	\$1,650,271.06	
Interest Earned @ 5.39%	7,042.84	
Total Depreciation LGIP Acct Balance	\$1,657,313.90	
TOTAL DEPRECIATION ACCOUNT		\$2,071,936.28

SUMMARY

ANB CHECKING ACCOUNT	\$68,880.08
COMM FIRST CU SAVINGS ACCOUNT	\$721.60
EQUIPMENT REPLACEMENT ACCOUNT	701,900.53
FUTURE CAPITAL CD ACCOUNT	\$1,326,697.58
BOND REDEMPTION ACCOUNTS	1,887,421.62
DEPRECIATION ACCOUNTS	2,071,936.28
PETTY CASH & WASTEHAULER DEPOSITS	\$1,208.95
TOTAL FUNDS AVAILABLE	\$6,058,766.64

Fox West Regional Sewerage Commission
Balance Sheet Summary with Previous Year Comparison
As of February 29, 2024

	<u>FEB 29, 24</u>	<u>FEB 28, 23</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
<u>Current Assets</u>				
<u>Cash & Investments</u>				
Checking-American Nat'l	87,745.43	535,349.03	-447,603.60	-83.61%
Cash-Waste hauler'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	18.96	0.00	18.96	100.0%
Bond Redemption - Money Market & CD's	1,896,048.02	1,860,261.53	35,786.49	1.92%
Equipment Replacement - Money Market & CD's	698,801.93	462,726.31	236,075.62	51.02%
Depreciation Fund - Money Market & CD's	2,048,065.28	1,766,338.69	281,726.59	15.95%
Future Capital (CD)	1,326,697.58	1,278,974.38	47,723.20	3.73%
Total Cash & Investments	<u>6,058,586.15</u>	<u>5,904,861.79</u>	<u>153,724.36</u>	<u>2.6%</u>
<u>Other Current Assets</u>				
Accounts Receivable	542,522.40	302,476.78	240,045.62	79.36%
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	231,202.00	348,954.00	-117,752.00	-33.74%
Total Other Current Assets	<u>786,245.40</u>	<u>663,951.78</u>	<u>122,293.62</u>	<u>18.42%</u>
Total Current Assets	<u>6,844,831.55</u>	<u>6,568,813.57</u>	<u>276,017.98</u>	<u>4.2%</u>
<u>Fixed Assets</u>				
Land/Easements/Land Improvements	590,977.48	590,977.48	0.00	-28.37%
Interceptor Mains & Access	1,648,042.84	1,648,042.84	0.00	0.0%
Structures, Equipment & Improvements	45,392,903.85	45,325,996.33	66,907.52	0.25%
Accumulated Depreciation	-26,893,434.80	-25,028,459.62	-1,864,975.18	7.23%
Total Fixed Assets	<u>20,738,489.37</u>	<u>22,536,557.03</u>	<u>-1,798,067.66</u>	<u>-7.98%</u>
TOTAL ASSETS	<u><u>27,583,320.92</u></u>	<u><u>29,105,370.60</u></u>	<u><u>-1,522,049.68</u></u>	<u><u>-5.23%</u></u>
LIABILITIES & EQUITY				
<u>Liabilities</u>				
<u>Current Liabilities</u>				
Accounts Payable	117,584.97	54,547.25	63,037.72	0.0%
Payroll Liabilities	45,307.57	43,134.75	2,172.82	4.54%
Pension Liability	185,861.00	285,734.00	-99,873.00	-34.9%
Customer Deposits	1,011.42	444,327.41	16,129.16	-8.91%
Accrued Interest Expense & Other Liab	51,545.61	1,011.42	0.00	-55.65%
Total Current Liabilities	<u>401,310.57</u>	<u>828,754.83</u>	<u>-18,533.30</u>	<u>-51.58%</u>
<u>Long Term Liabilities</u>				
CWF-INTERCEPTOR	0.00	57,790.80	-57,790.80	-100.0%
CWF-2009 Upgrade	5,812,034.16	6,694,534.85	-882,500.69	-13.18%
Total Long Term Liabilities	<u>5,812,034.16</u>	<u>6,752,325.65</u>	<u>-940,291.49</u>	<u>-13.93%</u>
Total Liabilities	<u>6,213,344.73</u>	<u>7,581,080.48</u>	<u>-958,824.79</u>	<u>-12.65%</u>
<u>Equity</u>				
Contributions in Aid-Grants/Agencies	4,951,269.00	4,951,269.00	0.00	0.00%
Contributions in Aid-Communities	695,930.55	695,930.55	0.00	0.00%
Contributions in Aid-Others	147,494.00	147,494.00	0.00	0.00%
Accum Amort of Contributed Capital	-3,933,248.32	-3,933,248.32	0.00	0.00%
Retained Earnings-Unappropriated	19,248,406.34	19,697,193.84	-448,787.50	-2.28%
Restricted Net Position-Pension	145,937.00	145,937.00	0.00	0.00%
Net Income	114,187.62	204,141.47	-89,953.85	-44.00%
Total Equity	<u>21,369,976.19</u>	<u>21,908,717.54</u>	<u>-538,741.35</u>	<u>-2.46%</u>
TOTAL LIABILITIES & EQUITY	<u><u>27,583,320.92</u></u>	<u><u>29,489,798.02</u></u>	<u><u>-1,497,566.14</u></u>	<u><u>-5.08%</u></u>

Fox West Regional Sewerage Commission
Income Statement with Previous Year Comparison
February 29, 2024

		<u>February 24</u>	<u>February 23</u>	<u>Jan - Feb 24</u>	<u>Jan - Feb 23</u>	<u>Y-T-D \$ Change</u>
Operations & Maintenance Income						
	Grand Chute	116,006.10	70,098.75	184,554.50	148,217.01	36,337.49
	Clayton	4,065.18	3,120.07	7,166.19	6,623.42	542.77
	Fox Crossing	46,321.54	51,028.46	91,031.43	109,487.24	-18,455.81
	Greenville	36,865.71	31,756.05	75,557.10	66,842.32	8,714.78
	Total Operation/Maint Income	\$203,258.53	\$156,003.33	\$358,309.22	\$331,169.99	\$27,139.23
Operations & Maintenance Expenses						
<i>Wages & Benefits</i>	Commissioner Pay	1,418.15	1,222.70	2,836.30	2,445.40	390.90
	Employee Pay	15,596.20	15,149.80	33,690.28	32,028.85	1,661.43
	Employee Benefits	8,457.10	7,642.91	16,479.72	15,111.51	1,368.21
<i>Utilities</i>	Electric	51,536.10	53,563.96	101,901.91	102,609.26	-707.35
	Natural Gas & Water	11,500.02	12,635.86	15,262.09	20,099.48	-4,837.39
<i>Chemicals</i>	Ferric Chloride	25,050.79	22,310.26	62,951.11	44,233.11	18,718.00
	Polymer	10,340.00	0.00	10,340.00	0.00	10,340.00
	Other Chemicals	0.00	0.00	0.00	0.00	0.00
<i>General Operations</i>	Contract Operations	74,919.53	48,720.63	121,955.33	94,071.60	27,883.73
	Rugs, Linens, Uniforms	463.62	456.07	1,018.38	905.49	112.89
	Grit & Refuse Hauling	1,694.20	1,520.38	4,745.01	3,139.67	1,605.34
	Other Operations	878.52	1,120.30	1,373.64	1,917.43	-543.79
<i>Sludge</i>	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
<i>Plant Maint.</i>	Maintenance of Operations	0.00	2,604.89	12,834.00	3,358.27	9,475.73
	Other Plant Maintenance	32,698.40	6,910.02	34,697.73	21,993.33	12,704.40
<i>Lab</i>	Lab Operations	3,291.31	3,806.19	6,563.28	5,751.72	811.56
	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	53,315.00	51,298.00	2,017.00
	Annual Audit	0.00	0.00	0.00	0.00	0.00
	Office, Postage, Phone, etc	3,618.05	1,466.54	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	225.00	0.00	443.15	27.75	415.40
	Total Operating Expenses	\$246,039.99	\$179,130.51	\$484,599.71	\$401,311.29	\$83,288.42
	Gross Income (Loss)	(\$42,781.46)	(\$23,127.18)	(\$126,290.49)	(\$70,141.30)	(\$56,149.19)
Other Operations Income						
<i>Other Income</i>	Interest Income	23,967.00	7,800.78	48,578.75	18,205.60	30,373.15
	Waste Hauler Income	14,413.65	16,365.73	27,606.34	29,961.71	-2,355.37
	Lab Testing/Vac-Waste/Misc	1,559.00	3,252.00	12,193.64	9,651.41	2,542.23
	Other Operations Income	\$39,939.65	\$27,418.51	\$88,378.73	\$57,818.72	\$30,560.01
	Operating Fund Income (Loss)	(\$2,841.81)	\$4,291.33	(\$37,911.76)	(\$12,322.58)	(\$25,589.18)
Replacement, Debt, Depreciation						
<i>Repl.</i>	Repl. Income from Users	39,171.00	34,337.66	78,342.00	68,675.30	9,666.70
	Repl. Fund Expenses	6,075.00	0.00	60,385.80	6,832.00	53,553.80
<i>Debt</i>	Debt Service from Users	87,418.69	92,327.06	174,837.36	184,654.11	-9,816.75
	Debt Service Interest	12,922.09	15,016.68	25,844.18	30,033.36	-4,189.18
<i>Depr.</i>	Depr. Income from Users	0.00	0.00	0.00	0.00	0.00
	Depr. Fund Expenses	11,880.00	0.00	14,850.00	0.00	14,850.00
	Income (Loss) for Replacement, Debt, Depreciation	\$95,712.60	\$111,648.04	\$152,099.38	\$216,464.05	(\$64,364.67)
Reconciliation Discrepancies / Audit GASB / Plant Depreciation						
	Depreciation	0.00	0.00	0.00	0.00	0.00
	Net Income (Loss)	\$92,870.79	\$115,939.37	\$114,187.62	\$204,141.47	(\$89,953.85)

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

Budget Through 2/29/2024

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	YTD TOTAL	BDGT THRU FEB (2/29/24)	(OVER)UNDER BUDGET	% OF BUDGET
USER CHARGES:												
OPERATION AND MAINT	\$2,135,572.00	\$177,964.33	\$155,050.69	\$203,258.53					\$358,309.22	\$355,928.67	(\$2,380.55)	16.78%
EQUIPMENT REPLACEMENT	470,052.00	39,171.00	39,171.00	\$39,171.00					78,342.00	\$78,342.00	\$0.00	16.67%
BOND REDEMPTION	1,049,024.00	87,418.67	87,418.67	87,418.69					174,837.36	\$174,837.33	(\$0.03)	16.67%
DEPRECIATION	0.00	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	\$329,848.22	\$0.00	\$0.00	\$0.00	\$0.00	\$611,488.58	\$609,108.00	(\$2,380.58)	16.73%
CONTINGENCY FUNDING:												
INTEREST INCOME	\$161,820.00	\$13,485.00	\$24,611.75	\$23,967.00					\$48,578.75	\$26,970.00	(\$21,608.75)	30.02%
WASTEHAULER INCOME	202,500.00	16,875.00	13,192.69	14,413.65					27,606.34	\$33,750.00	\$6,143.66	13.63%
LAB & MISC. INCOME	34,285.00	2,857.08	10,634.64	1,559.00					12,193.64	\$5,714.17	(\$6,479.47)	35.57%
TOTAL CONT FUNDING	\$398,605.00	\$33,217.08	\$48,439.08	\$39,939.65	\$0.00	\$0.00	\$0.00	\$0.00	\$88,378.73	\$66,434.17	(\$21,944.56)	22.17%
BUDGETED SURPLUS	\$0.00	\$0.00										
TOTAL BUDGET	\$4,053,253.00	\$337,771.08	\$330,079.44	\$369,787.87	\$0.00	\$0.00	\$0.00	\$0.00	\$699,867.31	\$675,542.17	(\$24,325.14)	17.27%
2024 BUDGETED O&M EXPENSE												
WAGES & BENEFITS:												
COMMISSIONERS	\$16,236.00	\$1,353.00	\$1,418.15	\$1,418.15					\$2,836.30	\$2,706.00	(\$130.30)	17.47%
PLANT PERSONNEL	171,957.00	14,329.75	18,094.08	15,596.20					33,690.28	\$28,659.50	(\$5,030.78)	19.59%
EMPLOYEE BENEFITS	87,592.00	7,299.33	8,022.62	8,457.10					16,479.72	\$14,598.67	(\$1,881.05)	18.81%
UTILITIES:												
ELECTRIC POWER	671,135.00	55,927.92	50,365.81	51,536.10					101,901.91	\$111,855.83	\$9,953.92	15.18%
OTHER UTILITIES	59,360.00	4,946.67	3,762.07	11,500.02					15,262.09	\$9,893.33	(\$5,368.76)	25.71%
CHEMICALS:												
FERRIC CHLORIDE	290,000.00	24,166.67	37,900.32	25,050.79					62,951.11	\$48,333.33	(\$14,617.78)	21.71%
OTHER CHEMICALS	40,500.00	3,375.00	0.00	10,340.00					10,340.00	\$6,750.00	(\$3,590.00)	25.53%
GENERAL OPERATIONS:												
CONTRACT OPERATIONS	724,384.00	60,365.33	47,035.80	74,919.53					121,955.33	\$120,730.67	(\$1,224.66)	16.84%
OTHER OPERATING COSTS	46,315.00	3,859.58	4,100.69	3,036.34					7,137.03	\$7,719.17	\$582.14	15.41%
SLUDGE HANDLING:												
SLUDGE DISPOSAL	19,000.00	1,583.33	0.00	0.00					0.00	\$3,166.67	\$3,166.67	0.00%
OTHER SLUDGE EXPENSES	0.00	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	32,698.40					47,531.73	\$37,791.67	(\$9,740.06)	20.96%
LABORATORY:												
LAB OPERATIONS	10,555.00	879.58	3,271.97	3,291.31					6,563.28	\$1,759.17	(\$4,804.11)	62.18%
WPDES-COMPL. MONITORING	17,100.00	1,425.00	0.00	0.00					0.00	\$2,850.00	\$2,850.00	0.00%
ADMINISTRATIVE/GENERAL:												
INSURANCE/LEGAL	75,000.00	6,250.00	48,962.00	4,353.00					53,315.00	\$12,500.00	(\$40,815.00)	71.09%
ANNUAL AUDITING SERVICES	9,635.00	802.92	0.00	0.00					0.00	\$1,605.83	\$1,605.83	0.00%
OFFICE, POSTAGE, PHONE, ETC	12,550.00	1,045.83	574.73	3,618.05					4,192.78	\$2,091.67	(\$2,101.11)	33.41%
DNR ENVIRONMENTAL FEES	34,600.00	2,883.33	0.00	0.00					0.00	\$5,766.67	\$5,766.67	0.00%
GENERAL ADMIN. EXPENSE	21,508.00	1,792.33	218.15	225.00					443.15	\$3,584.67	\$3,141.52	2.06%
TOTAL O&M EXPENSES	\$2,534,177.00	\$211,181.42	\$238,559.72	\$246,039.99	\$0.00	\$0.00	\$0.00	\$0.00	\$484,599.71	\$422,362.83	(\$62,236.88)	19.12%
CONTINGENCY APPLIED	\$235,400.00	\$19,616.67	\$27,378.30	\$34,858.57	(\$211,181.42)	(\$211,181.42)	(\$211,181.42)	(\$211,181.42)	(\$2,049,577.29)	\$39,233.33	\$2,088,810.62	-870.68%

FOX WEST REGIONAL SEWERAGE COMMISSION

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Monthly Operational Summary

March, 2024

PLANT OPERATIONS

1. **PLANT PERFORMANCE** – The facility met all DNR permit limits in March.
2. **SNDR#2 DIGESTER-** Thermal Process Systems (TPS) and Fiberglass Solutions were onsite on 3/18 and 3/19 in order to complete the modifications to the aeration header inside the tank. Both the air header and the sludge headers were cleaned and the new flange was installed on the air header. The tank can be brought back online after the repairs have been made to the SNDR#2 jet pump.
3. **WWTP TOUR-** Ashley Clark and I took a tour of the Heart of the Valley (HOV) WWTP on 3/14/24. HOV also has an ATAD digester system. HOV came to Fox West on 3/15/24 to walk through our ATAD complex.
4. **PREVENTATIVE MAINTENANCE-** We changed the oil on all of the pumps in the ATAD pump room. The motors were all greased as well.
5. **BACK-UP GENERATOR-** Cummins was onsite on 3/18/24 to perform the annual preventative maintenance on the motor. We have scheduled them to return on 4/18/24 to perform the load bank test. This test confirms that the generator is able to provide the maximum amount of power that it was designed for. Cummins was unable to complete that work during the initial visit, but no trip charge will be assessed when they return to complete the load bank test.
6. **ATAD RAG PLUGGING-** We have been experiencing problems again with rags plugging the pumps and piping in the ATAD digester system. Transfer pump #1 plugged with rag material five consecutive days, and I believe some of this rag/hair material is plugging the jet header piping in the digesters. We are planning on draining ATAD reactor #1 sometime in April to clean the tank and header piping. We will be having Fiberglass Solutions install flanges in the header piping at that time. The flanges should allow Fox West staff better access to the inside of the header piping which should help us remove the blockages in the future.

PRETREATMENT

1. **GULFSTREAM-** We will be inspecting the new Gulfstream hanger which is near their current location. This inspection should answer some questions we have concerning their new permitted outfall.
2. **ANNUAL REPORT-** The annual pretreatment report for 2023 was submitted to the DNR on 3/28/24.
3. **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. **HSI BLOWER #2**- Atlas Copco was onsite on 3/4/24 to troubleshoot the ongoing problem with the inlet air temperature sensor on HSI blower #2. They found that the new sensor was working correctly, but a rubber boot connection on the discharge piping was leaking which allowed hot air to circulate near the inlet air temperature sensor. This hot air was causing the sensor to alarm. The boot was tightened and the blower has been functioning properly since the repair was made. Atlas Copco recommends that the boot be replaced since it is worn. I have not seen a quote for this work yet.
2. **ATAD TRANSFER PUMP #2** Crane Engineering removed pump #2 on 3/20/24. The pump is showing severe wear, and Crane is recommending that it be rebuilt with CD4 stainless steel components (\$18,382.00). Pump #1 was rebuilt last year with CD 4 components and it has held up well so far.
3. **PHOSPHATE ANALYZER**- Faith Technologies has installed the panel and Fox West staff have plumbed in the sampling sink which will be used to collect the effluent samples for analysis. Faith Technologies still needs to complete the Scada programming work in order for the unit to communicate back to the main instrument panel.
4. **LAB COMPUTER**- A desktop computer (\$1,570.75) was purchased from Heartland Business Service for the lab, and internet cable was installed as well (\$910.00). This computer will be used to store electronic copies of lab files as well as some pretreatment documents.
5. **ATAD FEED PUMP #3**- Pump #3 failed to run on 3/15/24. Fox West staff were able to determine that the problem was due to a faulty electrical relay. We installed the spare relay which we had in stock and the pump was returned to service the same day.
6. **SNDR #2 JET PUMP**- Crane Engineering was onsite on 3/20/24 to remove the rotating element from the jet pump for inspection. They found that the casing cover was worn and the mechanical seal needed to be repaired (\$8,786.00).
7. **SNDR #2 JET PUMP SUCTION VALVE**- The suction valve on SNDR #2 jet pump was not holding and the valve needed to be rebuilt. Replacement parts were ordered, but when the valve was disassembled we found that the valve body and seat were severely pitted and the valve could not be repaired. Crane has provided a quote (\$18,502.00) to replace the 18" plug valve with an 18" stainless steel gate valve and spool piece. This valve will be more resistant to corrosion than the original. The rebuilt parts will be returned to Ferguson Waterworks. I am working with them to have the re-stocking fee reduced.
8. **SLUDGE STORAGE MIXER #3**- The new mixer was installed on 3/6/24. With the mixer being offline for so long, solids had accumulated in the section of the tank where the mixer normally operates. Fox West staff entered the tank and we were able to wash down some of the solids to the belt presses. There is still a significant amount of sludge on the bottom of the tank that we will need to remove in the near future.