

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



September 26, 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 Rossmeyssl
Herrling Clark Law Firm
800 North Lynndale Drive
Appleton, WI 54914

PUBLIC NOTICE

Public Notice is hereby given that there will be a **PUBLIC HEARING** and **REGULAR MEETING** of the FOX WEST REGIONAL SEWERAGE COMMISSION on Wednesday, October 2, 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 PUBLIC HEARING & REGULAR MEETING** **Wednesday October 2, 2024** **4:00 P.M.**

The meeting will also be held via teleconference.

CALL TO ORDER OF REGULAR MEETING

ROLL CALL

APPROVAL OF AGENDA

MOTION TO OPEN PUBLIC HEARING

PUBLIC HEARING
ON 2025 BUDGET:

- Discussion & Review of Proposed 2024 Operational Budget
- Motion to close Public Hearing & Adjourn to Regular Meeting

REGULAR MEETING:

SECRETARY'S
REPORT:

- Update on 2025 Employee Benefit Changes
- Approve Minutes of Regular Meeting (9/04/2024)

TREASURER'S
REPORT:

- Approve Voucher List
- Discuss / Approve Bank & Budget Statements

PRESIDENT'S
REPORT:

- Discussion/Action
- Approval of 2025 Operational Budget

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

September 4, 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: Keith Curran (Greenville), Chad Olsen (McMahon)

APPROVAL OF AGENDA:

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

SECRETARY'S REPORT:

Minutes

A motion was made by Mike Van Dyke to approve the Minutes of the Regular meeting held on August 7, 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; second by Greg Ziegler. *Motion Carried.*

Bank & Budget Statements

President Youngquist asked if there were any questions regarding the bank and budget statements; hearing none, a motion was made by Mike Van Dyke to approve the Bank & Budget Statement as presented; second by Greg Ziegler. *Motion Carried.*

PRESIDENT'S REPORT:

MANAGER'S REPORT:

Operational Summary

Manager Kaufman discussed his written report and provided additional information on: The facility is struggling with high effluent ammonia concentrations. Manager Kaufman and Chad Olsen are working with the process engineers with Peterson and Matz to determine why the levels have increased, and whether media can be increased. Commissioner Ziegler asked what could be causing the increase, and

Manager Kaufman said he is unsure and is currently working on sampling various areas to help narrow down what could be causing it. He shared a couple of possible causes, and stated that he and Chad Olsen will continue to work with the process engineers and will bring the Commission more information as it is available. He reported the second digester is back up and running, and that may help as well. We are waiting on DNR approval to change the ammonia process currently in place to one that will make sampling more efficient. Additionally, he explained the switch to Ferric Sulfate has not been as effective as the Ferric Chloride was, and therefore, we will be switching back to Ferric Chloride. After discussion a motion was made by Mike Van Dyke to approve the Operational Summary; second by Greg Ziegler. *Motion Carried.*

Network Switch Option #2

Manager Kaufman reminded everyone that at the last meeting the Commission had approved option #1 with the stipulation that he reach out to Faith Technologies to see if option #2 is more cost effective. He reported that the Faith representative did recommend option #2 due to the overall cost savings, and requested the Commission's approval for option #2. After discussion a motion was made by Mike Van Dyke to approve Option #2 for an additional \$106,559 as submitted; second by Greg Ziegler. *Motion Carried.*

TPS Quote for ATAD Digester Work

Manager Kaufman explained the quote for the ATAD work includes a ThermAer 2 jet header clean out, fiberglass cutting on pipe, and the addition of a Y-cleanout which allows staff to remove clogs and rags more easily. He shared that if this works well, he will budget to do the other one next year. After discussion a motion was made by Greg Ziegler approve the TPS quote in the amount of \$21,950 as submitted; second by Mike Van Dyke. *Motion Carried.*

ENGINEER'S REPORT:

N/A

OLD BUSINESS

N/A

NEW BUSINESS

Sewer Extension Request – Wisconsin Ave. (Grand Chute)

Manager Kaufman reported no concerns regarding the sewer extension request for Wisconsin Avenue, and recommended approval. A motion was made by Mike Van Dyke to approve the sewer extension request; second by Greg Ziegler. *Motion Carried.*

2025 Draft Budget/Set Public Hearing

President Youngquist opened discussion regarding the draft budget, and requested the verbiage throughout the budget be reviewed to ensure the information is up-to-date. He pointed out the additional loan for the Finescreen/Blower/Generator project, and how that was figured into the budget. He further shared that he reached out to Community First Credit Union and Baird regarding loan options they can offer. Community First Credit Union declined lending to the commission due to the dollar amount. Baird will be sending loan options over to President Youngquist to share with the commission. Discussion followed regarding how to fund the project most effectively. There was a question about the increase to the MCO contract. Manager Kaufman explained that with the employee retiring this year, MCO needed to hire a new person for the lab. The health insurance amount was estimated high due to the uncertainty of rates, but 11% was suggested by the underwriter. Manager Kaufman explained the lab expenses were increased more than usual due to the plant's permit renewal next year, which will include new limits for PFAS/PFOS testing. After discussion, a motion was made by Mike Van Dyke to schedule a Public

**Fox West Regional SC
Regular Meeting Minutes
September 4, 2024
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Hearing on the Proposed 2025 Fox West Regional Sewerage Commission Budget to be held on Wednesday October 4, 2024 at 4:00 pm at the offices of McMahon Associates immediately prior to the Regular Meeting, second by Greg Ziegler. *Motion Carried.*

ADJOURNMENT

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

Meeting adjourned at 5:06 pm.

ATTEST

Greg Ziegler, Secretary

Melissa Starr, Accounting Clerk

**FOX WEST REGIONAL
SEWERAGE COMMISSION
For Approval on: 10/02/2024**

PREAUTHORIZED SEPTEMBER PAYABLES

CHECK NO	DATE		Amount
38502-38503	09/03/24	Plant Payroll - Net (#24-18)	\$ 3,252.18
WDC090324	09/03/24	Wisconsin Def Comp (#24-18)	\$ 50.00
	09/03/24	FSA WITHHOLDING (#24-18)	\$ 86.66
38504-38505	09/17/24	Plant Payroll - Net (#24-19)	\$ 3,687.05
WDC091724	09/17/24	Wisconsin Def Comp (#24-19)	\$ 50.00
	09/17/24	FSA WITHHOLDING (#24-19)	\$ 86.66
38506	09/16/24	Fox Crossing Utilities (Water -721k gals - <u>\$4213.30</u> / Stormwater Fees- <u>\$1,318.01</u> / Fire Protection- <u>\$258.00</u>)	\$ 5,789.31
38507	09/16/24	McClone Agency (insurance installment-worker comp, liability, auto)	\$ 4,353.00
38508	09/16/24	Spectrum/Charter Communications (<u>\$114.99</u> Internet/ <u>\$113.83</u> Telephone)	\$ 228.82
38509	09/16/24	WE Energies (<u>\$102.82</u> Heat/ <u>\$62,780.19</u> Electric)	\$ 62,883.01
38513	09/20/24	GFL Environmental (trash, grit, recycling hauling)	\$ 1,571.82
38510	09/23/24	Town of Grand Chute (Life & Dental Insurance, FSA fee)	\$ 437.43
38511	09/23/24	VISA (<u>\$228.90</u> - <u>Office Supplies/\$30.81</u> - <u>Lab Supplies/\$15.54</u> - <u>Postage/\$8.78</u> - <u>Maint/\$292.94</u> - <u>Parts</u>)	\$ 576.97

WGH092424	09/24/24	Dept of Employee Trust (OCT HEALTH INVOICE)	\$ 4,700.64
EFTPS093024	09/30/24	Federal Payroll Taxes (SEPT Federal Tax Withholding)	\$ 2,406.64
WDR093024	09/30/24	Wisconsin Dept Revenue (SEPT State Tax Withholding)	\$ 411.05
WRS093024	09/30/24	Dept of Employee Trust (AUG PENSION)	\$ 1,424.73
			<u>\$91,995.97</u>

**FOX WEST REGIONAL
SEWERAGE COMMISSION -**

MONTHLY PAYABLES

VOUCHER LIST - 10/02/2024

PAGE 2

CHECK NO	DATE		Amount
38516-38522	10/02/24	Commissioner's Wages (Net) Commission Wages (SEPT Mtg)	\$1,239.66
38523	10/02/24	Ryan Wiitanen WWOA Training	\$77.63
38524	10/02/24	Scott Loewenhagen WWOA Training	\$46.58
38525	10/02/24	Aquachem Ferric Sulfate, UP 316U, Ferric Chloride	\$54,802.76
38526	10/02/24	Aquarius Home Services Water R.O. System Diagnosis	\$149.00
38527	10/02/24	Badger Labs Fecal Coliform Testing	\$680.00
38528	10/02/24	Batteries Plus Emergency Light, Exit Sign, Batteries	\$467.90
38529	10/02/24	Brandon Kaufman Paint Material Disposal	\$824.70
38530	10/02/24	GFL Grit Haul & Recycling Services	\$1,604.79
38531	10/02/24	Grainger Parts, Belts, Signs, Lights, Cleaning Supplies	\$3,492.35
38532	10/02/24	Heartland Business Systems Monthly Billing, Setup DUO and Veeam Access	\$1,082.64
38533	10/02/24	Johnson Controls Service Building Lab Cooling Work	\$1,726.67
38534	10/02/24	MCO Contract Operations	\$60,135.25
38535	10/02/24	NCL Fume Hood, Ammonia Standard, Ammonia Buffer	\$474.11
38536	10/02/24	Splendid Cleaning Services Building Maintenance	\$379.00
38537	10/02/24	Superior Chemical Degreaser, Insecticide, Weed Killer	\$1,986.74
38538	10/02/24	UniFirst Employee Uniforms, Mats, Wipers	\$420.20
38539	10/02/24	Werner Electric Part for Plug on Sludge Mixer #6	\$99.06

\$129,689.04

CHECK NO	DATE		Amount
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EQUIPMENT REPLACEMENT

38540	10/02/24	Faith Technologies, Inc. Ethernet Switch Upgrade	\$57,394.75
38541	10/02/24	Xylem Water Solutions U.S.A., Inc. Submersible Mixer #6	\$ 16,985.30

	Total Equipment Replacement	\$74,380.05
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DEPRECIATION EXPENSE

38542	10/02/24	McMahon Associates, Inc. WWTF Improvements Project	\$1,980.00
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	Total Depreciation	\$1,980.00
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Preauthorized SEPT Expenses	\$91,995.97
Monthly Payables	\$129,689.04
Equipment Replacement Expense	\$74,380.05
Depreciation Expense	\$1,980.00
	\$298,045.06

Disbursements Not Approved:

Approved by Commission:

Mark Strobel

Date

2024 INTEREST EARNINGS
August 31, 2024

gl #s	Operations				Future	Replacement	Bond Redemption		Depreciation		TOTAL
	Checking	WH Deposit Winnebago	WH Deposit Geenan	Savings	C.D. Matures 9/12/24	MONEY MARKET	MONEY MARKET	LGIP	MONEY MARKET	LGIP	
	0.05%	0.01%	0.01%	1.00%	5.17%	5.25%	5.25%	5.41%	5.41%	5.41%	
	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	13.24	0.01	0.02	1.79	5,708.42	3,070.57	4,297.15	4,325.97	1,195.66	7,573.75	\$26,186.58
Apr	13.68	-	-	-	5,548.05	3,096.41	3,568.78	5,129.61	1,162.32	7,335.19	\$25,854.04
May	14.72	-	-	-	5,756.86	3,393.31	1,691.97	3,518.27	1,102.89	7,615.95	\$23,093.97
Jun	17.74	0.01	0.02	1.28	5,595.12	3,419.54	2,040.97	3,452.20	952.27	7,467.52	\$22,946.67
Jul	24.90	-	-	-	5,805.70	3,593.05	2,602.17	3,580.25	949.72	7,743.12	\$24,298.91
Aug	24.49	-	-	-	5,830.68	3,610.57	2,638.73	3,593.60	1,278.43	7,772.00	\$24,748.50
Sep											\$0.00
Oct											\$0.00
Nov											\$0.00
Dec											\$0.00
TOTALS:	\$152.55	\$0.02	\$0.04	\$3.07	\$45,224.74	\$26,041.75	\$23,911.87	\$31,907.12	\$8,414.75	\$60,051.51	\$195,707.42
		\$155.68			\$45,224.74	\$26,041.75	\$55,818.99		\$68,466.26		
acct #'s	-17	-87	-87	-5400	-4959	-92	-23	-1	-11	-2	
acct \$'s	\$259,051.05	\$506.84	\$502.17	\$7.03	\$1,360,942.41	\$864,320.20	\$690,048.82	\$787,347.64	\$560,812.67	\$1,702,821.43	\$6,226,360.26

ACCOUNT LISTING
8/31/2024

American Nat'l Bank	Operations - Checking	\$259,051.05	0.05%
American Nat'l Bank	Operations - WH Deposit	\$506.84	0.01%
American Nat'l Bank	Operations - WH Deposit	\$502.17	0.01%
Community 1st CU	Operations - Savings	\$7.03	1.00%
Community 1st CU	Future Capital - CD	\$1,360,942.41	5.17%
American Nat'l Bank	Replacement - Money Market	\$864,320.20	5.25%
American Nat'l Bank	Bond Redemption - Money Market	\$690,048.82	5.25%
LGIP	Bond Redemption - LGIP	\$787,347.64	5.41%
American Nat'l Bank	Depreciation - Money Market	\$560,812.67	5.41%
LGIP	Depreciation - LGIP	\$1,702,821.43	5.41%
	Total Funds:	\$6,226,360.26	

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

CHECKING ACCOUNT		
Beginning Balance		\$625,321.62
Receipts:		
User Fees Received	\$339,012.91	
Vactor-Waste Fees Received	-	
Lab/MISC Fees Received	859.00	
Septic Haulers Fees	21,678.27	
Interest Earned @ 0.05% / ANB	24.49	
Transfers from:		
Equipment Replacement	4,937.51	
Bond Redemption	-	
Depreciation	8,369.00	
Total Receipts:	\$374,881.18	
	Total Available	\$1,000,202.80
Disbursements:		
Commissioners Wages (net)	\$1,239.74	
Plant Personnel Wages (net)	3,355.40	
Plant Personnel Wages (net)	3,314.49	
Plant Personnel Wages (net)	-	
Gen. Operating Expense	\$257,013.46	
Equipment Replacement	-	
Depreciation	-	
Transfers To:		
Misc ledger adjustment	-	
Equipment Replacement	39,170.99	
<i>JULY Inv. - AUG receipts</i>		
Bond Redemption	87,418.67	
<i>JULY Inv. - AUG receipts</i>		
Depreciation	350,000.00	
Total Disbursements:	\$741,512.75	
	TOTAL CHECKING - Per General Ledger	\$258,690.05
	checks outstanding:	\$361.00
	actual checkbook balance at month-end- Per Bank Statement:	\$259,051.05

COMM FIRST CU SAVINGS ACCOUNT		
Beginning Balance	\$7.03	
Interest Earned @ 1.00% / COM 1st	-	
Minimum Balance Deposit	-	
Transfer to LGIP Bond Red	-	
Wire Transfer Fee	-	
Total Savings Acct Balance		\$7.03

EQUIPMENT REPLACEMENT ACCOUNT		
Beginning Balance	\$826,476.15	
Interest Earned @ 5.25% / ANB	3,610.57	
Transfer from Checking	39,170.99	
Transfer to Checking	(4,937.51)	
Total Equip Replacement Acct Balance		\$864,320.20

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

BANK STATEMENT-8/31/24
PAGE 2

FUTURE CAPITAL ACCOUNT

Beginning Balance	\$1,355,111.73	
Interest Earned @ 5.17% / COM 1st - CD	5,830.68	
TOTAL FUTURE CAPITAL		\$1,360,942.41

BOND REDEMPTION ACCOUNTS

Beginning Balance - Money Market Account	\$599,991.42	
Interest Earned @ 5.25% / ANB	2,638.73	
Transfer from Checking	87,418.67	
Transfer to STATE WIS - CWF loan payment	-	
Wire Transfer Fee	-	
Total Bond Redemption MM Acct Balance	\$690,048.82	

Beginning Balance - LGIP Account	\$783,754.04	
Interest Earned @ 5.41% / LGIP	\$3,593.60	
Deposit	-	
Withdrawal (STATE WIS - CWF loan payment)	-	
Total Bond Redemption LGIP Acct Balance	\$787,347.64	

TOTAL BOND REDEMPTION **\$1,477,396.46**

DEPRECIATION ACCOUNTS

Beginning Balance - Money Market Account	\$217,903.24	
Interest Earned @ 5.41% / ANB	1,278.43	
Transfer from Checking	350,000.00	
Transfer to Checking	(8,369.00)	
Total Depreciation Acct Balance	\$560,812.67	

Beginning Balance - LGIP Account	\$1,695,049.43	
Interest Earned @ 5.42%	7,772.00	
Total Depreciation LGIP Acct Balance	\$1,702,821.43	

TOTAL DEPRECIATION ACCOUNT **\$2,263,634.10**

SUMMARY

ANB CHECKING ACCOUNT	\$259,051.05
COMM FIRST CU SAVINGS ACCOUNT	\$7.03
EQUIPMENT REPLACEMENT ACCOUNT	864,320.20
FUTURE CAPITAL CD ACCOUNT	\$1,360,942.41
BOND REDEMPTION ACCOUNTS	1,477,396.46
DEPRECIATION ACCOUNTS	2,263,634.10
PETTY CASH & WASTEHAULER DEPOSITS	\$1,209.01
TOTAL FUNDS AVAILABLE	\$6,226,560.26

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

		<u>August 24</u>	<u>August 23</u>	<u>Jan - Aug 24</u>	<u>Jan - Aug 23</u>	<u>Y-T-D \$ Change</u>
Operations & Maintenance Income						
	Grand Chute	94,738.04	79,576.53	939,872.15	671,213.46	268,658.69
	Clayton	3,934.83	3,364.13	34,930.71	29,109.82	5,820.89
	Fox Crossing	61,641.73	50,615.35	461,969.73	467,396.16	-5,426.43
	Greenville	36,427.17	34,650.04	309,762.27	287,769.30	21,992.97
	Total Operation/Maint Income	\$196,741.77	\$168,206.05	\$1,746,534.86	\$1,455,488.74	\$291,046.12
Operations & Maintenance Expenses						
<i>Wages & Benefits</i>	Commissioner Pay	1,418.15	1,418.15	11,345.20	10,367.95	977.25
	Employee Pay	10,324.10	14,999.82	135,886.55	131,480.42	4,406.13
	Employee Benefits	5,408.11	8,249.26	55,365.61	63,083.43	-7,717.82
<i>Utilities</i>	Electricity	68,768.86	60,187.46	459,048.37	444,418.24	14,630.13
	Natural Gas & Water	117.10	6,261.39	31,948.38	48,611.21	-16,662.83
<i>Chemicals</i>	Ferric Chloride	10,317.42	21,875.61	210,301.75	186,382.93	23,918.82
	Polymer	0.00	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	60,135.25	47,035.80	478,025.52	376,286.40	101,739.12
	Rugs, Linens, Uniforms	333.04	554.76	3,684.51	4,127.96	-443.45
	Grit & Refuse Hauling	0.00	1,494.38	15,242.88	17,130.45	-1,887.57
	Other Operations	696.91	961.84	5,175.08	7,476.04	-2,300.96
<i>Sludge</i>	Sludge Disposal	19,508.28	18,637.50	19,508.28	18,637.50	870.78
	Other Sludge Exp.	0.00	0.00	918.87	516.58	402.29
<i>Plant Maint</i>	Maintenance of Operations	0.00	0.00	88,044.68	29,153.12	58,891.56
	Other Plant Maintenance	3,786.29	21,789.57	89,055.64	83,673.74	5,381.90
<i>Lab</i>	Lab Operations	2,696.35	2,108.28	28,927.47	18,007.94	10,919.53
	WPDES Compliance Monitor	0.00	0.00	0.00	0.00	0.00
<i>Administrative & General Expenses</i>	Insurance & Legal	0.00	0.00	57,668.00	61,845.00	-4,177.00
	Annual Audit	0.00	0.00	9,660.00	9,425.00	235.00
	Office, Postage, Phone, etc	961.02	912.48	10,819.05	12,051.35	-1,232.30
	DNR Environment Fees	0.00	0.00	34,453.16	34,373.35	79.81
	Other General/Admin	12.46	20.00	14,740.49	2,617.33	12,123.16
	Total Operating Expenses	\$184,483.34	\$206,506.30	\$1,770,159.49	\$1,559,665.94	\$210,493.55
	Gross Income (Loss)	\$12,258.43	(\$38,300.25)	(\$23,624.63)	(\$104,177.20)	\$80,552.57
Other Operations Income						
<i>Other Income</i>	Interest Income	24,748.50	16,003.54	195,707.42	96,958.56	98,748.86
	Waste Hauler Income	17,054.22	16,509.14	133,695.25	134,282.33	-587.08
	Lab Testing/Vac-Waste/Misc	4,102.00	4,388.80	35,736.70	22,713.21	13,023.49
	Other Operations Income	\$45,904.72	\$36,901.48	\$365,139.37	\$253,954.10	\$111,185.27
	Operating Fund Income (Loss)	\$58,163.15	(\$1,398.77)	\$341,514.74	\$149,776.90	\$191,737.84
Replacement, Debt, Depreciation						
<i>Repl.</i>	Repl. Income from Users	39,171.09	34,337.66	313,368.09	274,701.24	38,666.85
	Repl. Fund Expenses	0.00	7,612.00	134,605.12	52,210.67	82,394.45
<i>Debt</i>	Debt Service from Users	87,419.00	87,444.94	699,349.78	723,970.27	-24,620.49
	Debt Service Interest	10,907.65	12,922.09	17,786.42	23,244.61	-5,458.19
<i>Depr.</i>	Depr. Income from Users	0.00	0.00	0.00	0.00	0.00
	Depr. Fund Expenses	2,429.00	5,280.00	43,510.00	29,361.00	14,149.00
	Income (Loss) for Replacement, Debt, Depreciation	\$113,253.44	\$95,968.51	\$816,816.33	\$893,855.23	(\$77,038.90)
Reconciliation Discrepancies / Audit GASB / Plant						
	Depreciation	0.00	0.00	0.00	0.00	0.00
	Net Income (Loss)	\$171,416.59	\$94,569.74	\$1,158,331.07	\$1,043,632.13	\$114,698.94

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

	August 31, 24	August 31, 23	\$ Change	% Change
ASSETS				
<u>Current Assets</u>				
<u>Cash & Investments</u>				
Checking-American Nat'l	258,690.05	723,979.08	-465,289.03	-64.27%
Cash-Wastehauler's Deposits	1,009.01	1,008.89	0.12	0.01%
Petty Cash	195.00	200.00	-5.00	-2.5%
Savings-Comm 1st	7.03	674.05	-667.02	-98.96%
Bond Redemption - Money Market & CD's	1,477,396.46	1,310,963.71	166,432.75	12.7%
Equipment Replacement - Money Market & CD's	864,320.20	613,644.46	250,675.74	40.85%
Depreciation Fund - Money Market & CD's	2,263,634.10	1,791,477.47	472,156.63	26.36%
Future Capital (CD)	1,360,942.41	1,295,959.88	64,982.53	5.01%
Total Cash & Investments	6,226,194.26	5,737,907.54	488,286.72	8.51%
<u>Other Current Assets</u>				
Accounts Receivable	345,626.08	308,937.59	36,688.49	11.88%
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	589,349.08	670,412.59	-81,063.51	-12.09%
Total Current Assets	6,815,543.34	6,408,320.13	407,223.21	6.36%
<u>Fixed Assets</u>				
Land/Easements/Land Improvements	590,977.48	590,977.48	0.00	-26.22%
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	0.15%
Accumulated Depreciation	-26,893,434.80	-25,028,459.62	-1,864,975.18	7.45%
Total Fixed Assets	20,738,489.37	22,536,557.03	-1,798,067.66	-7.98%
TOTAL ASSETS	27,554,032.71	28,944,877.16	-1,390,844.45	-4.81%
LIABILITIES & EQUITY				
<u>Liabilities</u>				
<u>Current Liabilities</u>				
Accounts Payable	36,348.91	90,453.44	-54,104.53	95.42%
Payroll Liabilities	44,748.07	44,424.43	323.64	0.96%
Pension Liability	185,861.00	285,734.00	-99,873.00	-34.9%
Customer Deposits	1,011.42	1,011.42	0.00	0%
Accrued Interest Expense & Other Liab	43,487.85	52,316.61	-8,828.76	-16.88%
Total Current Liabilities	311,457.25	473,939.90	-162,482.65	-34.28%
<u>Long Term Liabilities</u>				
CWF-2009 Upgrade	4,828,455.82	5,722,729.06	-894,273.24	-15.63%
Total Long Term Liabilities	4,828,455.82	5,722,729.06	-894,273.24	-15.63%
Total Liabilities	5,139,913.07	6,196,668.96	-1,056,755.89	-15.36%
<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	1,158,331.07	1,043,632.13	114,698.94	3.99%
Total Equity	22,414,119.64	22,748,208.20	-334,088.56	-1.47%
TOTAL LIABILITIES & EQUITY	27,554,032.71	28,944,877.16	-1,390,844.45	-4.71%

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

Budget Through 8/31/2024

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	YTD TOTAL	BDGT THRU AUG (8/31/24)	(OVER)/UNDER BUDGET	% OF BUDGET
USER CHARGES:														
OPERATION AND MAINT	\$2,135,572.00	\$177,964.33	\$155,050.69	\$203,258.53	\$228,062.11	\$302,029.99	\$237,960.14	\$211,008.38	\$212,423.25	\$196,741.77	\$1,746,534.86	\$1,423,714.67	(\$322,820.19)	81.78%
EQUIPMENT REPLACEMENT	470,052.00	39,171.00	39,171.00	\$39,171.00	\$39,171.00	\$39,171.01	\$39,170.87	\$39,171.13	\$39,170.99	\$39,171.09	313,368.09	\$313,368.00	(\$0.09)	66.67%
BOND REDEMPTION	1,049,024.00	87,418.67	87,418.67	87,418.69	87,418.68	87,418.70	87,418.44	87,418.93	87,418.67	87,419.00	699,349.78	\$699,349.33	(\$0.45)	66.67%
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%
TOTAL BUDGETED INCOME	\$3,654,648.00	\$304,554.00	\$281,640.36	\$329,848.22	\$354,651.79	\$428,619.70	\$364,549.45	\$337,598.44	\$339,012.91	\$323,331.86	\$2,759,252.73	\$2,436,432.00	(\$322,820.73)	75.50%
CONTINGENCY FUNDING:														
INTEREST INCOME	\$161,820.00	\$13,485.00	\$24,611.75	\$23,967.00	\$26,186.58	\$25,854.04	\$23,093.97	\$22,946.67	\$24,298.91	\$24,748.50	\$195,707.42	\$107,880.00	(\$87,827.42)	120.94%
WASTEHAULER INCOME	202,500.00	16,875.00	13,192.69	14,413.65	15,519.56	18,111.41	18,394.28	16,145.17	20,864.27	17,054.22	133,695.25	\$135,000.00	\$1,304.75	66.02%
LAB & MISC. INCOME	34,285.00	2,857.08	10,634.64	1,559.00	2,110.00	1,713.00	1,815.00	1,636.00	12,167.06	4,102.00	35,736.70	\$22,856.67	(\$12,880.03)	104.23%
TOTAL CONT FUNDING	\$398,605.00	\$33,217.08	\$48,439.08	\$39,939.65	\$43,816.14	\$45,678.45	\$43,303.25	\$40,727.84	\$57,330.24	\$45,904.72	\$365,139.37	\$265,736.67	(\$99,402.70)	91.60%
BUDGETED SURPLUS	\$0.00	\$0.00												
TOTAL BUDGET	\$4,053,253.00	\$337,771.08	\$330,079.44	\$369,787.87	\$398,467.93	\$474,298.15	\$407,852.70	\$378,326.28	\$396,343.15	\$369,236.58	\$3,124,392.10	\$2,702,168.67	(\$422,223.43)	77.08%
2024 BUDGETED O&M EXPENSE														
WAGES & BENEFITS:														
COMMISSIONERS	\$16,236.00	\$1,353.00	\$1,418.15	\$1,418.15	\$1,418.15	\$1,418.15	\$1,418.15	\$1,418.15	\$1,418.15	\$1,418.15	\$11,345.20	\$10,824.00	(\$521.20)	69.88%
PLANT PERSONNEL	171,957.00	14,329.75	18,094.08	15,596.20	44,455.20	15,412.97	10,233.20	10,718.00	11,052.80	10,324.10	135,886.55	\$114,638.00	(\$21,248.55)	79.02%
EMPLOYEE BENEFITS	87,592.00	7,299.33	8,022.62	8,457.10	9,653.20	6,126.97	5,857.67	5,831.34	6,008.60	5,408.11	55,365.61	\$58,394.67	\$3,029.06	63.21%
UTILITIES:														
ELECTRIC POWER	671,135.00	55,927.92	50,365.81	51,536.10	52,340.83	52,927.05	60,257.29	61,183.69	61,668.74	68,768.86	459,048.37	\$447,423.33	(\$11,625.04)	68.40%
OTHER UTILITIES	59,360.00	4,946.67	3,762.07	11,500.02	4,565.74	3,986.12	7,463.67	400.53	153.13	117.10	31,948.38	\$39,573.33	\$7,624.95	53.82%
CHEMICALS:														
FERRIC CHLORIDE	290,000.00	24,166.67	37,900.32	25,050.79	12,304.97	42,120.95	31,006.44	20,643.01	30,957.85	10,317.42	210,301.75	\$193,333.33	(\$16,968.42)	72.52%
OTHER CHEMICALS	40,500.00	3,375.00	0.00	10,340.00	0.00	0.00	0.00	0.00	0.00	0.00	10,340.00	\$27,000.00	\$16,660.00	25.53%
GENERAL OPERATIONS:														
CONTRACT OPERATIONS	724,384.00	60,365.33	47,035.80	74,919.53	55,393.94	60,135.25	60,135.25	60,135.25	60,135.25	60,135.25	478,025.52	\$482,922.67	\$4,897.15	65.99%
OTHER OPERATING COSTS	46,315.00	3,859.58	4,100.69	3,036.34	2,418.67	2,409.88	3,846.83	2,635.68	3,859.48	1,029.95	23,337.52	\$30,876.67	\$7,539.15	50.39%
SLUDGE HANDLING:														
SLUDGE DISPOSAL	19,000.00	1,583.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,508.28	19,508.28	\$12,666.67	(\$6,841.61)	102.68%
OTHER SLUDGE EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	918.87	0.00	918.87	\$0.00	(\$918.87)	#DIV/0!
PLANT MAINTENANCE:														
PLANT MAINTENANCE/REPAIR	226,750.00	18,895.83	14,833.33	32,698.40	6,315.01	42,056.57	24,355.31	22,797.85	22,403.86	3,786.29	169,246.62	\$151,166.67	(\$18,079.95)	74.64%
LABORATORY:														
LAB OPERATIONS	10,555.00	879.58	3,271.97	3,291.31	2,281.54	6,588.14	2,328.32	4,966.31	3,292.51	2,696.35	28,716.45	\$7,036.67	(\$21,679.78)	272.06%
WPDES-COMPL. MONITORING	17,100.00	1,425.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$11,400.00	\$11,400.00	0.00%
ADMINISTRATIVE/GENERAL:														
INSURANCE/LEGAL	75,000.00	6,250.00	48,962.00	4,353.00	0.00	0.00	0.00	4,353.00	0.00	0.00	57,668.00	\$50,000.00	(\$7,668.00)	76.89%
ANNUAL AUDITING SERVICES	9,635.00	802.92	0.00	0.00	0.00	9,660.00	0.00	0.00	0.00	0.00	9,660.00	\$6,423.33	(\$3,236.67)	100.26%
OFFICE, POSTAGE, PHONE, ETC	12,550.00	1,045.83	574.73	3,618.05	648.85	952.57	515.28	1,608.93	1,939.62	961.02	10,819.05	\$8,366.67	(\$2,452.38)	86.21%
DNR ENVIRONMENTAL FEES	34,600.00	2,883.33	0.00	0.00	0.00	0.00	34,453.16	0.00	0.00	0.00	34,453.16	\$23,066.67	(\$11,386.49)	99.58%
GENERAL ADMIN. EXPENSE	21,508.00	1,792.33	218.15	225.00	2,389.73	25.00	0.00	20.00	11,850.15	12.46	14,740.49	\$14,338.67	(\$401.82)	68.53%
TOTAL O&M EXPENSES	\$2,534,177.00	\$211,181.42	\$238,559.72	\$246,039.99	\$194,185.83	\$243,819.62	\$241,870.57	\$196,711.74	\$215,659.01	\$184,483.34	\$1,761,329.82	\$1,689,451.33	(\$71,878.49)	69.50%
CONTINGENCY APPLIED	\$235,400.00	\$19,616.67	\$27,378.30	\$34,858.57	(\$16,995.59)	\$32,638.20	\$30,689.15	(\$14,469.68)	\$4,477.59	(\$26,698.08)	(\$772,847.18)	\$156,933.33	\$929,780.51	-328.31%

FOX WEST REGIONAL SEWERAGE COMMISSION

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

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Monthly Operational Summary

September, 2024

PLANT OPERATIONS

1. **PLANT PERFORMANCE** – The facility has met all DNR permit limits in September. Increasing the mixed liquor concentration and brining the SNDR #2 digester back online have helped reduce the effluent ammonia concentration. Chad Olsen and I will continue to work with Viola and Kruger to evaluate the performance of the IFAS aeration system.
2. **POWER OUTAGE** – Strong straight-line winds caused an extended interruption to the primary power supply on 8/27/24. The automatic transfer switch transferred power over to the secondary service after the primary feed was lost so we were still able to operate the plant. This transfer required the Fox West staff to re-start all of the pumps and fans located throughout the plant. WE Energies was able to restore power to the primary service after a period of two hours.
3. **POWER BUMPS** – Power bumps occurred on 9/12 and 9/24, both of which caused various pieces of equipment around the plant to fault. The incident on 9/24 blew a fuse in the ATAD control panel which caused all of the equipment associated with the digester to shut down. The fuse was replaced and the equipment was returned to service.
4. **CHEMICAL FEED CHANGE** – We had switched our phosphorous removal chemical from ferric chloride to ferric sulfate in May. Ferric sulfate is \$2,000 less per truck load, but unfortunately we have found that it isn't as effective at removing phosphorus. The cost savings per load were less than what we were spending on the additional chemical that was needed for treatment, so we have switched back to ferric chloride.
5. **FOX CROSSING FD INSPECTION** – During their routine bi-annual inspection, the Fox Crossing Fire Department identified two exit signs that were not properly lit. They also requested that a number of old paint cans be removed from the thickener building electrical room. Fox West staff have replaced both exit signs, and 598 gallons of paint were disposed of (\$824.70) at the Brown County Hazardous Material Recovery Facility. Fox West staff are currently testing each exit sign and emergency light fixture in the plant to ensure they operate properly on battery back-up.
6. **NETWORK PENETRATION TEST** – I had requested that Heartland Business Service provide us with a quote to perform a penetration test of our network to determine if there are any vulnerabilities to cyber-attacks. I have approved the quote (\$3,900.00) and the testing will take place during the first week of December.
7. **ELECTRONIC RECYCLING** – Logistics Recycling was onsite on 9/19/24 to remove a number of old batteries, fluorescent light bulbs, and assorted electrical devices. They also removed the 432 UV lamps that were replaced back in 2022 and 2023.
8. **BOD BLANKS** – A few BOD blanks failed while running the BOD tests in September. Occasional blank failure is not uncommon for laboratories, but it is unusual at Fox West. Clean Water Testing will be sending a technician on 10/2/24 to troubleshoot any possible issues with the reverse osmosis unit which produces the water used for testing in the lab.

9. **GASMAIN INSTALLATION** – WE Energies has informed us that they will be installing new gas main on Butte des Morts Beach Road in October. This work should not interrupt service to the plant. Fox West staff has used flags and paint to mark the Commission owned sanitary sewer interceptor which runs underground in the ditch along the west side of the road.

PRETREATMENT

1. **SEMI ANNUAL REPORT** – The semi-annual report has been completed and sent to the DNR. There were no industry compliance issues in the first half of 2024.
2. **ANNUAL INSPECTIONS** – We are working on scheduling the annual inspections with each of the six permitted industrial users. These inspections typically take place in the fall.

EQUIP OPERATIONS

1. **LABORATORY HVAC** – The lab AC condenser unit was not working on 8/6/24. Johnson Controls found a crack in the coolant line which allowed all of the refrigerant to leak out. The crack was repaired and the unit was filled with coolant and returned to service. Johnson Controls provided a quote to replace the condenser unit (\$13,840.00) which the Commission has approved. The unit has been ordered and it will be installed upon arrival.
2. **THERMAER #1 VACUUM GAUGE** – The vacuum gauge on Thermaer#1 was providing inaccurate readings. Two gauges were ordered (\$4910.13) from Thermal Process Systems. The gauge on #1 was replaced, and the other gauge has been stored on the shelf as a spare. These gauges provide feed-back to the off gas fan, telling it how fast to run. If the off gas fan is not running at the proper speed, then odorous gas will be allowed to escape from the digester system. This odorous air could result in complaints from the properties near the plant.
3. **ATAD FEED PUMP #1** – ATAD feed pump #1 failed to run on 9/11/24. Upon inspection we found that the discharge check valve was plugged with rags and debris. The rag material was removed and the pump was re-started. When the pump was returned to service, we discovered that the high pressure shut-off switch was not working properly. This switch is in place to prevent the pump from running and causing damage when the discharge line is plugged or a downstream valve is closed. We were unable to get the switch for pump #1 to function properly, and the switch for pump #3 appears to be in a similar condition. We have placed an order for 2 new switches (\$3357.75), and Fox West staff will install them when they arrive.
4. **SLUDGE STORAGE MIXER #6** – Mixer #6 failed in June, and the Commission had approved the purchase of a new mixer (\$16,985.30) rather than rebuild the old unit (\$22,897.10). The new mixer was installed by Fox West staff on 9/11/24.