

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 1, 2024

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

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

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

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

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

The Post Crescent
P O Box 59
Appleton, WI 54912

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

PUBLIC NOTICE

Public Notice is hereby given that there will be a **REGULAR MEETING** OF THE FOX WEST REGIONAL SEWERAGE COMMISSION on Wednesday, February 7, 2024 at 4:00 P.M. The Regular Meeting will be held at the McMahon Associates headquarters at 1445 McMahon Drive in Neenah. The meeting will also be held via teleconference.

Respectfully submitted,

FOX WEST REGIONAL S.C.

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

Melissa Starr
Accounting Clerk

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

The meeting will also be held via teleconference.

CALL TO ORDER OF REGULAR MEETING

ROLL CALL

APPROVAL OF AGENDA

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

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

PRESIDENT'S REPORT: ● Discussion/Action

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

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

OLD BUSINESS: ●

NEW BUSINESS: ●

ADJOURNMENT: ●

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REGULAR MEETING MINUTES

January 3, 2024

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

PRESENT:

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

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

APPROVAL OF AGENDA:

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

SECRETARY'S REPORT:

Minutes

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

TREASURER'S REPORT:

Voucher List

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

Bank & Budget Statements

President Youngquist asked if there were any questions regarding the bank and budget statements. Commissioner Ziegler noted the checking account interest rate is very minimal and inquired about moving some of the excess funds from the checking account to the LGIP, CD, and/or one of the other accounts with a better interest rate to earn more interest. Accounting Clerk Starr said she will look into the various options and follow up with the commissioners. After discussion a motion was made by Mike Van Dyke to approve the Bank & Budget Statements; second by Greg Ziegler. *Motion Carried.*

PRESIDENT'S REPORT:

No items to report

MANAGER'S REPORT:

Operational Summary

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

ADJOURNMENT

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

Meeting adjourned at 4:30 pm.

ATTEST

Greg Ziegler, Secretary

Melissa Starr, Accounting Clerk

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

PREAUTHORIZED JANUARY PAYABLES

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

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

**FOX WEST REGIONAL
SEWERAGE COMMISSION -**

MONTHLY PAYABLES

VOUCHER LIST - 02/07/2024

PAGE 2

Amount

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

\$152,814.94

CHECK NO	DATE		Amount
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EQUIPMENT REPLACEMENT

38237	02/07/24	Crane Engineering ATAD Foam Pumps #1, #2, #3 Volute Casing	\$50,610.00
Total Equipment Replacement			\$50,610.00

DEPRECIATION EXPENSE

38238	02/07/24	McMahon Associates WWTP Improvements Design	\$2,970.00
Total Depreciation			\$2,970.00

Preauthorized JANUARY Expenses	\$131,830.48
Monthly Payables	\$152,814.94
Equipment Replacement Expense	\$50,610.00
Depreciation Expense	\$2,970.00
\$338,225.42	

Disbursements Not Approved:

Approved by Commission:

Mark Strobel

Date

FOX WEST REGIONAL SEWERAGE COMMISSION

BANK STATEMENT

CASH RECEIPTS & DISBURSEMENTS FOR THE MONTH OF DECEMBER 2023

CHECKING ACCOUNT

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

COMM FIRST CU SAVINGS ACCOUNT

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

EQUIPMENT REPLACEMENT ACCOUNT

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

FUTURE CAPITAL ACCOUNT

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

BOND REDEMPTION ACCOUNTS

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

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

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

DEPRECIATION ACCOUNTS

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

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

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

SUMMARY

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

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

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

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

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

2023 INTEREST EARNINGS
December 31, 2023

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

ACCOUNT LISTING
11/30/2023

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

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

Budget Through 12/31/2023

INCOME SOURCE	100.00% '23 BUDGET	MONTHLY 1/12 TOTAL	8.33% JAN	16.67% FEB	25.00% MAR	33.33% APR	41.67% MAY	50.00% JUNE	58.33% JULY	66.67% AUG	75.00% SEPT	83.33% OCT	91.67% NOV	100% DEC	YTD TOTAL	BDGT THRU DEC (12/31/23)	(OVER)/UNDER BUDGET	% OF BUDGET
USER CHARGES:																		
OPERATION AND MAINT	\$2,031,919.00	\$169,326.58	\$175,166.66	\$156,003.33	\$238,474.69	\$212,076.37	\$186,170.48	\$160,720.48	\$158,670.68	\$168,206.05	\$152,239.58	\$181,701.62	\$163,267.74	\$159,824.06	\$2,112,521.74	\$2,031,919.00	(\$80,602.74)	103.97%
EQUIPMENT REPLACEMENT	412,052.00	34,337.67	34,337.64	\$34,337.66	\$34,337.74	\$34,337.73	\$34,337.58	\$34,337.66	\$34,337.57	\$34,337.66	34,337.66	34,337.77	34,337.67	34,337.68	412,052.02	\$412,052.00	(\$0.02)	100.00%
BOND REDEMPTION	1,107,925.00	92,327.08	92,327.05	92,327.06	92,327.06	92,327.43	92,326.83	87,444.91	87,444.68	87,444.94	87,444.92	87,445.29	87,444.91	87,444.97	1,073,750.36	\$1,107,925.00	\$34,174.64	96.92%
DEPRECIATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00%
TOTAL BUDGETED INCOME	\$3,551,896.00	\$295,991.33	\$301,831.35	\$282,668.05	\$365,139.80	\$338,741.53	\$312,834.89	\$282,503.05	\$280,452.93	\$289,988.65	\$274,022.16	\$303,484.68	\$285,050.32	\$281,606.71	\$3,598,324.12	\$3,551,896.00	(\$46,428.12)	101.31%
CONTINGENCY FUNDING:																		
INTEREST INCOME	\$37,000.00	\$3,083.33	\$10,404.82	\$7,800.78	\$8,810.77	\$13,123.29	\$12,358.19	\$13,584.82	\$14,872.35	\$16,003.54	\$19,536.98	\$23,305.16	\$22,769.26	\$24,298.86	\$186,868.82	\$37,000.00	(\$149,868.82)	505.05%
WASTEHAULER INCOME	200,000.00	16,666.67	13,595.98	16,365.73	17,656.70	19,118.57	16,509.90	17,359.26	17,167.05	16,509.14	15,008.25	15,419.52	13,949.75	12,972.75	191,632.60	\$200,000.00	\$8,367.40	95.82%
LAB & MISC. INCOME	26,000.00	2,166.67	6,399.41	3,252.00	2,263.00	1,549.00	1,720.00	1,786.00	1,355.00	4,388.80	1,545.00	2,333.00	1,643.00	1,672.00	29,906.21	\$26,000.00	(\$3,906.21)	115.02%
TOTAL CONT FUNDING	\$263,000.00	\$21,916.67	\$30,400.21	\$27,418.51	\$28,730.47	\$33,790.86	\$30,588.09	\$32,730.08	\$33,394.40	\$36,901.48	\$36,090.23	\$41,057.68	\$38,362.01	\$38,943.61	\$408,407.63	\$263,000.00	(\$145,407.63)	155.29%
BUDGETED SURPLUS	\$0.00	\$0.00																
TOTAL BUDGET	\$3,814,896.00	\$317,908.00	\$332,231.56	\$310,086.56	\$393,870.27	\$372,532.39	\$343,422.98	\$315,233.13	\$313,847.33	\$326,890.13	\$310,112.39	\$344,542.36	\$323,412.33	\$320,550.32	\$4,006,731.75	\$3,814,896.00	(\$191,835.75)	105.03%
2023 BUDGETED O&M EXPENSE																		
WAGES & BENEFITS:																		
COMMISSIONERS	\$15,000.00	\$1,250.00	\$1,222.70	\$1,222.70	\$1,222.70	\$1,418.15	\$1,222.70	\$1,222.70	\$1,418.15	\$1,418.15	\$1,418.15	\$1,418.15	\$1,418.15	\$1,418.15	\$16,040.55	\$15,000.00	(\$1,040.55)	106.94%
PLANT PERSONNEL	211,100.00	17,591.67	16,879.05	15,149.80	15,074.80	14,999.80	22,612.21	15,663.24	16,101.70	14,999.82	15,620.53	22,612.21	16,016.26	14,999.80	200,729.22	\$211,100.00	\$10,370.78	95.09%
EMPLOYEE BENEFITS	119,837.00	9,986.42	7,468.60	7,642.91	7,557.50	7,619.30	8,170.96	8,782.10	7,592.80	8,249.26	8,452.17	7,967.13	8,207.94	8,100.62	95,811.29	\$119,837.00	\$24,025.71	79.95%
UTILITIES:																		
ELECTRIC POWER	585,000.00	48,750.00	49,045.30	53,563.96	48,816.06	56,602.71	59,361.32	61,657.26	55,184.17	60,187.46	55,633.82	52,118.38	49,422.24	56,222.48	657,815.16	\$585,000.00	(\$72,815.16)	112.45%
OTHER UTILITIES	65,000.00	5,416.67	7,463.62	7,229.59	7,014.69	5,828.88	8,345.93	875.49	185.35	6,261.39	120.20	166.94	6,204.66	2,674.70	52,371.44	\$65,000.00	\$12,628.56	80.57%
CHEMICALS:																		
FERRIC CHLORIDE	259,000.00	21,583.33	21,922.85	22,310.26	21,745.57	22,348.30	21,674.65	32,039.22	22,466.47	21,875.61	10,908.24	23,100.61	24,700.70	24,895.20	269,987.68	\$259,000.00	(\$10,987.68)	104.24%
OTHER CHEMICALS	35,000.00	2,916.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,680.00	0.00	0.00	20,680.00	\$35,000.00	\$14,320.00	59.09%	
GENERAL OPERATIONS:																		
CONTRACT OPERATIONS	590,942.00	49,245.17	45,350.97	48,720.63	47,035.80	47,035.80	47,035.80	47,035.80	47,035.80	47,035.80	47,035.80	47,035.80	47,035.80	47,035.80	564,429.60	\$590,942.00	\$26,512.40	95.51%
OTHER OPERATING COSTS	40,600.00	3,383.33	2,865.84	3,096.75	2,473.86	2,876.76	7,352.03	2,610.91	4,447.32	2,824.54	2,852.58	2,515.21	4,148.17	2,620.09	40,684.06	\$40,600.00	(\$84.06)	100.21%
SLUDGE HANDLING:																		
SLUDGE DISPOSAL	27,000.00	2,250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,637.50	0.00	0.00	0.00	0.00	18,637.50	\$27,000.00	\$8,362.50	69.03%
OTHER SLUDGE EXPENSES	500.00	41.67	0.00	0.00	0.00	0.00	0.00	0.00	516.58	0.00	0.00	0.00	0.00	516.58	\$500.00	(\$16.58)	103.32%	
PLANT MAINTENANCE:																		
PLANT MAINTENANCE/REPAIR	194,200.00	16,183.33	15,836.69	9,514.91	9,840.38	13,070.26	5,825.71	25,752.35	8,171.99	21,789.57	2,977.48	7,487.45	4,196.05	44,076.50	168,539.34	\$194,200.00	\$25,660.66	86.79%
LABORATORY:																		
LAB OPERATIONS	8,000.00	666.67	1,945.53	3,806.19	2,096.86	2,546.21	1,368.16	2,174.17	1,962.54	2,108.28	968.73	2,103.74	1,865.14	1,887.40	24,832.95	\$8,000.00	(\$16,832.95)	310.41%
WPDES-COMPL MONITORING	12,500.00	1,041.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$12,500.00	\$12,500.00	\$0.00	0.00%
ADMINISTRATIVE/GENERAL:																		
INSURANCE/LEGAL	69,740.00	5,811.67	51,298.00	0.00	5,259.00	0.00	29.00	5,259.00	0.00	0.00	5,727.60	0.00	0.00	4,353.00	71,925.60	\$69,740.00	(\$2,185.60)	103.13%
ANNUAL AUDITING SERVICES	9,000.00	750.00	0.00	0.00	9,425.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,425.00	\$9,000.00	(\$425.00)	104.72%
OFFICE, POSTAGE, PHONE, ETC	12,000.00	1,000.00	853.88	1,466.54	2,004.21	578.12	2,308.27	1,771.12	1,666.03	912.48	591.97	913.75	1,003.13	693.48	14,762.98	\$12,000.00	(\$2,762.98)	123.02%
DNR ENVIRONMENTAL FEES	35,000.00	2,916.67	0.00	0.00	0.00	0.00	34,373.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	34,373.35	\$35,000.00	\$626.65	98.21%
GENERAL ADMIN. EXPENSE	5,500.00	458.33	27.75	0.00	2,350.00	25.00	55.50	40.33	27.75	20.00	0.00	960.98	0.00	10.00	3,517.31	\$5,500.00	\$1,982.69	63.95%
TOTAL O&M EXPENSES	\$2,294,919.00	\$191,243.25	\$222,180.78	\$173,724.24	\$181,916.43	\$174,949.29	\$219,735.59	\$204,883.69	\$166,776.65	\$206,319.86	\$172,987.27	\$168,400.35	\$164,218.24	\$208,987.22	\$2,265,079.61	\$2,294,919.00	\$29,839.39	98.70%
CONTINGENCY APPLIED	\$235,400.00	\$19,616.67	\$30,937.53	(\$17,519.01)	(\$9,326.82)	(\$16,293.96)	\$28,492.34	\$13,640.44	(\$24,466.60)	\$15,076.61	(\$18,255.98)	(\$22,842.90)	(\$27,025.01)	\$17,743.97	(\$29,839.39)	\$235,400.00	\$265,239.39	-12.68%

FOX WEST REGIONAL SEWERAGE COMMISSION

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

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Monthly Operational Summary

January, 2024

PLANT OPERATIONS

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

PRETREATMENT

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

EQUIP OPERATIONS

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

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