

**TOWN OF GREENVILLE  
SANITARY DISTRICT #1  
REGULAR MEETING AGENDA**

DATE: Monday, November 13, 2017

TIME: Immediately Following Town Board Regular Meeting

LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

**Agenda**

**1. CALL TO ORDER**

**2. POSTING OF AGENDA/APPROVAL OF AGENDA**

**3. PUBLIC COMMENT FORUM**

*Members of the public are welcome to address the Sanitary District/Storm Water Utility. Individuals wishing to speak on an item (whether on the agenda or not) must sign in prior to the start of the meeting and may speak during the Public Comment Forum segment of the meeting. This segment is placed early in the agenda so the public may make their comments prior to any discussion or action by the Town Board. Individual comments are limited to no more than three minutes each. The Public Input section is limited to a total of 15 minutes.*

*The Town Board may suspend this rule if deemed necessary. Once the public input segment ends there will be no additional discussion from the audience. Note regarding non-agenda Town related matters: Pursuant to WI Statutes 19.83(2) and 19.84(2), the public may present matters; however, they cannot be discussed or acted upon until specific notice of the subject matter of the proposed action can be given.*

**4. CONSENT AGENDA**

*(Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda.)*

- a. Approval of Regular Sanitary District #1 Meeting Minutes, October 9, 2017.
- b. Approval of November 2017 Sanitary District #1 Vouchers.
- c. Routine Reports.
  - i. Water Superintendent
  - ii. Fox West Regional Sewerage Commission Minutes.

**5. ITEMS REMOVED FROM CONSENT AGENDA(as necessary)**

**6. NEW BUSINESS**

- a. Review and possible approval to award the State Highway 15 Sanitary & Water Main Reconstruction Project to Robert J. Immel Exc. in an amount not to exceed \$211,206.80.

**7. ADJOURNMENT**

Wendy Helgeson, Town Clerk

Dated/Posted: November 10, 2017

**TOWN OF GREENVILLE  
SANITARY DISTRICT #1  
REGULAR MEETING MINUTES**

DATE: Monday, October 9, 2017

TIME: Immediately Following Town Board Regular Meeting

LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

**Agenda**

1. CALL TO ORDER

The meeting was called to order at 7:02 pm.

PRESENT: Jack Anderson, Dean Culbertson, Andy Peters, Mike Woods

EXCUSED: Mark Strobel

2. POSTING OF AGENDA/APPROVAL OF AGENDA

Motion by Dean Culbertson, second by Andy Peters to approve the agenda. Motion carried 4-0.

3. PUBLIC COMMENT FORUM

Motion by Jack Anderson, second by Dean Culbertson to close public comment forum. Motion carried 4-0.

4. CONSENT AGENDA

*(Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda.)*

- a. Approval of Regular Sanitary District #1 Meeting Minutes, September 11, 2017.
- b. Approval of October 2017 Sanitary District #1 Vouchers.

Motion by Jack Anderson, second by Dean Culbertson to approve the consent agenda. Motion carried 4-0.

5. ITEMS REMOVED FROM CONSENT AGENDA (as necessary)

6. SUPERINTENDENT REPORTS

- a. Fox West Regional Sewerage Commission Minutes.

7. NEW BUSINESS

- a. Consider Rescinding Prior Action on a Resolution to Amend the Town of Greenville Sanitary District #1 boundaries to include Sec. 35, T22N, R16E CSM 3510 Lot 3 Less HY (PLATTED OUT OF PRT W1/2 SW SEC35-22-16) 3.75AC M/L, N2514/N2518 State Road 76, Town of Ellington. Parcel number 080-089305.

John Griesbach – 1901 N. Racine Street, Appleton, would like to be accepted into the sewer and water district to allow their business to test equipment as necessary. Their request to be accepted was previously approved in 2012, but did not act at the time; they had a possible tenant that did not work out so no hook up was ever made. Town Administrator Joel Gregozeski added that the previous approval had conditions such as DNR and Public Service Commission approval.

Motion by Jack Anderson, second by Mike Woods to rescind prior action. Motion failed 2-2/Peters, Culbertson.

- b. Discussion and Possible Action: Replace flooring at Well #2.

Motion by Jack Anderson, second by Andy Peters to approve quote to replace the flooring at Well #2. Motion carried 4-0.

- c. Discussion and Possible Action: Repair water valves on CTH CB near the airport.  
Motion by Jack Anderson, second by Dean Culbertson to approve the water valve repairs. Motion carried 4-0.
  - d. Discussion and Possible Action: Replace a copper water service to Parcel # 110126200 on Spencer Street.  
Motion by Dean Culbertson, second by Andy Peters to approve the replacement of a copper water service to the parcel on Spencer Street. Motion carried 4-0.
8. ADJOURNMENT  
Motion by Jack Anderson, second by Andy Peters to adjourn. Motion carried 4-0.  
Meeting adjourned at 7:25p.m.

Wendy Helgeson, Town Clerk

TOWN OF GREENVILLE

Payment Approval Report - Sanitary District unpaid invoices  
Report dates: 10/10/2017-11/13/2017Page: 1  
Nov 09, 2017 04:05PM

Vendor	Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount
<b>Aramark Uniform Services</b>						
141	Aramark Uniform Services	610-6410-340 OPERATION SUPPLIES	1677715285	rugs/uniforms	10/03/2017	7.37
141	Aramark Uniform Services	610-6410-340 OPERATION SUPPLIES	1677719737	rugs/uniforms	10/10/2017	7.37
141	Aramark Uniform Services	610-6410-340 OPERATION SUPPLIES	1677724272	rugs/uniforms	10/17/2017	7.37
141	Aramark Uniform Services	610-6410-340 OPERATION SUPPLIES	1677728749	rugs/uniforms	10/24/2017	7.37
141	Aramark Uniform Services	610-6410-340 OPERATION SUPPLIES	1677733250	rugs/uniforms	10/31/2017	7.37
Total Aramark Uniform Services:						36.85
<b>AT &amp; T U-verse</b>						
4593	AT & T U-verse	610-9210-221 TELEPHONE	INTERNET OC	wtr dept acct 140987787	10/16/2017	79.99
Total AT & T U-verse:						79.99
<b>B &amp; M Technical Services</b>						
4484	B & M Technical Services	620-8320-240 MAINTENANCE COLL. S	5890	calibrate waste water stn	10/25/2017	416.50
Total B & M Technical Services:						416.50
<b>Bassett Mechanical</b>						
155	Bassett Mechanical	610-6410-340 OPERATION SUPPLIES	6030839C	maintenance contract	11/02/2017	246.30
155	Bassett Mechanical	620-8270-340 OPERATING SUPPLIES	6030839C	maintenance contract	11/02/2017	246.30
Total Bassett Mechanical:						492.60
<b>BFS - Depere</b>						
763	BFS - Depere	620-39500 CONSTRUCTION IN PROG	271670	Town hall offices	10/02/2017	861.46
Total BFS - Depere:						861.46
<b>Bill Francis</b>						
169	Bill Francis	610-4611-000 METERED SALES RESI	ACCT#918.00	refund credit balance	10/10/2017	25.54
Total Bill Francis:						25.54
<b>BMO Harris Bank N.A. - Payments</b>						
5203	BMO Harris Bank N.A. - Payment	610-6000-340 SUPPLIES	TOWN STMT S	acct# 5112 7700 0002 3400	09/30/2017	102.87
5203	BMO Harris Bank N.A. - Payment	610-6410-320 SEMINARS AND TRAINI	GSD STMT SE	acct# 5112 7700 0013 9065	10/04/2017	75.00
5203	BMO Harris Bank N.A. - Payment	610-6410-320 SEMINARS AND TRAINI	TOWN STMT S	acct# 5112 7700 0002 3400	09/30/2017	3.99
5203	BMO Harris Bank N.A. - Payment	610-9210-311 COMPUTERS	GSD STMT SE	acct# 5112 7700 0013 9065	10/04/2017	7.87
5203	BMO Harris Bank N.A. - Payment	610-9210-311 COMPUTERS	TOWN STMT S	acct# 5112 7700 0002 3400	09/30/2017	62.42
5203	BMO Harris Bank N.A. - Payment	620-8270-320 TRAINING AND SEMINA	GSD STMT SE	acct# 5112 7700 0013 9065	10/04/2017	75.00
5203	BMO Harris Bank N.A. - Payment	620-8510-311 COMPUTERS	GSD STMT SE	acct# 5112 7700 0013 9065	10/04/2017	7.87
5203	BMO Harris Bank N.A. - Payment	620-8510-311 COMPUTERS	TOWN STMT S	acct# 5112 7700 0002 3400	09/30/2017	62.42
Total BMO Harris Bank N.A. - Payments:						397.44
<b>CBS Squared Inc</b>						
5127	CBS Squared Inc	610-39500 CONSTRUCTION WK. IN P	3715	well 5 site reports	10/10/2017	3,051.00
Total CBS Squared Inc:						3,051.00
<b>Cenex Fleetcard</b>						
229	Cenex Fleetcard	610-9330-380 TRANSPORTATION EXP	145919	acct# 376676	10/23/2017	434.98
229	Cenex Fleetcard	620-8570-380 TRANSPORTATION EXP	145919	acct# 376676	10/23/2017	434.99

Vendor	Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total Cenex Fleetcard:						869.97
<b>Clean Water Testing</b>						
246	Clean Water Testing	610-6000-290	CONTRACTED SERVIC	0136213-IN	coliform/e-coli bacti testing well 2	10/25/2017 19.60
246	Clean Water Testing	610-6000-290	CONTRACTED SERVIC	0136233-IN	coliform/e-coli bacti testing	10/25/2017 39.20
246	Clean Water Testing	610-6410-341	OPERATING EXP CRES	0134664-IN	coliform/e-coli bacti testing crestvi	09/21/2017 19.60
246	Clean Water Testing	610-6410-341	OPERATING EXP CRES	0135313-IN	coliform/e-coli bacti testing crestvi	10/05/2017 19.60
246	Clean Water Testing	610-6410-341	OPERATING EXP CRES	0135838-IN	coliform/e-coli bacti testing crestvi	10/17/2017 19.60
246	Clean Water Testing	610-6410-341	OPERATING EXP CRES	0136180-IN	coliform/e-coli bacti testing crestvi	10/24/2017 19.60
Total Clean Water Testing:						137.20
<b>Complete Office</b>						
204	Complete Office	610-9210-310	OFFICE SUPPLIES AND	160829	office supplies	10/03/2017 24.42
204	Complete Office	610-9210-310	OFFICE SUPPLIES AND	160888	office supplies	10/03/2017 2.47
204	Complete Office	610-9210-310	OFFICE SUPPLIES AND	167031	office supplies	10/11/2017 17.06
204	Complete Office	610-9210-310	OFFICE SUPPLIES AND	169225	office supplies	10/13/2017 20.71
204	Complete Office	610-9210-310	OFFICE SUPPLIES AND	170109	office supplies	10/16/2017 3.48
204	Complete Office	610-9210-310	OFFICE SUPPLIES AND	172118	office supplies	10/18/2017 10.51
204	Complete Office	610-9210-310	OFFICE SUPPLIES AND	174247	office supplies	10/20/2017 33.37
204	Complete Office	610-9210-310	OFFICE SUPPLIES AND	175096	office supplies	10/23/2017 16.00
204	Complete Office	610-9210-310	OFFICE SUPPLIES AND	178237	office supplies	10/26/2017 7.49
204	Complete Office	620-8510-310	OFFICE SUPPLIES AND	160829	office supplies	10/03/2017 24.42
204	Complete Office	620-8510-310	OFFICE SUPPLIES AND	160888	office supplies	10/03/2017 2.47
204	Complete Office	620-8510-310	OFFICE SUPPLIES AND	167031	office supplies	10/11/2017 17.06
204	Complete Office	620-8510-310	OFFICE SUPPLIES AND	169225	office supplies	10/13/2017 20.71
204	Complete Office	620-8510-310	OFFICE SUPPLIES AND	170109	office supplies	10/16/2017 3.48
204	Complete Office	620-8510-310	OFFICE SUPPLIES AND	172118	office supplies	10/18/2017 10.51
204	Complete Office	620-8510-310	OFFICE SUPPLIES AND	174247	office supplies	10/20/2017 33.37
204	Complete Office	620-8510-310	OFFICE SUPPLIES AND	175096	office supplies	10/23/2017 16.00
204	Complete Office	620-8510-310	OFFICE SUPPLIES AND	178237	office supplies	10/26/2017 7.49
Total Complete Office:						271.02
<b>Craig Garton</b>						
5614	Craig Garton	610-4611-000	METERED SALES RESI	REFUND ACC	refund overpymt on final	09/29/2017 6.09
Total Craig Garton:						6.09
<b>Cummins NPower LLC</b>						
264	Cummins NPower LLC	620-8320-240	MAINTENANCE COLL. S	802-89748	lift stn #2	10/31/2017 1,976.60
Total Cummins NPower LLC:						1,976.60
<b>Curt Loeffler</b>						
265	Curt Loeffler	610-6000-340	SUPPLIES	PETTY CASH	reimb petty cash	10/25/2017 33.41
265	Curt Loeffler	610-9210-312	POSTAGE	PETTY CASH	reimb petty cash	10/25/2017 148.50
Total Curt Loeffler:						181.91
<b>Dan Klansky</b>						
4528	Dan Klansky	610-9260-136	DENTAL/EYE/LIFE INS	REIMB VISION	reimb vision exp	10/11/2017 150.00
4528	Dan Klansky	620-8540-136	DENTAL/EYE/LIFE INS	REIMB VISION	reimb vision exp	10/11/2017 150.00
Total Dan Klansky:						300.00

Vendor	Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount
<b>Davel Engineering &amp; Environmental Inc</b>						
4791	Davel Engineering & Environment	610-39500 CONSTRUCTION WK. IN P	317236	well#5 wetland delineation	10/31/2017	1,000.00
Total Davel Engineering & Environmental Inc:						1,000.00
<b>Dennis Van Rossum Masonry</b>						
4580	Dennis Van Rossum Masonry	620-39500 CONSTRUCTION IN PROG	TOWN HALL	town hall bldg window	10/24/2017	495.00
Total Dennis Van Rossum Masonry:						495.00
<b>Ehlers Investment Partners LLC</b>						
2013	Ehlers Investment Partners LLC	610-9230-290 OTHER	STMT OCT201	management fees	10/31/2017	102.25
2013	Ehlers Investment Partners LLC	610-9230-290 OTHER	STMT SEP201	management fees	09/30/2017	98.87
2013	Ehlers Investment Partners LLC	620-8520-290 OTHER	STMT OCT201	management fees	10/31/2017	102.25
2013	Ehlers Investment Partners LLC	620-8520-290 OTHER	STMT SEP201	management fees	09/30/2017	98.87
Total Ehlers Investment Partners LLC:						402.24
<b>Ferguson Waterworks #1476</b>						
2015	Ferguson Waterworks #1476	610-6520-340 SUPPLIES	0232939	valve box parts for repairs	09/28/2017	1,197.00
2015	Ferguson Waterworks #1476	620-8270-340 OPERATING SUPPLIES	0235112	sealant -sewer repairs	10/17/2017	176.00
Total Ferguson Waterworks #1476:						1,373.00
<b>First Supply</b>						
355	First Supply	610-6000-340 SUPPLIES	10813638-00	toilet well 2	10/16/2017	163.29
Total First Supply:						163.29
<b>General Code</b>						
387	General Code	610-9300-390 MISCELLANEOUS EXPE	PG000013208	code supplement	10/05/2017	73.70
387	General Code	620-8560-390 MISCELLANEOUS EXPE	PG000013208	code supplement	10/05/2017	73.70
Total General Code:						147.40
<b>Grainger</b>						
2017	Grainger	610-6000-340 SUPPLIES	9605204537	solenoid well 4	11/03/2017	308.25
Total Grainger:						308.25
<b>Grand Chute Menasha West</b>						
2018	Grand Chute Menasha West	620-8275-295 SEWAGE TREATMENT	4070	billing for Sep2017	09/30/2017	40,409.97
2018	Grand Chute Menasha West	620-8275-295 SEWAGE TREATMENT	4081	billing for Oct2017	10/31/2017	43,125.33
Total Grand Chute Menasha West:						83,535.30
<b>Greenville Sanitary District</b>						
2021	Greenville Sanitary District	610-6410-340 OPERATION SUPPLIES	105200 OCT20	town hall	10/10/2017	9.31
2021	Greenville Sanitary District	610-6410-340 OPERATION SUPPLIES	181300 OCT20	public works	10/10/2017	11.46
2021	Greenville Sanitary District	610-6410-340 OPERATION SUPPLIES	249400 OCT20	pump hs#2	10/10/2017	25.54
2021	Greenville Sanitary District	610-6410-340 OPERATION SUPPLIES	400 OCT2017	pump hs#4	10/10/2017	56.47
2021	Greenville Sanitary District	610-6410-340 OPERATION SUPPLIES	81000 OCT201	pump hs#3	10/10/2017	25.54
2021	Greenville Sanitary District	620-8270-340 OPERATING SUPPLIES	105200 OCT20	town hall	10/10/2017	9.31
2021	Greenville Sanitary District	620-8270-340 OPERATING SUPPLIES	181300 OCT20	public works	10/10/2017	11.46
2021	Greenville Sanitary District	620-8270-340 OPERATING SUPPLIES	9400 OCT2017	lift stn#1	10/10/2017	25.54

Vendor	Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total Greenville Sanitary District:						174.63
<b>Hach Company</b>						
4069	Hach Company	610-6310-345 CHEMICALS	10643906	chemical reagents	09/21/2017	270.21
Total Hach Company:						270.21
<b>Hawkins Inc</b>						
2022	Hawkins Inc	610-6310-345 CHEMICALS	4164178 RI	chemicals	10/09/2017	1,348.37
2022	Hawkins Inc	610-6310-345 CHEMICALS	4170686 RI	vrc kit,diaphram,vertex css-10	10/20/2017	27.53
2022	Hawkins Inc	610-6310-345 CHEMICALS	4171398 RI	vertex css-10	10/23/2017	27.53
2022	Hawkins Inc	610-6410-340 OPERATION SUPPLIES	4160751 RI	chlorine cylinder	09/29/2017	20.00
2022	Hawkins Inc	610-6410-340 OPERATION SUPPLIES	4170686 RI	vrc kit,diaphram,vertex css-10	10/20/2017	281.26
2022	Hawkins Inc	610-6410-340 OPERATION SUPPLIES	4174304 RI	chlorine cylinder	10/27/2017	20.00
2022	Hawkins Inc	620-8270-345 CHEMICALS	4164178 RI	chemicals	10/09/2017	702.54
Total Hawkins Inc:						2,427.23
<b>Hoffman Plastering LLC</b>						
5462	Hoffman Plastering LLC	620-39500 CONSTRUCTION IN PROG	10-16-2017	new window Town Hall	10/16/2017	350.00
Total Hoffman Plastering LLC:						350.00
<b>HydroCorp</b>						
2023	HydroCorp	610-9230-290 OTHER	0044745-IN	cross connection control program	10/26/2017	321.00
Total HydroCorp:						321.00
<b>Industrial Nameplate Inc.</b>						
442	Industrial Nameplate Inc.	610-9260-133 CLOTHING ALLOW	106581	clothing order	10/19/2017	182.46
442	Industrial Nameplate Inc.	620-8540-133 CLOTHING ALLOW	106581	clothing order	10/19/2017	182.47
Total Industrial Nameplate Inc.:						364.93
<b>James Slaets</b>						
5613	James Slaets	610-4611-000 METERED SALES RESI	REFUND ACC	refund overpymt on final	10/10/2017	47.91
Total James Slaets:						47.91
<b>Jeff Wege</b>						
4711	Jeff Wege	610-9260-136 DENTAL/EYE/LIFE INS	REIMB DENTA	reimb dental exp	09/18/2017	52.70
4711	Jeff Wege	620-8270-320 TRAINING AND SEMINA	REIMB CDL LI	reimb cdl license fee -DMV	10/13/2017	51.87
4711	Jeff Wege	620-8270-320 TRAINING AND SEMINA	REIMB CDL TE	CDL test fee -Swinkles#27733	10/03/2017	100.00
4711	Jeff Wege	620-8540-136 DENTAL/EYE/LIFE INS	REIMB DENTA	reimb dental exp	09/18/2017	52.70
Total Jeff Wege:						257.27
<b>JG Building Inc</b>						
5615	JG Building Inc	620-39500 CONSTRUCTION IN PROG	118	window trim town hall	10/23/2017	150.00
Total JG Building Inc:						150.00
<b>Julie Shattuck</b>						
5619	Julie Shattuck	610-4611-000 METERED SALES RESI	2072.04 REFU	refund overpymt on final	10/31/2017	31.63

Vendor	Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total Julie Shattuck:						31.63
<b>Katrina Bohman</b>						
5131	Katrina Bohman	610-6410-320 SEMINARS AND TRAINI	EXP RPT MILE	reimb mileage for mtg at County	11/08/2017	4.81
5131	Katrina Bohman	610-9260-136 DENTAL/EYE/LIFE INS	REIMB DENTA	reimb dental exp	10/18/2017	366.50
5131	Katrina Bohman	620-8270-320 TRAINING AND SEMINA	EXP RPT MILE	reimb mileage for mtg at County	11/08/2017	4.82
5131	Katrina Bohman	620-8540-136 DENTAL/EYE/LIFE INS	REIMB DENTA	reimb dental exp	10/18/2017	366.50
Total Katrina Bohman:						742.63
<b>Kurt's Services</b>						
5612	Kurt's Services	610-6510-290 CONTRACTED SERVIC	2017197	Greenwood Rd patch	10/10/2017	2,014.65
5612	Kurt's Services	610-6520-290 CONTRACTED SERVIC	2017196	Airport water tower black top	10/10/2017	4,997.60
Total Kurt's Services:						7,012.25
<b>Martelle Water Treatment</b>						
5311	Martelle Water Treatment	620-8270-345 CHEMICALS	16232	totalox odor eliminator	10/10/2017	1,428.00
Total Martelle Water Treatment:						1,428.00
<b>Mc Mahon Associates, Inc.</b>						
636	Mc Mahon Associates, Inc.	610-9230-210 ENGINEERING	0907971	Crestview	10/26/2017	14.60
636	Mc Mahon Associates, Inc.	610-9230-210 ENGINEERING	0907973	DNR enforcement Lin Property	10/26/2017	5,142.98
636	Mc Mahon Associates, Inc.	620-8520-210 ENGINEERING	0907971	Crestview	10/26/2017	14.60
636	Mc Mahon Associates, Inc.	620-8520-210 ENGINEERING	0907973	DNR enforcement Lin Property	10/26/2017	5,142.97
Total Mc Mahon Associates, Inc.:						10,315.15
<b>Menards</b>						
643	Menards	610-6000-340 SUPPLIES	62844	water supplies	10/10/2017	30.89
643	Menards	610-6000-340 SUPPLIES	63284	toilet - well 2 bathroom	10/16/2017	139.99
643	Menards	610-6000-340 SUPPLIES	63308	water supplies	10/16/2017	3.99
643	Menards	610-6000-340 SUPPLIES	63801	water supplies	10/23/2017	37.66
643	Menards	610-6000-340 SUPPLIES	63872	water supplies	10/24/2017	29.41
643	Menards	610-6000-340 SUPPLIES	64269	water supplies	10/30/2017	7.34
643	Menards	610-6000-340 SUPPLIES	64343	water supplies	10/31/2017	24.54
643	Menards	610-6000-340 SUPPLIES	64560	water supplies	11/03/2017	44.89
643	Menards	620-39500 CONSTRUCTION IN PROG	63004	window town hall	10/12/2017	24.91
643	Menards	620-39500 CONSTRUCTION IN PROG	63024	window town hall	10/12/2017	16.76
643	Menards	620-39500 CONSTRUCTION IN PROG	63279	window town hall	10/16/2017	131.24
643	Menards	620-39500 CONSTRUCTION IN PROG	63369	window town hall	10/17/2017	19.18
643	Menards	620-39500 CONSTRUCTION IN PROG	63377	window town hall	10/17/2017	11.70
643	Menards	620-8270-340 OPERATING SUPPLIES	64081	lift strn 2 supplies	10/27/2017	18.04
Total Menards:						540.54
<b>Midland Paper</b>						
655	Midland Paper	610-6410-340 OPERATION SUPPLIES	IN00724101	paper supplies	10/23/2017	240.50
655	Midland Paper	620-8270-340 OPERATING SUPPLIES	IN00724101	paper supplies	10/23/2017	240.50
Total Midland Paper:						481.00
<b>Minnesota Life Insurance Co</b>						
663	Minnesota Life Insurance Co	610-9260-136 DENTAL/EYE/LIFE INS	GRP LIFE INS	policy # 002832L	11/01/2017	34.78
663	Minnesota Life Insurance Co	610-9260-136 DENTAL/EYE/LIFE INS	LIFE INS NOV	policy # 002832L	10/01/2017	34.78



Vendor	Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount
663	Minnesota Life Insurance Co	620-8540-136 DENTAL/EYE/LIFE INS	GRP LIFE INS	policy # 002832L	11/01/2017	34.78
663	Minnesota Life Insurance Co	620-8540-136 DENTAL/EYE/LIFE INS	LIFE INS NOV	policy # 002832L	10/01/2017	34.78
Total Minnesota Life Insurance Co:						139.12
<b>Northern Lake Service Inc</b>						
4465	Northern Lake Service Inc	610-6000-290 CONTRACTED SERVIC	322741	required drinking wtr samples	10/09/2017	1,679.00
4465	Northern Lake Service Inc	610-6000-290 CONTRACTED SERVIC	324428	lead&copper,turbidity dw samples	10/27/2017	100.00
Total Northern Lake Service Inc:						1,779.00
<b>Postmaster</b>						
758	Postmaster	610-9210-312 POSTAGE	STAMPS OCT	stamps (800 @ .49)	10/26/2017	98.00
758	Postmaster	620-8510-312 POSTAGE	STAMPS OCT	stamps (800 @ .49)	10/26/2017	98.00
Total Postmaster:						196.00
<b>Precast Solutions LLC</b>						
4770	Precast Solutions LLC	620-8310-240 MAINTENANCE TO COL	1142	adj rings	10/20/2017	341.92
Total Precast Solutions LLC:						341.92
<b>Premier Real Estate Mgmt LLC</b>						
4798	Premier Real Estate Mgmt LLC	610-4611-000 METERED SALES RESI	1752.08 REFU	re: Megan Young N1241 Tech #9	10/31/2017	417.54
4798	Premier Real Estate Mgmt LLC	610-4611-000 METERED SALES RESI	3499.00 REFU	re:Tom Zarther W6362 MoonShad	10/31/2017	146.92
4798	Premier Real Estate Mgmt LLC	610-4611-000 METERED SALES RESI	3500.00 REFU	re:Nicole West W6362 MoonShad	10/31/2017	272.90
Total Premier Real Estate Mgmt LLC:						837.36
<b>Proclean Janitorial Services,</b>						
764	Proclean Janitorial Services,	610-9210-310 OFFICE SUPPLIES AND	STMT OCT 20	Cleaning for Oct 2017	10/20/2017	413.43
764	Proclean Janitorial Services,	620-8510-310 OFFICE SUPPLIES AND	STMT OCT 20	Cleaning for Oct 2017	10/20/2017	413.43
Total Proclean Janitorial Services,:						826.86
<b>Public Service Commission of Wisconsin</b>						
4204	Public Service Commission of Wis	610-9260-290 REGULATORY COMMIS	1709-I-02375	utility id: 2375 PSC direct assess	10/16/2017	777.44
Total Public Service Commission of Wisconsin:						777.44
<b>Robert J. Immel Exc.,Inc.</b>						
821	Robert J. Immel Exc.,Inc.	610-6510-340 SUPPLIES	16311	crusher run picked up	10/17/2017	135.00
Total Robert J. Immel Exc.,Inc.:						135.00
<b>Silton, Seifert, Carlson S.C.</b>						
921	Silton, Seifert, Carlson S.C.	620-8520-211 LEGAL	STMT # 227	municipal acct 24368-600M	10/01/2017	3,150.00
Total Silton, Seifert, Carlson S.C.:						3,150.00
<b>State Laboratory of Hygiene</b>						
2041	State Laboratory of Hygiene	610-6000-290 CONTRACTED SERVIC	524322-1	fluoride testing	10/17/2017	25.00
Total State Laboratory of Hygiene:						25.00
<b>Steve Van Dyn Hoven</b>						
4203	Steve Van Dyn Hoven	610-9260-136 DENTAL/EYE/LIFE INS	DENTAL REIM	reimb dental exp	10/26/2017	358.00

Vendor	Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount
4203	Steve Van Dyn Hoven	620-8540-136 DENTAL/EYE/LIFE INS	DENTAL REIM	reimb dental exp	10/26/2017	358.00
Total Steve Van Dyn Hoven:						716.00
<b>Superior Chemical</b>						
973	Superior Chemical	610-9230-290 OTHER	174718	Hall Supplies	10/18/2017	42.00
973	Superior Chemical	620-8560-390 MISCELLANEOUS EXPE	174718	Hall Supplies	10/18/2017	42.00
Total Superior Chemical:						84.00
<b>Tammy Kozak</b>						
5620	Tammy Kozak	610-4611-000 METERED SALES RESI	2776.02 REFU	refund overpymt on final	10/31/2017	91.57
Total Tammy Kozak:						91.57
<b>Time Warner Cable</b>						
1021	Time Warner Cable	610-9210-221 TELEPHONE	603810901102	10404-603810901	10/20/2017	86.41
1021	Time Warner Cable	610-9210-221 TELEPHONE	708075801101	10404-708075801	10/17/2017	58.05
1021	Time Warner Cable	610-9210-221 TELEPHONE	708130301101	10404-708130301	10/17/2017	17.42
1021	Time Warner Cable	620-8510-221 TELEPHONE	603810901102	10404-603810901	10/20/2017	86.41
1021	Time Warner Cable	620-8510-221 TELEPHONE	708075801101	10404-708075801	10/17/2017	58.05
1021	Time Warner Cable	620-8510-221 TELEPHONE	708130301101	10404-708130301	10/17/2017	17.42
Total Time Warner Cable:						323.76
<b>UNITEL</b>						
1089	UNITEL	610-9210-221 TELEPHONE	43140	2 addt new phones	10/18/2017	166.33
1089	UNITEL	620-8510-221 TELEPHONE	43140	2 addt new phones	10/18/2017	166.33
Total UNITEL:						332.66
<b>Verizon Wireless</b>						
1108	Verizon Wireless	610-9210-221 TELEPHONE	9793713297	acct#685970983-00001	10/01/2017	120.03
1108	Verizon Wireless	610-9210-221 TELEPHONE	9793713297	acct#685970983-00001	10/01/2017	119.19
1108	Verizon Wireless	610-9210-221 TELEPHONE	9795483986	acct#685970983-00001	11/01/2017	120.03
1108	Verizon Wireless	610-9210-221 TELEPHONE	9795483986	acct#685970983-00001	11/01/2017	130.99
1108	Verizon Wireless	620-8510-221 TELEPHONE	9793713297	acct#685970983-00001	10/01/2017	119.19
1108	Verizon Wireless	620-8510-221 TELEPHONE	9795483986	acct#685970983-00001	11/01/2017	130.99
Total Verizon Wireless:						740.42
<b>WE Energies</b>						
1135	WE Energies	610-6220-380 FUEL & POWER PURCH	1207808303 O	wtr twr clover ln #1207-808-303	10/20/2017	71.52
1135	WE Energies	610-6220-380 FUEL & POWER PURCH	GRP WTR OC	grp bill # 0000-409-512	10/10/2017	4,678.36
1135	WE Energies	610-6220-380 FUEL & POWER PURCH	ST LTG OCT20	grp bill # 3871-142-632	10/06/2017	93.24
1135	WE Energies	610-6410-341 OPERATING EXP CRES	0212472565 O	comm well&pump hs 0212-472-56	10/16/2017	219.95
1135	WE Energies	610-6410-341 OPERATING EXP CRES	3611584183 O	dose tank 3611-584-183	10/16/2017	27.02
1135	WE Energies	610-6410-341 OPERATING EXP CRES	4098005768 O	N1094 Manley 4098-005-768	10/17/2017	11.28
1135	WE Energies	620-8210-380 POWER AND FUEL	GRP SWR OC	grp bill # 0000-409-889	10/13/2017	2,321.09
1135	WE Energies	620-8210-380 POWER AND FUEL	ST LTG OCT20	grp bill # 3871-142-632	10/06/2017	93.24
1135	WE Energies	620-8270-341 OPERATING EXP CRES	8608745275 O	wstwtr tanks 8608-745-275	10/16/2017	107.83
1135	WE Energies	620-8270-341 OPERATING EXP CRES	9007479655 O	lift stn 9007-479-655	10/16/2017	48.26
Total WE Energies:						7,671.79
Grand Totals:						139,610.93

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Vendor	Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount
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# Town of Greenville

W6860 Parkview Drive • P.O. Box 60 • Greenville, WI 54942

Phone: 920-757-5151 • Fax: 920-757-0543

www.townofgreenville.com

**To: Town Board/Utilities Board**  
**From: Dan Klansky Sanitary District Superintendent**  
**Date: November 13th, 2017**  
**Re: Monthly Report – October 2017**

## Water Plant and Distribution

The State Highway 15 Sanitary sewer and water main reconstruction project has been bid out. We received four very competitive bids with the low bidder being Immel excavating at \$211,206.80. I had estimated the project cost at \$220,000 and budgeted for this 2018 project.

We completed all of the paving for the Well 2 project and we also completed paving repairs for Parkview watermain extension.

Holly has sent out approximately 250 letters for delinquent water payments to the residence with overdue utility bills. We now have to wait for the residents to bring them in and start paying or they will be transferred to the tax roll.

Holly has also sent out certified letters to 8 homeowners that are still out of compliance with private wells. This was their last warning letter. Their water will be shut off if we do not receive a response by the end of November. See attached letter.

We are in the process of switching over to the Beacon software. It has been a challenge coordinating meter reading last month but the software should be installed by the middle of November. This is a significant technology upgrade and adds a lot of new information at our fingertips to control lost water and tracking for the billing of water.

We have sent out a response to the DNR on questions for drilling the new well. We are still hoping to receive an answer before the end of the year to get the test well drilled. I talked with Eric about hydrant placement in front of the new well to ensure they have a large enough area for filling tanker trucks before heading out of the Sanitary District.

We have been pumping hydrants and getting ready for the cold weather approaching.

## **Sewer**

We had a very productive meeting at the Town with Jim Kirk, the wastewater plant superintendent, Dean Culbertson, Joel and myself. We met with a number of clients that were out of compliance and helped them solve their problems with water quality. We also reviewed progress on the new large user that is coming to town, CINTAS and number of other issues.

We excavated and replaced two sewer manholes on Ridgeway Drive. Both of these manholes had deteriorated and were letting in a significant amount of water every time it rained.

Townhall building maintenance: the addition of the window to the far east office has been completed. Lisa is working with me on totalizing the expenses for the Town Hall addition and we will be under budget. I should have the final numbers by next month's report. I also had Steve caulk a number of the windows and we adjusted the rear door threshold and one of the entrance doors.



Town of Greenville  
W6860 Parkview Drive  
Greenville WI 54942  
920-757-5151

October 31, 2017

#### **COMPLIANCE ORDER**

**Pursuant to Sec. 340-76 of the Town of Greenville Municipal Code.**

#### **FAILURE TO RENEW WELL PERMIT OR ABANDON A WELL WITHIN THE SANITARY DISTRICT**

**When the District finds that a user has violated any provision of this chapter or the terms of a permit issued under this chapter, the District may issue an order to the user directing that the user come into compliance within 30 days. If the user does not come into compliance within the time provided, service will be discontinued.**

This Notice of Noncompliance is being sent because you have failed to comply with Sec. 340-25 of the Town of Greenville. This municipal code requires that all wells within the Sanitary District either be abandoned or granted a permit once every five years. The final date for being in compliance with this ordinance **was August 31<sup>st</sup>, 2016.**

**If you wish to avoid a fine of \$209.00 for your lack of compliance and having your service discontinued, you must provide either of the following no later than Thursday, November 30, 2017:**

- 1. Written proof to the Sanitary District showing that an approved water tester has completed the required "safe" water test described in Section 5 (2) of the Well Abandonment Ordinance, "The well construction and pump installation have a history of producing bacteriologically safe water."**
- 2. A DNR well abandonment report form or a written contract with a licensed firm to abandon your well before October 31<sup>st</sup>, 2016.**

\*\*\*Please note: If you choose Option 1 (above) the Sanitary District must also receive a Well Permit Renewal form (copy enclosed), permit fee of \$10.00, and a copy of the "safe" test results **by 4:00pm on November 30<sup>th</sup> 2017** or you will be out of compliance and a fine of \$209.00 will be issued at that time along with discontinued service.

**Sec. 340-79. Violations and Penalties**

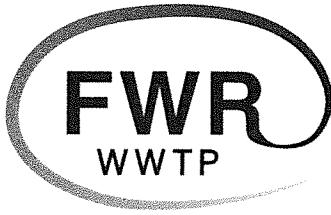
Any person who has violated or continues to violate any provision of this chapter, the terms of a permit issued under this chapter or a compliance order issued under this chapter shall, upon conviction, forfeit an amount set from time to time by ordinance in the Fine and Forfeiture Schedule of the Town of Greenville. Each day that a violation continues to exist shall constitute a separate offense.

If you have any questions about this Compliance Order please contact the Town of Greenville Sanitary District at 757-5151, ext#3202 or via email at [harft@townofgreenville.com](mailto:harft@townofgreenville.com).

<b>ACCT#</b>	<b>ADDRESS</b>	<b>EXP DATE</b>
211.02	W6748 GREENVILLE DR	6/1/2009
374.01	W6537 CEDAR DR	6/1/2011
683.00	W6678 GREENWILLOW CT	6/1/2011
108.01	N1547 RIDGEWAY DR	5/31/2016
953.00	W6158 SPENCER ST	5/31/2016
20.00	W6514 LILAC LN	5/1/2017
722.00	N475 MAYFLOWER DR	5/31/2017
827.02	N1351 FAWN RIDGE CT	7/31/2017



## FOX WEST REGIONAL SEWERAGE COMMISSION



James R. Kirk  
SUPERINTENDENT

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

Phone (920) 739-7921  
Fax (920) 739-1343

**PUBLIC HEARING &  
REGULAR MEETING  
MINUTES**

**Oct 4, 2017**

David A. Schowalter  
PRESIDENT

Dale A. Youngquist  
VICE PRESIDENT  
TREASURER

Jeffrey T. Nooyen  
SECRETARY

Gregory J. Ziegler  
DEPUTY SECRETARY

Travis J. Thyssen  
DEPUTY TREASURER

Dean M. Culbertson  
COMMISSIONER

Michael J. Van Dyke  
COMMISSIONER

Notice of the Regular Meeting (and Public Budget Hearing) was distributed by Jane Bader to all Commissioners; the Clerks of the Town of Grand Chute, Village of Fox Crossing, Town of Greenville & Town of Neenah; Joel Christopher, The Post Crescent; and posted on the bulletin board at the Regional Office. The Regular Meeting was called to order by President Dave Schowalter at 4:00 P.M.

**PRESENT:**

Dave Schowalter  
Dale Youngquist  
Jeffrey Nooyen

Travis Thyssen  
Greg Ziegler  
Dean Culbertson

Michael Van Dyke  
James Kirk  
Jane Bader

**APPROVAL OF AGENDA:**

A motion was made by Jeff Nooyen to approve the Agenda, seconded by Mike Van Dyke.  
*Motion Carried.*

**PUBLIC BUDGET HEARING:**

President Schowalter opened the floor for questions or comments regarding the 2018 Proposed Budget, however there was no public representation in attendance. Travis Thyssen made a motion to close public hearing at 4:06 pm and continue with regular meeting, Mike Van Dyke seconded. *Motion Carried.*

**SECRETARY'S REPORT:**

**Minutes**

A motion was made by Travis Thyssen, seconded by Jeff Nooyen to approve the Minutes of Sept 6, 2017. *Motion Carried. Dean and Mike were absent at last meeting therefore opted to abstain from vote.*

**TREASURER'S REPORT:**

**Voucher List**

President Schowalter asked if there are any questions pertaining to the Voucher List, to which there were none.

Dale Youngquist motioned to approve Voucher List as presented, seconded by Dean Culbertson. *Motion Carried.*

### **Bank & Budget Statement**

President Schowalter asked if there are any questions pertaining to the Bank & Budget Statement, to which there were none.

Dale Youngquist motioned to approve Bank & Budget Statement as presented, seconded by Travis Thyssen. *Motion Carried.*

### **PRESIDENT's REPORT:**

#### **Approval of 2018 Budget.**

President Schowalter opened the floor for discussion of the 2018 Proposed Budget. Jeff Nooyen qusted the Electrical Budget asking if Supt Kirk felt it was enough or should be increased as it has been over budget several years and suggested it be increased to \$600k or \$610k. Supt Kirk said Aeration and strict Ammonia requirements drive that cost up but he feels comfortable with the amount and prefers a tight Electrical Budget as a stimulus for improved Efficiency Evaluation. There were no additional comments or questions regarding the Proposed Budget.

Dean Culbertson made a motion to approve the 2018 Proposed Budget as presented, seconded by Travis Thyssen. *Motion carried.*

**Industrial Surcharge Program.** Dale Youngquist gave an update and stated after the last Commission Meeting, the Village of Fox Crossing and Supt Kirk did meet to discuss the reasons why Fox Crossing would not adjust their rates annually as per the Resolution. He requested that the Board "undo" the approval of that Resolution and go back to the prior verbiage. Greg Ziegler was also in attendance of that meeting and further explained that the East and West side cannot have different billing rates. Supt Kirk provided the board handouts explaining how things are calculated and billed and still does not understand why Fox Crossing doesn't want to adapt the rates that reflect actual costs for the Industrial Surcharge Program, not a 15-year old document that Fox Crossing is using. The Village is charging \$3.92 per pound which is wrong and the concern of Supt Kirk is that that actual cost is closer to \$8-\$9 per pound. Dale said he is more confident in Myra's numbers than Jim's as she is an actual CPA. Supt Kirk said Amy from McMahan is almost finished with her User Charge Evaluation and will give a short presentation at next month's meeting.

Jeff Nooyen suggested changing the wording of the Resolution to reflect "annually evaluate **or** adjust" versus "annually evaluate **and** adjust". Dale said he would be fine with "review" as the burden remains on the individual Villages & Towns to charge customers appropriately. Dean suggested putting the change on next month's meeting agenda. Supt Kirk said he feels it is his obligation to oversee the Pretreatment Program and make sure it has fair and equitable charges. Dale said they plan on having McMahan conduct a study to analyze the actual costs. Supt Kirk informed him there is an active proposal from McMahan dating back to March, but Amy from McMahan was told Fox Crossing is too busy to deal with it. Dale was unaware of that information and will investigate. It was decided to continue discussion on this topic at the next Meeting.

President Schowalter said he received a call from Dan Klansky requesting that 2 Users in the Greenville area be discussed (Print Pro and Graphic Compositions). Dean Culbertson said he also talked to Dan and said there seems to be some miscommunication and a concern that one of the users will be paying \$12,000 a year for monitoring and testing. Supt Kirk reminded the Board that they (and Dan Klansky) have been copied on all correspondence since last spring when he received a call from the DNR requesting him to conduct an onsite inspection. Supt Kirk said after sending Graphic Composition a Notice of Violation, stating that they would be on monthly monitoring, he did receive some additional documentation from Pat Borree so the frequency was switched to quarterly monitoring. Dean asked how long they can expect to be on Quarterly Monitoring as it can get very expensive. Supt Kirk said after a history of compliance, the frequency will be adjusted. Dean requested Supt Kirk attend a meeting with himself, Dan Klansky and representatives from both PrintPro and Graphic Composition to explain and clarify the monitoring requirements. Dean said he will schedule two meetings back to back and let Supt Kirk know when and where they would like him to meet. Dean also requested Supt Kirk bring backup documentation at that time.

#### **OPERATIONAL SUMMARY:**

President Schowalter asked if there were any questions regarding this month's Operational Summary, to which there were none.

Travis Thyssen made a motion to accept the Operational Summary. Motion was seconded by Dale Youngquist. *Motion Carried.*

#### **OLD BUSINESS**

There was no old business.

#### **NEW BUSINESS**

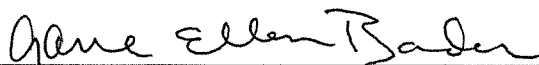
President Schowalter asked if there is any new business to be presented before the Commission, Greg Ziegler wanted to discuss the status of Popping Fun as he noticed *Help Wanted* signs. Supt Kirk said he went onsite and felt it was a Maintenance Nightmare. Because they make pop rock candy, the sugar is heated in large vats and injected with carbon dioxide. Then it goes to a cooling room where he observed numerous Glycol leaks. Supt Kirk said they should dispose of the initial sugars as a solid waste, not dump down the sanitary system. Greg Ziegler asked if they could be shut down due to all the pending lawsuits. Supt Kirk said he could file a Notice of Non-Compliance and if the Town is in agreement, a Cease & Desist Order could be served. Supt Kirk prefers that Legal Action beyond these Enforcement Remedies be handled by the Villages' Legal Counsel.

#### **ADJOURNMENT**

A motion was made by Travis Thyssen, seconded by Jeff Nooyen to Adjourn. *Motion Carried.*  
Meeting adjourned at 4:53 pm.

**ATTEST**

  
Jeffrey Nooyen, Secretary

  
Jane Ellen Bader, Administrative Assistant

MEETING: Town Board  
DATE: Month Day, Year

AGENDA ITEM #: SD1-6a  
ACTION TYPE: Approval/Denial



"Town of Greenville"

## AGENDA MEMORANDUM

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**To:** Honorable Town Chairperson and Town Supervisors  
**From:** Dan Klansky  
**Date:** November 13, 2017  
**RE:** **State Highway 15 Sanitary Sewer & Water Main Reconstruction**

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**ACTION TYPE:** This item is for possible Town Board Approval/Denial.

**BACKGROUND & SUMMARY:** This is a state requirement to move utilities out of the road right of way. See attached bid tabs. Immel Excavating was the lowest bidder, out of the four contracts that were submitted, with \$211,206.80.

**STAFF RECOMMENDATION:** Staff recommends the Board approve the use of Immel Excavating as the low bidder with \$211,206.80 as proposed. If the Board is in agreement, the following motion may be made: *"Motion to approve the."*

**POLICY/PLAN REFERENCE(S):**

1.

**FISCAL IMPACT:**

Is there a fiscal impact? Yes, it is a Capital Budgeted Project  
Is it currently budgeted or planned? Yes, for the year of 2018  
Amount budgeted: \$220,000.00  
Account #: Use of Reserves

###

**Attachments:**

1. See Attached Bid Tabs

**BID OPENING COMMITTEE MINUTES**

November 7, 2017 10:00 a.m.

Town Hall

PRESENT: Dan Klansky, Wendy Helgeson, Katrina Bohman

The committee opened bids for the State Highway 15 Sanitary & Water Main Reconstruction Project.

**BIDDERS –**

<b>COMPANY</b>	<b>BASE BID</b>	<b>10% BID BOND</b>
Advance Construction, Inc.	\$216,693.00	X
PTS Contractors, Inc.	\$229,157.10	X
Robert J. Immel Exc., Inc.	\$211,206.80	X
Dorner, Inc.	\$249,985.50	X