

**TOWN OF NEENAH TOWN BOARD**  
**Meeting Agenda**

**DATE:** Monday, June 26, 2023  
**TIME:** 7:00 pm  
**LOCATION:** 1600 Breezewood Lane

The meeting will also be offered virtually via ZOOM.

Meeting ID : 891 4939 3233 Passcode: 151843 Phone (312) 626-6799

[Zoom Link: https://us02web.zoom.us/j/89149393233?pwd=YkV3M0xDSzhhWkFRMIJTeXErNGNldz09](https://us02web.zoom.us/j/89149393233?pwd=YkV3M0xDSzhhWkFRMIJTeXErNGNldz09)

**TOWN BOARD MEETING**

1. CALL TO ORDER TOWN BOARD
2. APPROVE MINUTES  
June 12, 2023 Town Board Meeting
3. PUBLIC FORUM
4. PUBLIC FORUM FOR RECOGNIZED MUNICIPAL AND COUNTY OFFICIALS
5. CORRESPONDENCES
  - a. None
6. DISCUSSION / ACTION
  - a. Approve Vouchers, Payroll and Bank Transactions June 26, 2023.
  - b. Appoint Dan Osero as Fire Chief to fill the unexpired term of Chad Dolphin, effective immediately and expiring December 31, 2023.
  - c. Accept Fire Fighter Application for Joshua Kohler effective July 26, 2023.
  - d. Presentation by Joe Hoechst on 2022 Annual Stormwater Report
  - e. Approve Resolution 2023-11: Resolution to Amend 2023 Budget, General Funds and Stormwater Funds for resurfacing the Town Hall Parking Lot.
  - f. Approve Resolution 2023-12: Resolution to Amend 2023 Budget, Highway Funds and Stormwater Funds for Mahler Park Road Reconstruction.
  - g. Approve Resolution 2023-13: Resolution to Amend 2023 Budget, Fire Department Funds for EMS Flex Grant expenditures.
  - h. Approve Resolution 2023-14: Resolution to Amend 2023 Budget, Stormwater Funds for CTH "O" Pond Maintenance.
  - i. Approve Resolution 2023-15: Resolution to Amend the 2023 Compensation Schedule.
  - j. Approve Liquor License Applications effective July 1, 2023 – June 30, 2024 for "Class B" license for Green Valley Foods, LLC operating as "Peppermint Hippo", 1413 Green Valley Road, Neenah, WI 54956.
  - k. Approve Intergovernmental Cooperative Agreement to Satisfy Eligibility for the Wisconsin Recycling Consolidation Grant for Calendar Year 2024.
7. FUTURE AGENDA TOPICS AND MEETINGS
  - a. July 4<sup>th</sup> Holiday – Office Closed Monday July 3, 2023 and Tuesday July 4, 2023.
  - b. Parks and Rails Committee Meeting, Wednesday July 5, 2023 at 6:00 p.m. at Mahler Park
  - c. WTA -Winnebago County Unit Meeting, Thursday July 6: 2023 at 6:30 p.m. at Town of Algoma Town Hall
  - d. Next Regularly Scheduled Town Board Meeting, Monday July 10, 2023, at 7:00 p.m.
8. OLD BUSINESS
9. NEW BUSINESS
10. ADJOURN

**Closed Session Contemplated: NO**

Ellen Skerke, Administrator-Clerk-Treasurer  
June 22, 2023

Upon request, reasonable auxiliary aids and services will be provided for disabled individuals. If accommodations are required, please provide adequate advance notice to Town Clerk at 920-725-0916. A quorum of other Town Commissions/Committees or Sanitary Commissions may attend, but no official action will be taken by them.

Notice was posted on June 22, 2023 at [www.townofneenah.com](http://www.townofneenah.com), Town of Neenah Municipal Building, 1600 Breezewood Lane.

## TOWN OF NEENAH TOWN BOARD MEETING

June 12, 2023

Regular Meeting held at Town Hall, 1600 Breezewood Lane, Neenah, WI 54956 and offered via Zoom.

**Present:** Chairman Robert Schmeichel, Supervisor David Bluma, Supervisor Brooke Cardoza, and Supervisor Thomas Wilde.

**Excused:** Supervisor James Weiss

**Also in Attendance:** Ben Hamblin, Jeremey Kwiatkowski, Jim Pawlowski and Chad Dolphin, Deputy Clerk-Treasurer Vicki Boushele, and Administrator-Clerk-Treasurer Ellen Skerke

R. Schmeichel called the meeting to order at 7:00 pm. Pledge of Allegiance was recited.

### Approval of Minutes

**Motion:** B. Cardoza / T. Wilde to approve May 22, 2023 Town Board meeting minutes.

Motion carried 4:0:0.

### Public Forum

- Jim Pawlowski, 659 Dartmouth Drive spoke about his concern with the intersection of Larsen Road and Oakridge Road. As the Town plans the reconstruction, they should consider a left-hand turn lane at the intersection to avoid accidents.

### Public Forum for Recognized Municipal and County Officials

- None

### Correspondences

- Building Permit Report May 2023

### Discussion/Action.

#### **Vouchers Payroll and Bank Transactions**

*Approve Vouchers, Payroll and Bank Transactions June 12, 2023.*

- E. Skerke stated as noted on the voucher there would be an additional check for postage with an approximate cost of \$450. The actual cost for postage is \$456.89.
- T. Wilde requested that we invite a representative from Ehlers Investments to a future Town Board meeting to review the investments they are managing for the Town.

**Motion:** T. Wilde / D. Bluma to approve including additional payment for postage in the amount of \$456.89

Motion Carried 4:0:0.

#### **Fire Department Personnel**

*Accept resignation of Fire Fighter Claire Barton-Seaver effective June 12, 2023*

**Motion:** B. Cardoza / D. Bluma to accept.

Motion Carried 4:0:0.

*Accept retirement of Fire Chief Chad Dolphin effective June 12, 2023, actual retirement date of June 1, 2023*

**Motion:** D. Bluma / B. Cardoza to accept.

Motion Carried 4:0:0.

**Mahler Park Road and Town Hall Parking Lot**

*Award contract with Northeast Asphalt in the amount of \$238,299.00 for Mahler Park Road Improvements*

- B. Hamblin reviewed the scope of the project and the bids that were received.
- E. Skerke state that if approved, an amendment to the budget would be required.

**Motion:** R. Schmeichel / D Bluma to approve.

Motion Carried Roll Call Vote – all voted Aye.

*Award contract with Northeast Asphalt in the amount of \$85,467.00 for Town Hall Parking Lot improvements.*

- B. Hamblin reviewed the scope of the project and the bids that were received.
- General conversation about the condition and remaining life of the asphalt and concrete portions of the parking lot. Discussion regarding improvements to drainage for both the building downspouts and general parking lot drainage.
- In B. Hamblin's opinion, the concrete is at end of life, seal coat or chip sealing would be a waste of dollars. The concrete has a longer life, there are repairs that could be made to the concrete to extend the life even further.
- E. Skerke stated that if approved, a budget amendment would be required.
- General discussion about what expenses could be attributed to stormwater. B. Hamblin to determine which bid line items are chargeable to stormwater for both the Town Hall parking lot and Mahler Park Road. E. Skerke to prepare the budget amendment resolutions accordingly.

**Motion:** R. Schmeichel / B. Cardoza to approve.

Motion Carried Roll Call vote, R. Schmeichel, D. Bluma and B. Cardoza voted aye, T. Wilde voted Nay.

**General Insurance Policy**

*Approve General Insurance Policy and Worker's Compensation Policy Renewals for July 1, 2023 – June 30, 2024 through The Horton Group, cost = \$21,077*

- General discussion about potential claims related to vandalism, will smaller claims hurt the policy rates in the future? E. Skerke to follow up with Horton Group for an answer.

**Motion:** T. Wilde / B. Cardoza to approve with the amended amount of \$22,864

Motion Carried 4:0:0.

**Liquor and Tobacco**

*Approve Liquor License Application effective July 1, 2023 – June 30, 2024 for: "Class A" license for Chukka LLC, 1720 North Street, Neenah, WI 54956.*

**Motion:** D. Bluma / B. Cardoza to approve.

Motion Carried 4:0:0.

*Approve Application for Cigarette and Tobacco Products Retail License effective July 1, 2022 – June 30, 2023 for Chukka LLC, 1720 North Street, Neenah, WI 54956*

**Motion:** T. Wilde / B. Cardoza to approve.

Motion Carried 4:0:0.

**Future Agenda Topics and Meetings**

- Sanitary District #2 Commissioners Meeting Tuesday June 11, 2023 at 7:00 p.m.
- Plan Commission Meeting, pending items for the agenda, Monday June 19, 2023 at 7:00 p.m.
- Next Regularly Scheduled Town Board Meeting, Monday June 26, 2023, at 7:00 p.m.

**Old Business**

- B. Cardoza inquired about the security cameras and if anything for the recent incidents could be found on the footage. T. Jankowski responded that someone turned the Keating Park camera away from the action and stole the sim card. At Mahler Park the video was blurry due to the speed of the vehicles.

**New Business**

- E. Skerke reported that Wisconsin Elections Commission is redesigning the absentee envelopes for future elections, current inventory of envelopes shall not be used in 2024. All municipalities are required to purchase new envelopes. The State has approved a subgrant to assist in offsetting the cost of this purchase. The grant dollars are allocated to every municipality based on their estimated voting age population. Town of Neenah is eligible for a \$360.17 grant. E. Skerke has already preordered envelopes for 2024 and will submit the request for funds from WEC's 2023 Absentee Envelope Subgrant Program.

**Adjourn Meeting**

**Motion:** B. Cardoza / D. Bluma to adjourn. Motion carried. Meeting adjourned at 7:50 p.m.

Respectfully submitted,



Ellen Skerke  
Administrator-Clerk-Treasurer

Approved: DRAFT Pending Approval

# Voucher List Authorization June 26, 2023

## Bank Transfer (Transaction List)

| <u>Date</u> | <u>From</u> | <u>To</u> | <u>Amount</u> | <u>Reason</u>      |
|-------------|-------------|-----------|---------------|--------------------|
| 6/27/2023   | General MM  | Checking  | \$ 55,000.00  | 6-26-2023 Vouchers |

## Check Details:

Accounts Payable: \$ 55,343.11

## Notification of New Vendors

|         |                   |      |
|---------|-------------------|------|
| Payroll | Payroll           | \$ - |
|         | Expense Reimburse | \$ - |
|         | Gross Payroll     | \$ - |
|         | Net Payroll       | \$ - |

## Deposit Detail

| <u>Date</u> | <u>Where</u> | <u>Amount</u> |
|-------------|--------------|---------------|
|-------------|--------------|---------------|

## Paid via Bank Transfer:

|                            |      |
|----------------------------|------|
| Nationwide:                | \$ - |
| Federal Tax/Medicare:      | \$ - |
| State Taxes:               | \$ - |
| Wisconsin Retirement:      | \$ - |
| Wisconsin Health Insurance | \$ - |

## Account Balances as of June 27, 2023 - after requested transfers per this Voucher List

|                    | <u>PROSPERA CU</u> | <u>Prospera CD</u>  | <u>BNY Mellon - Pershing</u> | <u>Total</u> |
|--------------------|--------------------|---------------------|------------------------------|--------------|
| Checking           | \$ 3,770           | \$ -                |                              |              |
| Membership account | \$ 25              | \$ -                |                              |              |
| General MM         | \$ 405,028         | \$ 508,628          | \$ 753,790                   | \$ 1,667,446 |
| Taxes Collected    | \$ 9,556           | \$ 250,000          |                              |              |
| Impact Fee         | \$ 8,010           | \$ -                |                              |              |
| Tullar Rd Fund     | \$ 35,116          | \$ -                |                              |              |
| Storm Water        | \$ 393,303         | \$ 252,876          | \$ 502,762                   | \$ 1,148,942 |
| <b>TOTAL</b>       | <b>\$ 854,808</b>  | <b>\$ 1,011,504</b> | <b>\$ 1,256,552</b>          |              |

|                    |                     |
|--------------------|---------------------|
| <b>GRAND TOTAL</b> | <b>\$ 3,122,864</b> |
|--------------------|---------------------|

Note: General Town funds includes \$369,166 in ARPA Funds.

\_\_\_\_\_ Schmeichel \_\_\_\_\_ Bluma \_\_\_\_\_ Cardoza \_\_\_\_\_ Weiss \_\_\_\_\_ Wilde

10:16 AM  
06/23/23

Town of Neenah  
Check Detail  
June 27, 2023

Accounts Payable  
\$ 55,343.11

| Date       | Num        | Name                  | Memo                        | Account                             | Paid Amou... |
|------------|------------|-----------------------|-----------------------------|-------------------------------------|--------------|
| 06/27/2023 | 28372      | Aberdean Consult...   |                             | 11010-1 · Checking - Prospera ...   |              |
| 06/26/2023 | 67635      |                       |                             | 51420-4 · Office Expenses           | -75.00       |
| TOTAL      |            |                       |                             |                                     | -75.00       |
| 06/27/2023 | 28373      | Dempsey Law Fir...    |                             | 11010-1 · Checking - Prospera ...   |              |
| 06/26/2023 | May 2023   |                       | Meadow meeting              | 51300-0 · Legal Services            | -720.14      |
|            |            |                       | Zoning issue                | 51300-0 · Legal Services            | -545.50      |
|            |            |                       | general                     | 51300-0 · Legal Services            | -216.00      |
|            |            |                       |                             | 51300-0 · Legal Services            | -108.00      |
| TOTAL      |            |                       |                             |                                     | -1,589.64    |
| 06/27/2023 | 28374      | Harters Fox Valley... |                             | 11010-1 · Checking - Prospera ...   |              |
| 06/26/2023 | 397322     |                       |                             | 55200-6 · Parks - Harter's - Trash  | -54.00       |
| 06/26/2023 | 397317     |                       | Trash Recycle               | 53634-0 · Garbage Collection Ex...  | -13,352.04   |
|            |            |                       |                             | 53635-0 · Recycling                 | -4,184.70    |
| TOTAL      |            |                       |                             |                                     | -17,590.74   |
| 06/27/2023 | 28375      | Jankowski, Tom        |                             | 11010-1 · Checking - Prospera ...   |              |
| 06/26/2023 | Jun 2023   |                       |                             | 55200-3 · Parks - Supplies & Mai... | -19.69       |
| TOTAL      |            |                       |                             |                                     | -19.69       |
| 06/27/2023 | 28376      | Jeff's Water Condi... |                             | 11010-1 · Checking - Prospera ...   |              |
| 06/26/2023 | 65798      |                       | Franzoi clean reset soft... | 55200-4 · Parks - Water Service     | -95.00       |
| TOTAL      |            |                       |                             |                                     | -95.00       |
| 06/27/2023 | 28377      | Krueger True Value    |                             | 11010-1 · Checking - Prospera ...   |              |
| 06/26/2023 | 149921     |                       |                             | 55200-3 · Parks - Supplies & Mai... | -20.86       |
| TOTAL      |            |                       |                             |                                     | -20.86       |
| 06/27/2023 | 28378      | Mavroff, Gerald (v)   |                             | 11010-1 · Checking - Prospera ...   |              |
| 06/26/2023 | May Jun... |                       |                             | 52201-0 · Fire Inspections          | -1,875.00    |
| TOTAL      |            |                       |                             |                                     | -1,875.00    |
| 06/27/2023 | 28379      | McMahon Associa...    |                             | 11010-1 · Checking - Prospera ...   |              |
| 06/26/2023 | 930954     |                       | Mahler pavement design      | 53311-5 · Hwy Exp- McMahon          | -2,743.95    |
|            |            |                       | Town hall pavement de...    | 51520-0 · Engineering Services      | -4,136.40    |
|            |            |                       | Bidding Mahler              | 53311-5 · Hwy Exp- McMahon          | -5,146.02    |
| 06/26/2023 | 930953     |                       | Pond maint                  | 6-54100 · SW - Conservancy Pon...   | -837.24      |
|            |            |                       |                             | 6-54200 · CTH O Pond Maintena...    | -1,576.45    |
| TOTAL      |            |                       |                             |                                     | -14,440.06   |

**Town of Neenah  
Check Detail  
June 27, 2023**

| <u>Date</u> | <u>Num</u> | <u>Name</u>         | <u>Memo</u>   | <u>Account</u>                         | <u>Paid Amou...</u> |
|-------------|------------|---------------------|---------------|--|---------------------|
| 06/27/2023  | 28380      | WE Energies         |               | 11010-1 · Checking - Prospera ...      |                     |
| 06/26/2023  | 461248...  |                     |               | 55200-7 · Parks - WE Energies          | -133.41             |
|             |            |                     |               | 53420-0 · Street Lighting - All Ele... | -244.13             |
|             |            |                     |               | 53420-0 · Street Lighting - All Ele... | -1,568.39           |
|             |            |                     |               | 55200-8 · Conservancy Park Exp...      | -360.63             |
|             |            |                     |               | 55200-7 · Parks - WE Energies          | -94.23              |
|             |            |                     |               | 51420-8 · MB Utilities                 | -354.72             |
| TOTAL       |            |                     |               |  | -2,755.51           |
| 06/27/2023  | 28381      | Winnebago Cty. T... |               | 11010-1 · Checking - Prospera ...      |                     |
| 06/26/2023  | June 2023  |                     |               | 43650-0 · Forest Croplnd./Mngd....     | -2.11               |
| 06/26/2023  | 25387      |                     | police report | 53311-2 · Hwy Exp - Maintenanc...      | -13,962.02          |
|             |            |                     |               | 6-57200 · Stormwater Drainage ...      | -825.93             |
|             |            |                     |               | 6-57200 · Stormwater Drainage ...      | -2,091.55           |
| TOTAL       |            |                     |               |  | -16,881.61          |

## Ellen Skerke

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**From:** brandon korth <brandonkorth18@gmail.com>  
**Sent:** Monday, June 12, 2023 10:22 AM  
**To:** Ellen Skerke  
**Subject:** Election Results

Good morning Ellen,

I wanted to reach out in regards to our previous Business meeting (June 7th).

In accordance with our fire department Bylaws, we held an election for the fire department's recommendation for the Fire Chief's position.

Dave Bluma was in attendance and counted the ballots after voting. Results showed Dan Osero as the Fire Departments Recommendation for Fire Chief.

If you have any questions or concerns, please reach out.

Thank you,

Brandon Korth  
President  
Town Of Neenah Fire Department.



**Memorandum**

**Date:** June 23, 2023  
**To:** Town of Neenah Administrator/ Town Board Members  
**From:** Fire Captain Dan Osero  
**Subject:** TNFD New Hire-Joshua Kohler

On June 21, 2023 the Officers of TNFD interviewed a candidate for the position of firefighter and we are making a recommendation to hire this candidate.

**Joshua Kohler-** Josh is a recent graduate of Neenah High School, Class of 2023. Josh is enrolled at FVTC for the fall semester to pursue a certification in welding. Josh is currently employed full-time at Jimmy Johns. Josh has relatives that are in the fire service, he comes with a very energetic and positive attitude wanting to help people. Josh resides at 1084 Laurel Ct, City of Neenah.

Respectfully,

Captain Dan Osero

**Resolution 2023-11**

**Amending the 2023 Budget  
Adopted by the Town Board of the  
Town of Neenah of Winnebago County, Wisconsin**

A resolution amending the 2023 budget of the Town of Neenah, Winnebago County, Wisconsin, adopted by a two-thirds majority vote of the entire membership of the Town Board.

WHERE AS;

The 2023 Budget prepared in October 2022 for General Government – Maintenance & Operations included an item to mill and overlay the Town Hall Parking lot in the amount of \$24,000.00; and.

In 2023, upon further planning for the project, the scope of the project changed to pulverize and pave, include the back parking area and address drainage on the property; and,

The project was put out to bid with two contractors submitting bids, the lowest bidder Northeast Asphalt was awarded the bid at a total cost of \$85,467.00; and,

Several of the bid line items are stormwater related, assigning \$23,342.00 to Stormwater Expense and \$62,125.00 to General Government Maintenance & Operations Expense; and,

The 2023 Stormwater Budget did not contain a line-item budgeting for this expense.

NOW THEREFORE BE IT RESOLVED by a two thirds majority vote of the Town of Neenah Board of Supervisors as follows:

That the sum of \$ 38,125.00 is added to the 2023 General Government- Maintenance & Operations expense account (51610-1) and \$23,342.00 is added to the 2023 Stormwater Budget, Stormwater-Drainage Project account (6-57300).

Adopted this 26th day of June 2023.

TOWN OF NEENAH

By: \_\_\_\_\_

Robert E. Schmeichel, Town Chairman

Attest:

\_\_\_\_\_  
Ellen Skerke, Town Administrator-Clerk-Treasurer

**Roll Call Vote:**

Chairman Robert Schmeichel \_\_\_\_\_

Supervisor David Bluma \_\_\_\_\_

Supervisor Brooke Cardoza \_\_\_\_\_

Supervisor Jim Weiss \_\_\_\_\_

Supervisor Tom Wilde \_\_\_\_\_

**Town of Neeah  
Mahler Park**

| Item | Description   | Quantity | NEA BID Unit Price | Total               |
|------|---|----------|--------------------|---------------------|
| 1    | Traffic Control   | 1        | \$5,680.00         | \$5,680.00          |
| 2    | Erosion Control   | 1        | \$1,890.00         | \$1,890.00          |
| 3    | Remove Existing Culverts  | 2        | \$175.00           | \$350.00            |
| 4    | Remove & Grub Tree  | 1        | \$150.00           | \$150.00            |
| 5    | Remove & Salvage Existing Signs for Reuse (8 Handicap Signs & 1 Park Sign)      | 9        | \$75.00            | \$675.00            |
| 6    | Temporarily Relocate Boulders on Lawn   | 1        | \$1,150.00         | \$1,150.00          |
| 7    | Pulverize Existing Asphalt and Gravel Base                                      | 7500     | \$0.90             | \$6,750.00          |
| 8    | Unclassified Excavation With Placement on Sledding Hill (Estimated at 450 C.Y.) | 1        | \$3,906.00         | \$3,906.00          |
| 9    | Place Excavated Material on Sledding Hill                                       | 1        | \$1,890.00         | \$1,890.00          |
| 10   | 8" C900 Storm Sewer   | 300      | \$28.70            | \$8,610.00          |
| 11   | Base Aggregate Dense 1 1/4" for Excavated Areas                                 | 900      | \$16.40            | \$14,760.00         |
| 12   | Fine Grade and Shape Pulverized Material & Gravel Base                          | 8000     | \$2.20             | \$17,600.00         |
| 13   | 1-3/4 HMA Pavement, 3LT 58-28S, Lower Layer- Standard                           | 850      | \$75.90            | \$64,515.00         |
| 14   | 1-3/4 HMA Pavement, 4LT 58-28S, Upper Layer- Standard                           | 850      | \$82.40            | \$70,040.00         |
| 15   | Gravel Shoulder   | 200      | \$43.55            | \$8,710.00          |
| 16   | Remove Excess Gravel Shoulder   | 550      | \$2.90             | \$1,595.00          |
| 17   | Reinstall Salvaged Signs (8 Handicap Signs & 1 Park Sign)                       | 9        | \$200.00           | \$1,800.00          |
| 18   | Relocate Boulders on Gravel Shoulder  | 1        | \$1,275.00         | \$1,275.00          |
| 19   | Restoration, Complete (Estimated at 2,400 S.Y.)                                 | 1        | \$24,680.00        | \$24,680.00         |
| 20   | Arrow Symbols, Various, White Paint   | 9        | \$10.00            | \$90.00             |
| 21   | 12" Stop Bar, White Paint   | 24       | \$2.00             | \$48.00             |
| 22   | 4" Stripe, White Paint  | 4300     | \$0.45             | \$1,935.00          |
|      | Accessible Parking Symbol - White Paint   | 8        | \$25.00            | \$200.00            |
|      | <b>TOTAL</b>  |          |                    | <b>\$238,299.00</b> |

| Highway             | Stormwater         |
|---------------------|--------------------|
| \$5,680.00          | \$1,890.00         |
| \$150.00            | \$350.00           |
| \$675.00            |                    |
| \$1,150.00          |                    |
| \$6,750.00          |                    |
| \$3,906.00          |                    |
| \$1,890.00          |                    |
| \$8,610.00          |                    |
| \$14,760.00         |                    |
| \$17,600.00         |                    |
| \$64,515.00         |                    |
| \$70,040.00         |                    |
| \$8,710.00          |                    |
| \$1,595.00          |                    |
| \$1,800.00          |                    |
| \$1,275.00          |                    |
| \$24,680.00         |                    |
| \$90.00             |                    |
| \$48.00             |                    |
| \$1,935.00          |                    |
| \$200.00            |                    |
| <b>\$227,449.00</b> | <b>\$10,850.00</b> |
| 95.4%               | 4.6%               |
| \$109,449.00        |                    |

118000  
(\$109,449.00)

**Town Hall  
Parking Lot-Pulverize & Repave Town of Neeah**

| Item | Description  | Quantity | NEA BID Unit Price | Total              |
|------|--|----------|--------------------|--------------------|
| 1    | Traffic Control  | 1        | \$3,860.00         | \$3,860.00         |
| 2    | Erosion Control  | 1        | \$1,250.00         | \$1,250.00         |
| 3    | Sandblast Existing Striping on Concrete                | 1        | \$750.00           | \$750.00           |
| 4    | Pulverize Existing Asphalt and Gravel Base             | 2300     | \$1.20             | \$2,760.00         |
| 5    | Excavate for Swale                                     | 25       | \$12.00            | \$300.00           |
| 6    | Unclassified Excavation (Estimated at 15 C.Y.)         | 1        | \$410.00           | \$410.00           |
| 7    | Concrete Removal                                       | 1        | \$1,220.00         | \$1,220.00         |
| 8    | 8" C900 Storm Sewer                                    | 260      | \$24.70            | \$6,422.00         |
| 9    | Roof Drain Connection                                  | 1        | \$145.00           | \$145.00           |
| 10   | 30" Concrete Yard Drain                                | 1        | \$1,600.00         | \$1,600.00         |
| 11   | 8" Plastic Yard Drain                                  | 1        | \$475.00           | \$475.00           |
| 12   | Fine Grade and Shape Pulverized Material & Gravel Base | 2300     | \$3.70             | \$8,510.00         |
| 13   | 30 In. Curb & Gutter                                   | 80       | \$60.00            | \$4,800.00         |
| 14   | 8" Unreinforced Concrete, High Early                   | 65       | \$78.00            | \$5,070.00         |
| 15   | 1-3/4 HMA Pavement, 3LT 58-28S, Lower Layer- Standard  | 250      | \$84.60            | \$21,150.00        |
| 16   | 1-3/4 HMA Pavement, 4LT 58-28S, Upper Layer- Standard  | 250      | \$89.70            | \$22,425.00        |
| 17   | 4" Riprap, 12" Deep                                    | 3        | \$550.00           | \$1,650.00         |
| 18   | Restoration, Complete (Estimated at 500 S.Y.)          | 1        | \$1,410.00         | \$1,410.00         |
| 19   | 4" Stripe, White Paint                                 | 2300     | \$0.45             | \$1,035.00         |
| 20   | NO PARKING FIRE LANE Lettering, White Paint            | 5        | \$35.00            | \$175.00           |
|      | Accessible Parking Symbol White Paint                  | 2        | \$25.00            | \$50.00            |
|      | <b>TOTAL</b>   |          |                    | <b>\$85,467.00</b> |

| Highway            | Stormwater         |
|--------------------|--------------------|
| \$3,860.00         | \$1,250.00         |
| \$750.00           |                    |
| \$2,760.00         |                    |
| \$300.00           |                    |
| \$410.00           |                    |
| \$1,220.00         |                    |
| \$6,422.00         |                    |
| \$145.00           |                    |
| \$1,600.00         |                    |
| \$475.00           |                    |
| \$8,510.00         |                    |
| \$4,800.00         |                    |
| \$5,070.00         |                    |
| \$21,150.00        |                    |
| \$22,425.00        |                    |
| \$1,650.00         |                    |
| \$1,410.00         |                    |
| \$1,035.00         |                    |
| \$175.00           |                    |
| \$50.00            |                    |
| <b>\$62,125.00</b> | <b>\$23,342.00</b> |
| 72.7%              | 27.3%              |
| \$109,449.00       |                    |

24000  
(\$38,125.00)

\$85,467.00

**Resolution 2023-12**

**Amending the 2023 Budget  
Adopted by the Town Board of the  
Town of Neenah of Winnebago County, Wisconsin**

A resolution amending the 2023 budget of the Town of Neenah, Winnebago County, Wisconsin, adopted by a two-thirds majority vote of the entire membership of the Town Board.

WHERE AS;

The 2023 Budget prepared in October 2022 for Highway Expenses included a line item for Mahler Park Road Resurfacing in the amount of \$118,000; and,

In 2023, upon further planning for resurfacing, the scope of the project was increased to account for the required spacing for drive through lane and parking, and increased number of parking stalls available; and,

The project was put out to bid with two contractors submitting bids, the lowest bidder Northeast Asphalt was awarded the bid at a total cost of \$238,299.00; and,

Several of the bid line items are stormwater related, assigning \$10,850.00 to Stormwater Expense and \$227,449.00 to Highway Expense; and,

The 2023 Stormwater Budget did not contain a line item budgeting for this expense.

NOW THEREFORE BE IT RESOLVED by a two thirds majority vote of the Town of Neenah Board of Supervisors as follows:

That the sum of \$109,449.00 is added to the 2023 Highway Budget, Highway Projects expense account (53311-7) and \$10,850.00 is added to the 2023 Stormwater Budget, Stormwater-Drainage Project account (6-57300).

Adopted this 26th day of June 2023.

TOWN OF NEENAH

By:

\_\_\_\_\_  
Robert E. Schmeichel, Town Chairman

Attest:

\_\_\_\_\_  
Ellen Skerke, Town Administrator-Clerk-Treasurer

**Roll Call Vote:**

Chairman Robert Schmeichel \_\_\_\_\_

Supervisor David Bluma \_\_\_\_\_

Supervisor Brooke Cardoza \_\_\_\_\_

Supervisor Jim Weiss \_\_\_\_\_

Supervisor Tom Wilde \_\_\_\_\_

Town of Neenah  
Mahler Park

| Item | Description   | Quantity | NEA BID Unit Price | Total               | Highway             | Stormwater         |
|------|---|----------|--------------------|---------------------|---------------------|--------------------|
| 1    | Traffic Control   | 1        | \$5,680.00         | \$5,680.00          | \$5,680.00          |                    |
| 2    | Erosion Control   | 1        | \$1,890.00         | \$1,890.00          |                     | \$1,890.00         |
| 3    | Remove Existing Culverts  | 2        | \$175.00           | \$350.00            |                     | \$350.00           |
| 4    | Remove & Grub Tree  | 1        | \$150.00           | \$150.00            |                     |                    |
| 5    | Remove & Salvage Existing Signs for Reuse (8 Handicap Signs & 1 Park Sign)      | 9        | \$75.00            | \$675.00            |                     |                    |
| 6    | Temporarily Relocate Boulders on Lawn   | 1        | \$1,150.00         | \$1,150.00          |                     |                    |
| 7    | Pulverize Existing Asphalt and Gravel Base                                      | 7500     | \$0.90             | \$6,750.00          |                     |                    |
| 8    | Unclassified Excavation With Placement on Sledding Hill (Estimated at 450 C.Y.) | 1        | \$3,906.00         | \$3,906.00          |                     |                    |
| 9    | Place Excavated Material on Sledding Hill                                       | 1        | \$1,890.00         | \$1,890.00          |                     |                    |
| 10   | 8" C900 Storm Sewer   | 300      | \$28.70            | \$8,610.00          |                     | \$8,610.00         |
| 11   | Base Aggregate Dense 1 1/4" for Excavated Areas                                 | 900      | \$16.40            | \$14,760.00         |                     |                    |
| 12   | Fine Grade and Shape Pulverized Material & Gravel Base                          | 8000     | \$2.20             | \$17,600.00         |                     |                    |
| 13   | 1-3/4 HMA Pavement, 3LT 58-28S, Lower Layer- Standard                           | 850      | \$75.90            | \$64,515.00         |                     |                    |
| 14   | 1-3/4 HMA Pavement, 4LT 58-28S, Upper Layer - Standard                          | 850      | \$82.40            | \$70,040.00         |                     |                    |
| 15   | Gravel Shoulder   | 200      | \$43.55            | \$8,710.00          |                     |                    |
| 16   | Remove Excess Gravel Shoulder   | 550      | \$2.90             | \$1,595.00          |                     |                    |
| 17   | Reinstall Salvaged Signs (8 Handicap Signs & 1 Park Sign)                       | 9        | \$200.00           | \$1,800.00          |                     |                    |
| 18   | Relocate Boulders on Gravel Shoulder  | 1        | \$1,275.00         | \$1,275.00          |                     |                    |
| 19   | Restoration, Complete (Estimated at 2,400 S.Y.)                                 | 1        | \$24,680.00        | \$24,680.00         |                     |                    |
| 20   | Arrow Symbols, Various, White Paint   | 9        | \$10.00            | \$90.00             |                     |                    |
| 21   | 12" Stop Bar, White Paint   | 24       | \$2.00             | \$48.00             |                     |                    |
| 22   | 4" Stripe, White Paint  | 4300     | \$0.45             | \$1,935.00          |                     |                    |
|      | Accessible Parking Symbol - White Paint   | 8        | \$25.00            | \$200.00            |                     |                    |
|      | <b>TOTAL</b>  |          |                    | <b>\$238,299.00</b> | <b>\$227,449.00</b> | <b>\$10,850.00</b> |

118000  
(\$109,449.00)

95.4%  
4.6%

Town Hall  
Parking Lot-Pulverize & Repave Town of Neenah

| Item | Description  | Quantity | NEA BID Unit Price | Total              | Highway            | Stormwater         |
|------|--|----------|--------------------|--------------------|--------------------|--------------------|
| 1    | Traffic Control  | 1        | \$3,860.00         | \$3,860.00         | \$3,860.00         |                    |
| 2    | Erosion Control  | 1        | \$1,250.00         | \$1,250.00         |                    | \$1,250.00         |
| 3    | Sandblast Existing Striping on Concrete                | 1        | \$750.00           | \$750.00           |                    |                    |
| 4    | Pulverize Existing Asphalt and Gravel Base             | 2300     | \$1.20             | \$2,760.00         |                    |                    |
| 5    | Excavate for Swale                                     | 25       | \$12.00            | \$300.00           |                    | \$300.00           |
| 6    | Unclassified Excavation, (Estimated at 15 C.Y.)        | 1        | \$410.00           | \$410.00           |                    |                    |
| 7    | Concrete Removal                                       | 1        | \$1,220.00         | \$1,220.00         |                    |                    |
| 8    | 8" C900 Storm Sewer                                    | 260      | \$24.70            | \$6,422.00         |                    | \$6,422.00         |
| 9    | Roof Drain Connection                                  | 1        | \$145.00           | \$145.00           |                    |                    |
| 10   | 30" Concrete Yard Drain                                | 1        | \$1,600.00         | \$1,600.00         |                    |                    |
| 11   | 8" Plastic Yard Drain                                  | 1        | \$475.00           | \$475.00           |                    |                    |
| 12   | Fine Grade and Shape Pulverized Material & Gravel Base | 2300     | \$3.70             | \$8,510.00         |                    |                    |
| 13   | 30 Inet. Curb & Gutter                                 | 80       | \$60.00            | \$4,800.00         |                    | \$4,800.00         |
| 14   | 8" Unreinforced Concrete, High Early                   | 65       | \$78.00            | \$5,070.00         |                    |                    |
| 15   | 1-3/4 HMA Pavement, 3LT 58-28S, Lower Layer- Standard  | 250      | \$84.60            | \$21,150.00        |                    |                    |
| 16   | 1-3/4 HMA Pavement, 4LT 58-28S, Upper Layer - Standard | 250      | \$89.70            | \$22,425.00        |                    |                    |
| 17   | 4" Riprap, 12" Deep                                    | 3        | \$550.00           | \$1,650.00         |                    |                    |
| 18   | Restoration, Complete (Estimated at 500 S.Y.)          | 1        | \$1,410.00         | \$1,410.00         |                    |                    |
| 19   | 4" Stripe, White Paint                                 | 2300     | \$0.45             | \$1,035.00         |                    |                    |
| 20   | NO PARKING FIRE LANE Lettering, White Paint            | 5        | \$35.00            | \$175.00           |                    |                    |
|      | Accessible Parking Symbol White Paint                  | 2        | \$25.00            | \$50.00            |                    |                    |
|      | <b>TOTAL</b>   |          |                    | <b>\$85,467.00</b> | <b>\$62,125.00</b> | <b>\$23,342.00</b> |

24000  
(\$38,125.00)

72.7%  
27.3%

\$85,467.00

## **Resolution 2023-13**

### **Amending the 2023 Budget Adopted by the Town Board of the Town of Neenah of Winnebago County, Wisconsin**

A resolution amending the 2023 Budget of the Town of Neenah, Winnebago County, Wisconsin, adopted by a two-thirds majority vote of the entire membership of the Town Board.

#### **WHERE AS;**

In 2022, Town of Neenah Fire Department (TNFD) applied for and was awarded an EMS Flex Grant from the State of Wisconsin in the amount not to exceed \$16,260.00.

The EMS Flex Grant program policy is to pay one half of the awarded funds up front and the remaining half to be reimbursed upon purchase, receipt and payment of EMS supplies.

On December 16, 2022, The Town of Neenah received one half of the EMR Flex Grant Dollars in the amount of \$8,130.00.

In the First Quarter of 2023, TNFD purchased AED units and other EMS supplies for a total expense of \$14,608.80.

On June 13, 2023, Town of Neenah received the second half reimbursement of EMS Flex Grant Dollars in the amount of \$8,130.00, Totaling \$16,260 of EMS Flex Grant revenues.

The expenses of the AED's and EMS supplies purchased through the EMS Flex Grant were not included in the 2023 Fire Department Budget.

**NOW THEREFORE BE IT RESOLVED** by a two thirds majority vote of the Town of Neenah Board of Supervisors as follows:

That the sum of \$8,130.00 is hereby added to the State Grant Fire/EMS revenue account (43528-0)

That the sum of \$ 16,260.00 is hereby added to the First Resp. Training/Supplies expense account (52300-1).

Adopted this 26th day of June 2023.



TOWN OF NEENAH

By: \_\_\_\_\_  
Robert E. Schmeichel, Town Chairman

Attest:

\_\_\_\_\_  
Ellen Skerke, Town Administrator-Clerk-Treasurer

**Roll Call Vote:**

Chairman Robert Schmeichel \_\_\_\_\_

Supervisor David Bluma \_\_\_\_\_

Supervisor Brooke Cardoza \_\_\_\_\_

Supervisor Jim Weiss \_\_\_\_\_

Supervisor Tom Wilde \_\_\_\_\_

## Resolution 2023-14

### Amending the 2023 Budget Adopted by the Town Board of the Town of Neenah of Winnebago County, Wisconsin

A resolution amending the 2023 Budget of the Town of Neenah, Winnebago County, Wisconsin, adopted by a two-thirds majority vote of the entire membership of the Town Board.

WHERE AS;

That the 2023 Budget Stormwater CTH "O" Pond Maintenance expense line item was approved for \$4,500 per a 5-Year Plan report dated September 2021

That the maintenance needs for CRTH "O" Pond are greater than the \$4,500.00 budgeted, including application of cattail herbicide, additional transplanting of aquatic plants to fill in the gaps, application of spot herbicide of invasive species in the prairie and spot mow of sweet clover to prevent this species seeding out, thus killing the species.

That all of these treatments in 2023 will greatly reduce the spread of the unwanted and invasive species and reduce the need for these treatments in future years.

That McMahon Engineering Consultant requested an increase of \$4,000.00 to \$6,000.00 for CTH "O" pond expenditures.

NOW THEREFORE BE IT RESOLVED by a two thirds majority vote of the Town of Neenah Board of Supervisors as follows:

That the sum of \$ 6,000.00 is hereby added to the Stormwater CTH "O" Pond Maintenance expense account (6-54200).

Adopted this 26th day of June 2023.

TOWN OF NEENAH

By: \_\_\_\_\_  
Robert E. Schmeichel, Town Chairman

Attest:

\_\_\_\_\_  
Ellen Skerke, Town Administrator-Clerk-Treasurer

**Roll Call Vote:**

Chairman Robert Schmeichel \_\_\_\_\_

Supervisor David Bluma \_\_\_\_\_

Supervisor Brooke Cardoza \_\_\_\_\_

Supervisor Jim Weiss \_\_\_\_\_

Supervisor Tom Wilde \_\_\_\_\_

## Ellen Skerke

---

**From:** Ben Hamblin <BHamblin@mcmgrp.com>  
**Sent:** Tuesday, June 13, 2023 6:45 PM  
**To:** Ellen Skerke  
**Subject:** Fwd: town of neenah pond/prairie projects - at budget

---

**From:** Stuart Boerst <SBoerst@mcmgrp.com>  
**Sent:** Monday, June 12, 2023 4:20 PM  
**To:** Ben Hamblin <BHamblin@mcmgrp.com>  
**Cc:** Kyle Ziolk <KZiolk@mcmgrp.com>  
**Subject:** RE: town of neenah pond/prairie projects - at budget

Hi Ben,

We will need another \$4,000-\$6,000 at the CTH O pond. This a 5 acre wetland restoration, which is a very large area on top of the almost 4 acres of prairie. This is just the second year so there is still a lot of work for these types of sites, but drops off a lot for the third and future years. The following additional activities have to occur at the site.

- . Second round of cattails herbiciding – after this year there will very few cattails to be herbicided in future years.
- . Additional transplanting of aquatic plants to fill in the gaps- there will be substantially less of this needed in future years.
- . Spot herbiciding of invasive species in the prairie and spot mowing of sweet clover to prevent this species seeding out and killing the plant- there will be very little sweet clover in future years.

Please see me to discuss. Also, see me for accurate fees when completing budgeting for all Town ecological projects for 2024. Some of these budgets are too low.

Thanks,

Stuart

Confidentiality Statement

THE INFORMATION CONTAINED IN THIS E-MAIL IS INTENDED FOR PERSONAL AND CONFIDENTIAL USE OF THE DESIGNATED RECIPIENT(S) NAMED ABOVE. This message may be a client communication, and as such is privileged and confidential. If the reader(s) of this message is not the intended recipient(s) or agent(s) responsible for delivering it to the intended recipient(s), you are hereby notified that you have received this message in error, and that any review, dissemination, distribution, or copying of this message is strictly prohibited. If you have received this communication in error, please notify us by telephone and delete the original message. Thank you.

**TOWN OF NEENAH  
WINNEBAGO COUNTY, WISCONSIN  
RESOLUTION 2023-15**

**REVISED 2023 COMPENSATION SCHEDULE**

**WHEREAS**, the Town of Neenah's (the Town) Auditor, Clifton Larson and Allen has recommended that the Town adopt a Compensation Schedule on an annual basis to facilitate the preparation of the Town's Financial Statements and;

**WHEREAS**, a Compensation Schedule will facilitate the proper financial management of the Town and;

**WHEREAS**, the Town has prepared a 2023 Compensation Schedule, which was approved on January 9, 2023 and;

**WHEREAS**, the Fire Chief prepared and the Town Board approved the 2023 Budget for the Fire and EMR salaries with revised compensation rates as reflected on Attachment A of this Resolution, however the revised rates were incorrectly reflected in the 2023 Compensation Schedule approved on January 9, 2023 and;

**WHEREAS**, the revision to the 2023 Compensation Schedule are reflected in Attachment A to this resolution and;

**NOW, THEREFORE BE IT RESOLVED**, that the Town of Neenah adopts the Revised 2023 Compensation Schedule as shown in Attachment A and;

**BE IT FUTHER RESOLVED**, that a Compensation Schedule shall be adopted by the Town annually,

**BE IT FUTHER RESOLVED**, that this Resolution is permanently entered in the record of the proceeding of the Town of Neenah, Winnebago County, Wisconsin.

Approved and adopted this 26th day of June 2023.

Authorized

Signature: \_\_\_\_\_

Robert Schmeichel  
Town of Neenah Chairman

Attest: \_\_\_\_\_

Ellen Skerke  
Town of Neenah Administrator-Clerk-Treasurer

Exhibit A  
Town of Neenah  
Compensation Schedule

as of January 1, 2023 - Revised June 26, 2023

REVISED  
RATE

|  |                         |                    |         |
|--|-------------------------|--------------------|---------|
| Chairman   | Annual Salary           | \$14,760.00        |         |
| Supervisor   | Annual Salary           | \$7,380.00         |         |
| Administrator/Clerk/Treasurer                      | Annual Salary           | \$66,700.00        |         |
| Administrator/Clerk/Treasurer Wisconsin Retirement | 6.80 % of Annual Salary | \$4,536.00         |         |
| Deputy Clerk / Treasurer                           | Rate per Hour           | \$18.00 - \$21.00  |         |
| Office Assistant                                   | Rate per Hour           | \$10.00 - \$15.00  |         |
| Per Diem - Half Day                                | Per Occasion            | \$45.00            |         |
| Per Diem - Full Day                                | Per Occasion            | \$90.00            |         |
| Roads / Storm Water Superintendent                 | Rate per Hour           | \$20.00            |         |
| Maintenance / Facilities Management Superintendent | Rate per Hour           | \$20.00            |         |
| Animal Control                                     | Rate per Call           | \$40.00            |         |
| 911 Sign Maintenance                               | Rate per Hour           | \$20.00            |         |
| Election Officials                                 | Rate per Hour           | \$10.00            |         |
| Firefighter / EMR -Business Meeting                | Per Meeting             | <del>\$20.00</del> | \$25.00 |
| Firefighter -Training Meeting                      | Per Meeting             | <del>\$20.00</del> | \$25.00 |
| EMR-Training Meeting                               | Rate per Hour           | \$20.00            |         |
| Firefighter - Fire Call 1st hour                   | Rate per Hour           | \$20.00            |         |
| EMR- Fire Call 1st hour                            | Rate per Hour           | <del>\$20.00</del> | \$25.00 |
| Firefighter / EMR - Fire Call additional hours     | Rate per Hour           | <del>\$12.00</del> | \$15.00 |
| Firefighter - Work Detail                          | Rate per Hour           | <del>\$12.00</del> | \$15.00 |
| Firefighter - Drills                               | Rate per Hour           | <del>\$12.00</del> | \$15.00 |
| Firefighter - State Mandated Training              | Rate per Hour           | \$10.00 *          |         |
| Firefighter - Inspections                          | Rate per Inspection     | <del>\$14.00</del> | \$15.00 |
| Fire Chief   | Annual Salary           | \$4,200.00         |         |
| <u>Fire Department Line/Staff Officers</u>         |                         |                    |         |
| Assistant Fire Chief(s)                            | Annual Salary           | \$1,500.00         |         |
| Captain(s) including Training Officer              | Annual Salary           | \$750.00           |         |
| Lieutenants(s)                                     | Annual Salary           | \$300.00           |         |
| <u>Fire Department Elected Officers</u>            |                         |                    |         |
| President  | N/A                     | N/A                |         |
| Vice President                                     | N/A                     | N/A                |         |
| Secretary  | Annual Salary           | \$250.00           |         |
| Treasurer  | Annual Salary           | \$250.00           |         |

Board members that fill in for any position as a temporary worker is paid the rate as noted in the compensation schedule for the position they are filling, effective April 10, 2012.

Town Board elected officials are paid Per Diems based on Town of Neenah Municipal Code section 1.01(1)f.

\* Payment for State Mandated Training will occur following proof of successful completion / Certification

Approved via Board Action on 06-26-2023 Resolution 2023-15

T:\Personnel\Compensation Schedules\Compensation Schedule 2023 REVISED

**Intergovernmental Cooperative Agreement to Satisfy Eligibility for the Wisconsin Recycling Consolidation Grant for Calendar Year 2024**

This agreement is made by and between the Cities of Menasha and Omro, the Villages of Fox Crossing and Winneconne, and Towns of Algoma, Black Wolf, Clayton, Neenah, Nekimi, Omro, Vinland, Winchester, Winneconne, and Wolf River, each of which is a municipal corporation, and each of which is a Responsible Unit as defined in Section 287.01(9) of the Wisconsin Statutes (collectively referred to as the “Responsible Units” or “RUs”) for purposes of implementing efficiencies related to operating an effective recycling program in accordance with ss. 287.11 and 287.24, Wis. Stats., and ch. NR 542, Wis. Admin. Code. This agreement is intended to qualify for the 2024 Wisconsin Recycling Consolidation Grant.

WHEREAS the RUs believe that, by working together in this cooperative agreement, they can more effectively and efficiently provide for the recycling education needs of their citizens; and

WHEREAS the RUs desire to collaborate in an effort to educate about recycling; and

WHEREAS the RUs recognize the importance of educating residents about recycling and their RU responsibility to do so; and

WHEREAS Winnebago County produced the 2023 Winnebago County Waste & Recycling Guide; and

WHEREAS Winnebago County developed the 2023 Winnebago County Apartment Recycling Guide; and

WHEREAS Winnebago County partnered with Brown and Outagamie Counties, collectively known as Tri-County Recycling, to fund, host, and promote the Waste Wizard Material Search Engine tool and a smartphone recycling app developed by Betterbin; and

WHEREAS the Winnebago County Waste & Recycling Guide, the Winnebago County Apartment Recycling Guide, the Waste Wizard Material Search Engine, and the Betterbin smartphone app provide comprehensive information on single-stream recycling guidelines, recycling plastic bags, proper medical sharps disposal, electronics recycling, universal waste recycling, household hazardous waste programs, pharmaceutical drop boxes and waste reduction tips; and

WHEREAS Section 66.0301(2) of the Wisconsin Statutes authorizes cooperation between municipalities and allows municipalities to contract with each other for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by law; and

WHEREAS each participating RU will maintain a copy of the other above listed RUs' cooperative agreements on file, given that not all cooperating RUs will be able to sign a single document;

IT IS THEREFORE AGREED THAT the above listed RUs have and will make available to its residents the 2023 Winnebago County Waste & Recycling Guide, the 2023 Winnebago County Apartment Recycling Guide, and Tri-County Recycling's Waste Wizard Material Search Engine & Betterbin smartphone app, recognizing additional and consistent education will reduce contamination and improve recycling, thereby enabling the processing and marketing of these recyclables in the most efficient and cost-effective manner possible.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
MUNICIPALITY

\_\_\_\_\_  
DATE

JOHN M. RABE, P.E.  
Director

www.winnebago-county-solid-waste.com  
solidwaste@winnebago-county-wi.gov



LANDFILL/ADMINISTRATION  
100 W. COUNTY RD. Y  
OSHKOSH, WI 54901

PHONE (920) 232-1800  
FAX (920) 424-1189

## **Winnebago County**

### **Solid Waste Management Board**

*The Wave of the Future*

**DATE:** June 13, 2023  
**TO:** Contracted Responsible Units  
**FROM:** Kathy Hutter – Operations Manager *KH*  
**RE:** WDNR Recycling Consolidation Grant 2024 Cooperative Agreement

Enclosed you will find the **Intergovernmental Agreement to Satisfy Eligibility for the Wisconsin Recycling Consolidation Grant for Calendar Year 2024**. Winnebago County Solid Waste will develop and provide your office with printed copies of the 2023 Winnebago County Waste & Recycling Guide later this year so that you may qualify for the WDNR Recycling Consolidation Grant Funds. New this year, Solid Waste will also make available a digital Winnebago County Apartment Recycling Guide to help facilitate outreach to a new audience. This resource will be made available on the Winnebago County Solid Waste website to download and a PDF will be distributed via email once finalized. Finally, as a partner of Tri-County Recycling, Winnebago County will continue to co-fund and promote the Waste Wizard Material Search Engine & Betterbin smartphone recycling app, along with distributing "Is that REALLY recyclable?" promotional magnets, stickers and business cards for these tools. Residents can access the Waste Wizard at: [www.recyclemoretricity.org/waste-wizard/](http://www.recyclemoretricity.org/waste-wizard/) or [www.winnebago-county-solid-waste.com](http://www.winnebago-county-solid-waste.com), and the Betterbin app can be downloaded in any app store.

**Please route the enclosed document for approval/signature and return via email or mail to me by Friday, August 18, 2023. If you would like a Word document version instead of PDF, please let us know.**

Note: The City of Neenah and City of Oshkosh pre-qualify for this grant due to population and are not included in this consolidation agreement.

Please contact Kathy Hutter at 920-232-1853 or email [KHutter@winnebago-county-wi.gov](mailto:KHutter@winnebago-county-wi.gov) if you have any questions.

JH/jh/KH

S:\Landfill\52811 Recycling Programs\811 RUGs\DNR Recycling Consolidation Grant\2024