

PUBLIC NOTICE OF MEETING

Town of Neenah, Winnebago County, Wisconsin

Governmental Body: Sanitary District #2 Committee Meeting
Date: Tuesday, August 12, 2025
Time: 7:00 p.m.
Location: Town Hall, 1600 Breezewood Lane

1. Call to Order
2. Open Forum
3. Approve July 8th, 2025 Meeting Minutes
4. Discussion / Action:
 - a. Approve August 12, 2025 Vouchers, Payroll and Bank Transactions
 - b. NMSC Report for July 2025
 - c. MCO Reports for July 2025
 - d. Review of Petition for Sanitary Sewer Extension for Homestead Acres Condominium Development
 - e. Lift Station #4 improvements
 - f. Lift Station #8 improvements
 - g. Schedule 2026 Budget Workshops
5. Old Business
 - a. Lift Station #5 Drainage
6. New Business
7. Future Meetings
 - a. Sanitary District #2 Meeting, Tuesday, September 9, 2025 at 7:00 p.m.
8. Adjourn

Closed Session Contemplated: NO

NOTES: Upon request, reasonable auxiliary aids and services will be provided for disabled individuals. If accommodations are required, please provide adequate advance notice to the Town Deputy Clerk-Treasurer at (920) 886-7545.

A quorum of the Town of Neenah Board and other Commissions or Committees may attend the meeting noticed above however no official action will be taken by them.

Notice was posted on August 7, 2025, at www.townofneenah.com and at the posting board located at the Town of Neenah Municipal Building, 1600 Breezewood Lane.

Town of Neenah Sanitary District #2

Regular Meeting held at Town Hall, 1600 Breezewood Lane, Neenah, WI 54956

Tuesday, July 8, 2025

Present: President Daniel Osero, Commissioner Duane Sargent, Commissioner Matt Schmeichel.

Also Present: Rob Franck, Steve Coburn, Administrator-Clerk-Treasurer Ellen Skerke.

Meeting called to order at 7:00 PM by President Osero.

Open Forum

- None

Approval of Minutes

Motion: D. Osero / D. Sargent to approve June 10, 2025, Sanitary District meeting minutes.

- R. Franck noted a correction MCO Report for May 2025 should read "The Sunset Terrace pumphouse level transducer failed and was replaced".

Motion carried with a noted changes by voice vote.

Discussion / Action:

Vouchers and Bank Transactions

Approve vouchers and bank transactions July 8, 2025

Motion: M. Schmeichel / D. Osero motion to approve vouchers and bank transactions.

- E. Skerke noted that she added additional items to the Voucher report – Diggers Hotline and Lynn Perry.

Motion carried voice vote.

NMSC Report for June 2025

- R. Franck reported that lift station #2 turbo control bearing failed. The part is currently on back order 2 to 3 months. The part is obsolete & finally came in & installed but the bearer isn't calibrate/synching. Also, all 5 wells/pumps are completed.

MCO Report for June 2025

- R. Franck reported pump assessments are scheduled on August 12th, 2025. Also, WE Energies will have to be put underground next month.
- D. Osero expects the cost for Lift Station #8 to be built will be approximately \$300,000 for next years' budget.

Old Business

- Update on Lift Station #5 no change. Northeast Asphalt met with B. Hamblin, waiting for restoration to be completed.
- D. Osero requested an update to the banking to include Matt Schmeichel.

New Business

E. Skerke reviewed the June 30, 2025 Budget Status report.

D. Osero discussed the televising that was delayed in the Spring, if the Fall works out it will get done, otherwise will do two districts in 2026.

Future Meetings

- Sanitary District #2 Commissioner Meeting, Tuesday August 12, 2025 at 7:00 pm.

Adjourn meeting:

Motion D. Osero / D. Sargent to adjourn. Motion carried. Meeting Adjourned at 8:00 p.m.

Respectfully Submitted,

Ellen Skerke

Town of Neenah Administrator-Clerk-Treasurer

Approval: DRAFT – Pending Approval

Voucher List Authorization - August 12, 2025

Bank Transfer (Transaction List)

<u>Date</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Reason</u>
8/13/2025	Savings	Checking	\$ 32,000.00	8-13-2025 Vouchers

Check Detail:

Accounts Payable:	\$ 31,680.61
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Notification of new Vendorr:	NONE
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Payroll	Gross Payroll	\$ -
	Expense Reimbursement	\$ -
	Total Gross w/ expense	\$ -
	Net pay	\$ -

Paid via Bank Transfer:	
Federal Tax/Medicare:	\$ -

Deposit Detail

<u>Date</u>	<u>Where</u>	<u>To</u>	<u>Amount</u>	
7/8/2025	Propsera	Savings	\$ 4,752.00	Sewer Use Fee
7/8/2025	Propsera	Savings	\$ 20.00	Real Estate Inquiry
7/15/2025	Propsera	Savings	\$ 13,464.00	Sewer Use Fee
7/22/2025	Propsera	Savings	\$ 2,376.00	Sewer Use Fee
7/22/2025	Propsera	Savings	\$ 5,544.00	Sewer Use Fee
7/29/2025	Propsera	Savings	\$ 3,696.00	Sewer Use Fee
7/31/2025	Propsera	Savings	\$ 3,452.00	Sewer Use Fee
7/31/2025	Propsera	Various	\$ 6,115.22	Interest earned

Account balances as of July 09, 2025 - after requested transfer per this Voucher List

	<u>PROSPERA CU</u>	<u>Prospera CD</u>	<u>WI LGIP</u>	<u>Total</u>
Checking	\$ 11,713		\$	11,713
Membership	\$ 25		\$	25
General Savings	\$ 330,238		\$ 810,341	\$ 1,140,579
Debt Service	\$ 35,228	\$ 138,659	\$	173,887
Replacement Fund	\$ 47,910	\$ 319,983	\$ 167,560	\$ 367,892
TOTAL	\$ 425,114	\$ 458,642	\$ 977,901	\$ 1,861,656

_____ Osero _____ Sargent _____ Schmeichel

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Town of Neenah Sanitary District #2
Check Detail
August 13, 2025

Accounts Payable
\$ 31,680.61

Num	Date	Name	Memo	Account	Paid Amount
3472	08/13/2025	Amazon Web Services, Inc		1011 - Checking - Prospera (150)	
	08/12/2025			6022 - GIS - Arc Reader	-8.70
TOTAL					-8.70
3473	08/13/2025	City of Neenah		1011 - Checking - Prospera (150)	
7/30/25 bill d...	08/12/2025		Cummings Ln Interceptor billing period 4-1-2025 thru...	6010-3 - Treatment - City of Neenah	-2,048.73
			Admin Fee Cummings Ln Interceptor billing period 4-...	6010-7 - Admin Fees	-32.73
7-30-25 stmt	08/12/2025		Cummings Ln Interceptor billing period 4-1-2025 thru...	6010-1 - Conveyance - City of Neenah	-1,365.75
			Billing Period 4/1/2025-5/1/2025 LS 2 and 3	6010-1 - Conveyance - City of Neenah	-2,895.20
			Admin Fee Billing Period 4/1/25 - 5/1/25 LS 2 and 3	6010-7 - Admin Fees	-28.95
TOTAL					-6,371.36
3474	08/13/2025	Diggers Hotline Inc.		1011 - Checking - Prospera (150)	
250 7 87901	08/12/2025			6020 - Maint of collection system	-120.60
TOTAL					-120.60
3475	08/13/2025	Great Lakes TV and Seal, ...		1011 - Checking - Prospera (150)	
23522	08/12/2025		cleaning LS 1-6 and 8-10	6021 - Inflow & Infiltration	-4,845.00
TOTAL					-4,845.00
3476	08/13/2025	McMahon, Inc.		1011 - Checking - Prospera (150)	
939683	08/12/2025		Lift Station #5 project	6120 - Engineering services	-432.78
939882	08/12/2025		Lift Station #8 Improvements	6022 - GIS - Arc Reader	-875.00
				6120 - Engineering services	-720.00
TOTAL					-2,027.78
3477	08/13/2025	MCO, Inc.		1011 - Checking - Prospera (150)	
32009	08/12/2025			6020-2 - Monthly Contract	-4,904.00
TOTAL					-4,904.00
3478	08/13/2025	Neenah Menasha Sewer C...		1011 - Checking - Prospera (150)	
2025-134	08/12/2025			6010-2 - Treatment - NMSC	-3,991.62
2025-140	08/12/2025		sludge storage building - loan payment	6010-2 - Treatment - NMSC	-279.00
TOTAL					-4,270.62
3479	08/13/2025	Northeast Asphalt		1011 - Checking - Prospera (150)	
710270-001	08/12/2025		final payment	6020-8 - LS 5 - 109 Poplar Ct	-8,400.00
TOTAL					-8,400.00
3480	08/13/2025	WE Energies		1011 - Checking - Prospera (150)	
	08/12/2025			6015 - Utilities	-732.55
TOTAL					-732.55

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08/11/25

Town of Neenah Sanitary District #2

Deposit Detail

July 2025

Type	Date	Name	Account	Amount
Deposit	07/08/2025		1025 · Savings - Prospera (125)	4,752.00
Payment	07/08/2025	9-1938 Klein, Kevin	12000 · Undeposited Funds	-264.00
Payment	07/08/2025	9-1933 Barbeau, Jeremy	12000 · Undeposited Funds	-264.00
Payment	07/08/2025	9-1944 Keesler, John	12000 · Undeposited Funds	-264.00
Payment	07/08/2025	1-1706 Gupta, Samir	12000 · Undeposited Funds	-264.00
Payment	07/08/2025	9-2031 Winkler, Joann	12000 · Undeposited Funds	-264.00
Payment	07/08/2025	9-2014 Niemuth, Larry	12000 · Undeposited Funds	-264.00
Payment	07/08/2025	9-2008 Merizon Family Holdings	12000 · Undeposited Funds	-264.00
Payment	07/08/2025	9-2025 Crist, Sandra	12000 · Undeposited Funds	-264.00
Payment	07/08/2025	9-2020 Williquette, Jeff	12000 · Undeposited Funds	-264.00
Payment	07/08/2025	1-1704 Phillips, Ronald	12000 · Undeposited Funds	-264.00
Payment	07/08/2025	1-1707 Tolly, Thomas	12000 · Undeposited Funds	-264.00
Payment	07/08/2025	9-2027 Schutten, Patricia	12000 · Undeposited Funds	-264.00
Payment	07/08/2025	9-1905 Ahles, John	12000 · Undeposited Funds	-264.00
Payment	07/08/2025	9-2010 DeNoble, Mary	12000 · Undeposited Funds	-264.00
Payment	07/08/2025	9-1911 Schmear, Christopher	12000 · Undeposited Funds	-264.00
Payment	07/08/2025	1-1713 Maxi, Margaret	12000 · Undeposited Funds	-264.00
Payment	07/08/2025	9-2033 Kees, Stephen & Kathryn	12000 · Undeposited Funds	-264.00
Payment	07/08/2025	9-2018 Perry, Lynn	12000 · Undeposited Funds	-264.00
TOTAL				-4,752.00
Deposit	07/08/2025		1025 · Savings - Prospera (125)	20.00
		Title Consultants, INC	4124 · Real Estate Inquiry Income	-20.00
TOTAL				-20.00
Deposit	07/15/2025		1025 · Savings - Prospera (125)	13,464.00
Payment	07/15/2025	9-1909 Lehman, Katherine/Fluette, Mark	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	(vinland) Spierowski, Tom	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-2013 Stoltzmann, Paulette	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-2034 Thomson, Darlene	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-1931 Gofner, Sharon	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-2015 Gould, Sandra	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-1936 Marker, John	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-1986 Poquette, Andy	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-1901 Olson, Kristin and Kyle	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-1942 Langohr, Nichole	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-1975 Mueller, Janet	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-2009 Graf, Steve	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	1-1701 Bero, Robert	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-2021 Schaefer, Donald and Shirley	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-2029 Johnson, Margaret	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-2011 Wallingford, William	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-1978 Wara, James and Julie	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	(vinland) Seidl, Lawrence & Katherine	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-1906 Spang, Matthew & Rachel	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-1977 Whitman, Kim & Erik	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-1939 Stiltjes, Matthew	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-1948 Benner, James	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-1951 McCarry, Randolph	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-1910 Dey, William	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	9-2037 Bauer, Ted	12000 · Undeposited Funds	-264.00
Payment	07/15/2025	Neenah, Town of (Keating)	12000 · Undeposited Funds	-1,320.00
Payment	07/15/2025	Neenah, Town of (Franzoi)	12000 · Undeposited Funds	-2,640.00
Payment	07/15/2025	Neenah, Town of (Mahler)	12000 · Undeposited Funds	-2,640.00
Payment	07/15/2025	9-1907 Piehl, David	12000 · Undeposited Funds	-264.00
TOTAL				-13,464.00

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08/11/25

Town of Neenah Sanitary District #2

Deposit Detail

July 2025

Type	Date	Name	Account	Amount
Deposit	07/22/2025		1025 · Savings - Prospera (125)	2,376.00
Payment	07/22/2025	9-2038 Spielbauer, Peggy	12000 · Undeposited Funds	-264.00
Payment	07/22/2025	9-1953 Kelly, Todd	12000 · Undeposited Funds	-264.00
Payment	07/22/2025	9-1912 Otto, Lyman	12000 · Undeposited Funds	-264.00
Payment	07/22/2025	9-1984 Peterman, Jeremy	12000 · Undeposited Funds	-264.00
Payment	07/22/2025	9-2005 Griffith, Debbie	12000 · Undeposited Funds	-264.00
Payment	07/22/2025	9-1908 Hoffman, James (1908)	12000 · Undeposited Funds	-264.00
Payment	07/22/2025	9-1947 White, Anthony	12000 · Undeposited Funds	-264.00
Payment	07/22/2025	9-2023 Wyman, Leslie	12000 · Undeposited Funds	-264.00
Payment	07/22/2025	9-2004 Delwiche, Carol	12000 · Undeposited Funds	-264.00
TOTAL				-2,376.00
Deposit	07/22/2025		1011 · Checking - Prospera (150)	5,544.00
Payment	07/22/2025	Neenah School District	12000 · Undeposited Funds	-5,544.00
TOTAL				-5,544.00
Deposit	07/29/2025		1025 · Savings - Prospera (125)	3,696.00
Payment	07/29/2025	9-1980 Williams, Valerie	12000 · Undeposited Funds	-264.00
Payment	07/29/2025	9-1937 Bellmore, John	12000 · Undeposited Funds	-264.00
Payment	07/29/2025	9-2002 Jolin, Carolyn	12000 · Undeposited Funds	-264.00
Payment	07/29/2025	9-1904 Jacob, Sandra	12000 · Undeposited Funds	-264.00
Payment	07/29/2025	9-2026 Berg, Harvey	12000 · Undeposited Funds	-264.00
Payment	07/29/2025	9-2019 Ressler, Dean or Wendy	12000 · Undeposited Funds	-264.00
Payment	07/29/2025	9-1957 Naleway, David	12000 · Undeposited Funds	-264.00
Payment	07/29/2025	9-1940 Kangas, Michael	12000 · Undeposited Funds	-264.00
Payment	07/29/2025	9-1935 Hjerstedt, Brian	12000 · Undeposited Funds	-264.00
Payment	07/29/2025	9-1932 Christopher, Matthew	12000 · Undeposited Funds	-264.00
Payment	07/29/2025	9-2003 Lembke, Jill	12000 · Undeposited Funds	-264.00
Payment	07/29/2025	9-1981 Lella, Daniel	12000 · Undeposited Funds	-264.00
Payment	07/29/2025	9-1903 Severin, Victoria	12000 · Undeposited Funds	-264.00
Payment	07/29/2025	9-1982 Shine, Lisa	12000 · Undeposited Funds	-264.00
TOTAL				-3,696.00
Deposit	07/31/2025		1025 · Savings - Prospera (125)	3,452.00
		First American Title Company	4124 · Real Estate Inquiry Income	-20.00
Payment	07/31/2025	9-1973 Monroe, Patrick	12000 · Undeposited Funds	-264.00
Payment	07/31/2025	9-1949 Rasmussen, Brad	12000 · Undeposited Funds	-264.00
Payment	07/31/2025	1-1703 Jackson, William	12000 · Undeposited Funds	-264.00
Payment	07/31/2025	9-2006 Kett, Richard & Yvonne	12000 · Undeposited Funds	-264.00
Payment	07/31/2025	9-1941 Zaretzke, Jane	12000 · Undeposited Funds	-264.00
Payment	07/31/2025	9-2035 Johnson, Gordon & Cindy	12000 · Undeposited Funds	-264.00
Payment	07/31/2025	9-1956 Fahrenkrug, Paul & Kelly	12000 · Undeposited Funds	-264.00
Payment	07/31/2025	9-2001 Rubbert, Kris	12000 · Undeposited Funds	-264.00
Payment	07/31/2025	9-1950 Grunwald, Michael & Larissa	12000 · Undeposited Funds	-264.00
Payment	07/31/2025	1-1711 Setton, George	12000 · Undeposited Funds	-264.00
Payment	07/31/2025	9-1976 Rasmussen, Derek & Stephanie	12000 · Undeposited Funds	-264.00
Payment	07/31/2025	9-1934 Elbe, Jacob & Dorn, Laci	12000 · Undeposited Funds	-264.00
Payment	07/31/2025	9-2017 Nussbaum, Kay	12000 · Undeposited Funds	-264.00
TOTAL				-3,452.00
Deposit	07/31/2025		1025 · Savings - Prospera (125)	813.70
			4151 · Interest earned - bank accounts	-813.70
TOTAL				-813.70

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08/11/25

Town of Neenah Sanitary District #2

Deposit Detail

July 2025

Type	Date	Name	Account	Amount
Deposit	07/31/2025		1065 · Replacement - Prospera (126)	70.70
			4153 · Interest earned - Replacement	-70.70
TOTAL				-70.70
Deposit	07/31/2025		1066 · Replacement Fund CD (1002)	1,129.53
			4153 · Interest earned - Replacement	-1,129.53
TOTAL				-1,129.53
Deposit	07/31/2025		1042 · Debt Service CD (1003)	489.46
			4152 · Interest earned - Debt Service	-489.46
TOTAL				-489.46
Deposit	07/31/2025		1011 · Checking - Prospera (150)	1.22
			4151 · Interest earned - bank accounts	-1.22
TOTAL				-1.22
Deposit	07/31/2025		1087 · WI LGIP	3,610.61
			4151 · Interest earned - bank accounts	-3,610.61
TOTAL				-3,610.61