



BOARD OF WATERWORKS COMMISSIONERS AGENDA

February 16, 2026 at 3:30 PM

Water Utility Admin Office, 72 Park Avenue, Sheboygan WI

Persons with disabilities who need accommodations to attend this meeting should contact the Sheboygan Water Utility, (920) 459-3805. Persons other than commission, committee, and board members who wish to participate remotely shall provide notice to the Utility at 920-459-3805 at least 24 hours before the meeting so that the person may be provided a remote link for that purpose.

OPENING OF MEETING

1. Pledge of Allegiance

MINUTES

2. Approve minutes of the January 19, 2026 Board meeting

REPORTS

3. Financial reports and approval of vouchers
4. Superintendent's report including operations, construction-maintenance, and customer relations/fiscal

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5. Proposal for annual landscaping maintenance
6. Review bids on filter 7/8/9 reconstruction project
7. Update on UW Madison Civil and Environmental students' capstone academic project for Sheboygan Water Utility.
8. Inform Board of lead service line (LSL) replacement quotation results for customers
9. Request buy-out on lease of Takeuchi TB290 mini excavator

PERSONNEL

10. Update Board on 2025 performance evaluation/wage increase results

NEXT MEETING

11. Next meeting will take place on: March 16, 2026

ADJOURN

12. Motion to Adjourn

In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

*City Hall • Mead Public Library
Sheboygan County Administration Building • City's website*



REPORT OF BILLING

JANUARY 2026

| | <u>2026</u> | <u>2025</u> | <u>Increase or (Decrease)</u> |
|--|-------------------|-------------------|-----------------------------------|
| <u>Quarterly Metered*</u> | | | |
| <i>(Dist II - between Union and Superior Ave.)</i> | | | |
| Residential | 262,998.60 | 230,031.18 | 32,967.42 |
| Multi-Family | 39,703.06 | 34,933.42 | 4,769.64 |
| Commercial | 90,945.21 | 76,386.47 | 14,558.74 |
| Industrial | 8,021.08 | 6,415.04 | 1,606.04 |
| Public | <u>11,516.20</u> | <u>10,417.62</u> | <u>1,098.58</u> |
| Subtotal | 413,184.15 | 358,183.73 | 55,000.42 |

* Billing for scheduled district only for the three preceding months usage.

| | | | |
|------------------------|-------------------|-------------------|--------------------|
| Public Fire Protection | 81,318.33 | 69,211.93 | 12,106.40 |
| Monthly Metered | <u>348,534.82</u> | <u>369,334.97</u> | <u>(20,800.15)</u> |
| Sheboygan Net | 843,037.30 | 796,730.63 | 46,306.67 |
| Sheboygan Falls | 74,070.64 | 73,393.80 | 676.84 |
| Kohler | <u>40,455.03</u> | <u>30,763.56</u> | <u>9,691.47</u> |
| Total | 957,562.97 | 900,887.99 | 56,674.98 |

Total accumulative billing for 2026 is \$957,562.97. An increase of \$56,674.98 from 2025 accounted for as follows:

| | <u>2026-Total Year to Date</u> |
|-----------------|--------------------------------|
| Sheboygan | 46,306.67 |
| Sheboygan Falls | 676.84 |
| Kohler | <u>9,691.47</u> |
| | 56,674.98 |

Total bills mailed January, 2026: 6,369

| | | | |
|------------------|--------------|----------------|------------|
| Residential | 5,280 | Wholesale | 5 |
| Multi-Family | 110 | Multi-Family | 12 |
| Commercial | 781 | Commercial | 20 |
| Industrial | 34 | Industrial | 68 |
| Public | 56 | Public | 3 |
| Quarterly | 6,261 | Monthly | 108 |



CASH RESERVE
January 31, 2026

| | |
|--|-------------------------|
| Ending balance on report for December 31, 2025 | 12,614,004.47 |
| Plus: Receipts | 288,055.01 |
| Misc Receipts | 4,039.19 |
| Direct Pay Receipts | 592,836.59 |
| LSL Repayment | 20,973.39 |
| Money Market/CDARs Accrued Interest | 12,592.62 |
| Minus: | |
| Disbursements - vendors and payroll | (1,734,479.81) |
| Bank Service Fees & Credits | 154.86 |
| Health & Dental Claims/Adm Costs | (80,149.21) |
| NSF Checks & Customer Refunds | (271.16) |
| Invoice Cloud/Paymentech Deposit Fees | (11,051.48) |
| Reallocate Sewer/Garbage - monthly | (564.31) |
| Reallocate Sewer/Garbage - payments | (7.01) |
| SDWLP LSL Reimbursement | - |
| WRS for Rounding | (0.05) |
| Automated Credit Card Payments | (2,419.08) |
| Utility Water Payments | (3,475.19) |
| Postage | (3,000.00) |
| Ending Balance January 31, 2026 | \$ 11,697,238.83 |

| | |
|-------------------------------------|------------------------|
| Note: The above amount includes: | |
| Bond Reserve Fund | 534,909.38 |
| LSL Revolving Loan Fund | 992,528.54 |
| Money Market Investment | 1,040,806.81 |
| CDARS1 | 554,950.11 |
| CDARS2 | 1,675,759.00 |
| CDARS3 | 1,116,119.67 |
| CDARS4 | 1,012,311.34 |
| Total | \$ 6,927,384.85 |
| General Unrestricted Operating Cash | 4,769,853.98 |



APPROVAL OF VOUCHERS
January 31, 2026

| | |
|--------------------------------------|------------------------|
| <u>Total Of The General Vouchers</u> | <u>\$ 1,376,020.26</u> |
| <u>Gross Payroll *</u> | <u>\$ 327,689.95</u> |
| <u>Net Payroll *</u> | <u>\$ 203,505.40</u> |

* Three pay periods in January

BOARD OF WATER COMMISSIONERS

PRESIDENT

SECRETARY

MEMBER

SUPERINTENDENT

LSL Summary 2026

| DNR SDWLP LSL | 2026 | | | | | | 2026 - PENDING SDWLP CLOSE *** | | | | | |
|-------------------|----------------|--------------|--------------|--------------|----------------|------|--------------------------------|------------|--------------|------------|------------|-----------|
| | 4901-11 | | 4901-13 | | 4901-14 | | 4901-16 | | 4901-17 | | 4901-18 | |
| | DCT 1, 5, 8 | | DCT Citywide | | DCT 5, 8, 114 | | DCT 8, 114, 2.01 | | DCT Citywide | | DCT 5 | |
| Percent Funding | 75% | 25% | 50% | 50% | 100% | 0% | 75% | 25% | 50% | 50% | 100% | 0% |
| Funding Type | Grant | Loan | Grant | Loan | Grant | Loan | Grant | Loan | Grant | Loan | Grant | Loan |
| Beginning Balance | \$ 2,246,622 | \$ 846,365 | \$ 125,000 | \$ 165,000 | \$ 3,000,000 | \$ - | \$ 2,679,600 | \$ 893,200 | \$ 247,500 | \$ 247,500 | \$ 827,200 | \$ 11,000 |
| Activity * | \$ (2,136,039) | \$ (846,365) | \$ (125,000) | \$ (125,417) | \$ (1,616,125) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Remaining Balance | \$ 110,583 | \$ - | \$ - | \$ 39,583 | \$ 1,383,875 | \$ - | \$ 2,679,600 | \$ 893,200 | \$ 247,500 | \$ 247,500 | \$ 827,200 | \$ 11,000 |

| Cumulative Community Grants for LSL Replacement: ** | TOTAL | 2025 | 2024 | 2023 | 2022 | 2021 | 2020 | 2019 | 2018 | 2017 |
|---|--------------|--------------|--------------|------------|------------|------------|-----------|-----------|------------|------------|
| | \$ 4,588,114 | \$ 1,808,325 | \$ 1,541,054 | \$ 151,358 | \$ 253,642 | \$ 200,788 | \$ 37,634 | \$ 92,024 | \$ 305,252 | \$ 198,036 |

* Current year activity includes both paid and committed funds.

** Cumulative grants include both paid and receivable from the DNR.

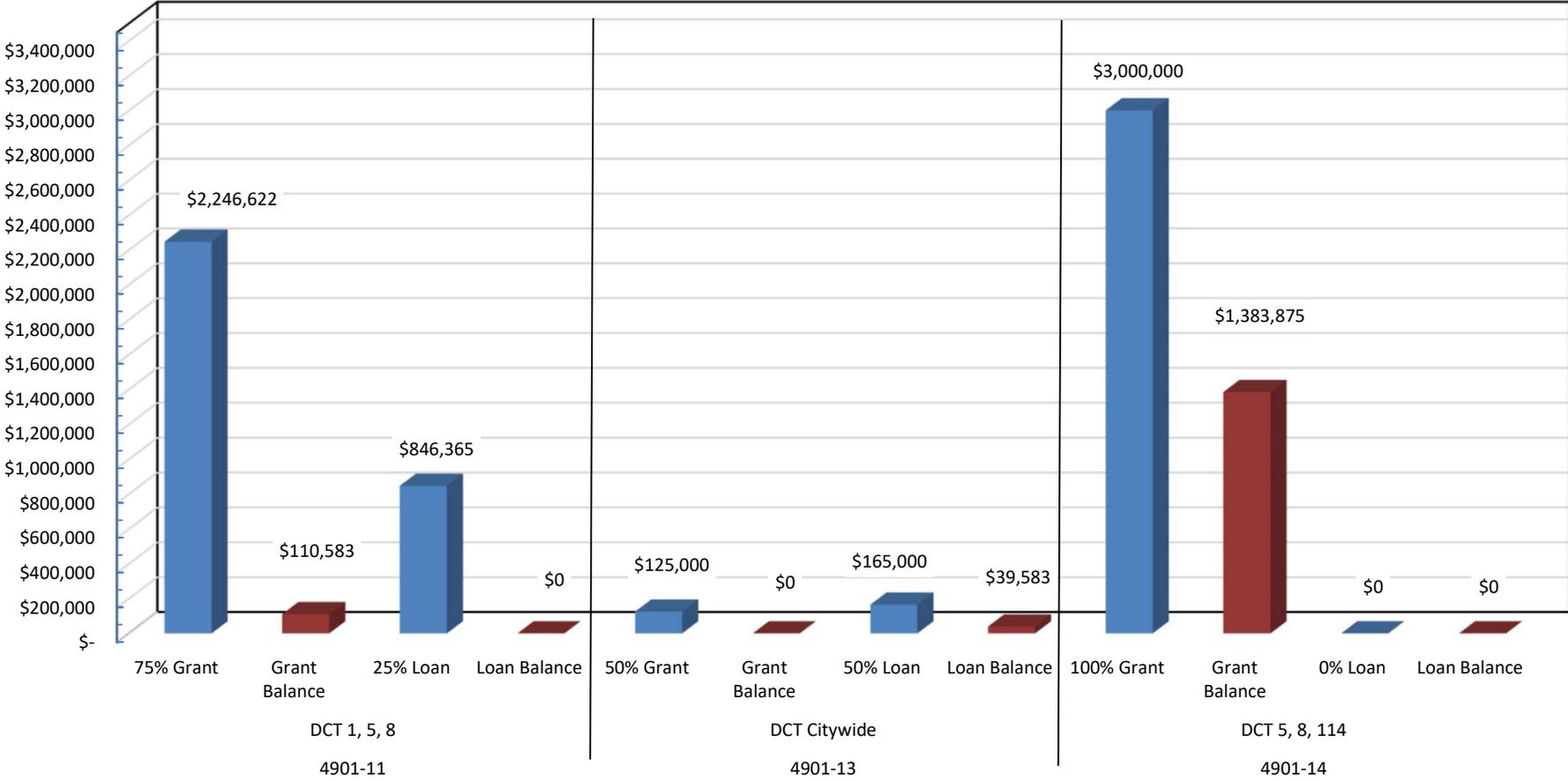
*** 2026 amounts are confirmed on the DNR SDWLP final funding list and must close no later than 09/30/2026.

Average cost of replacement on projects is about \$8,000 to \$9,000 per LSL.

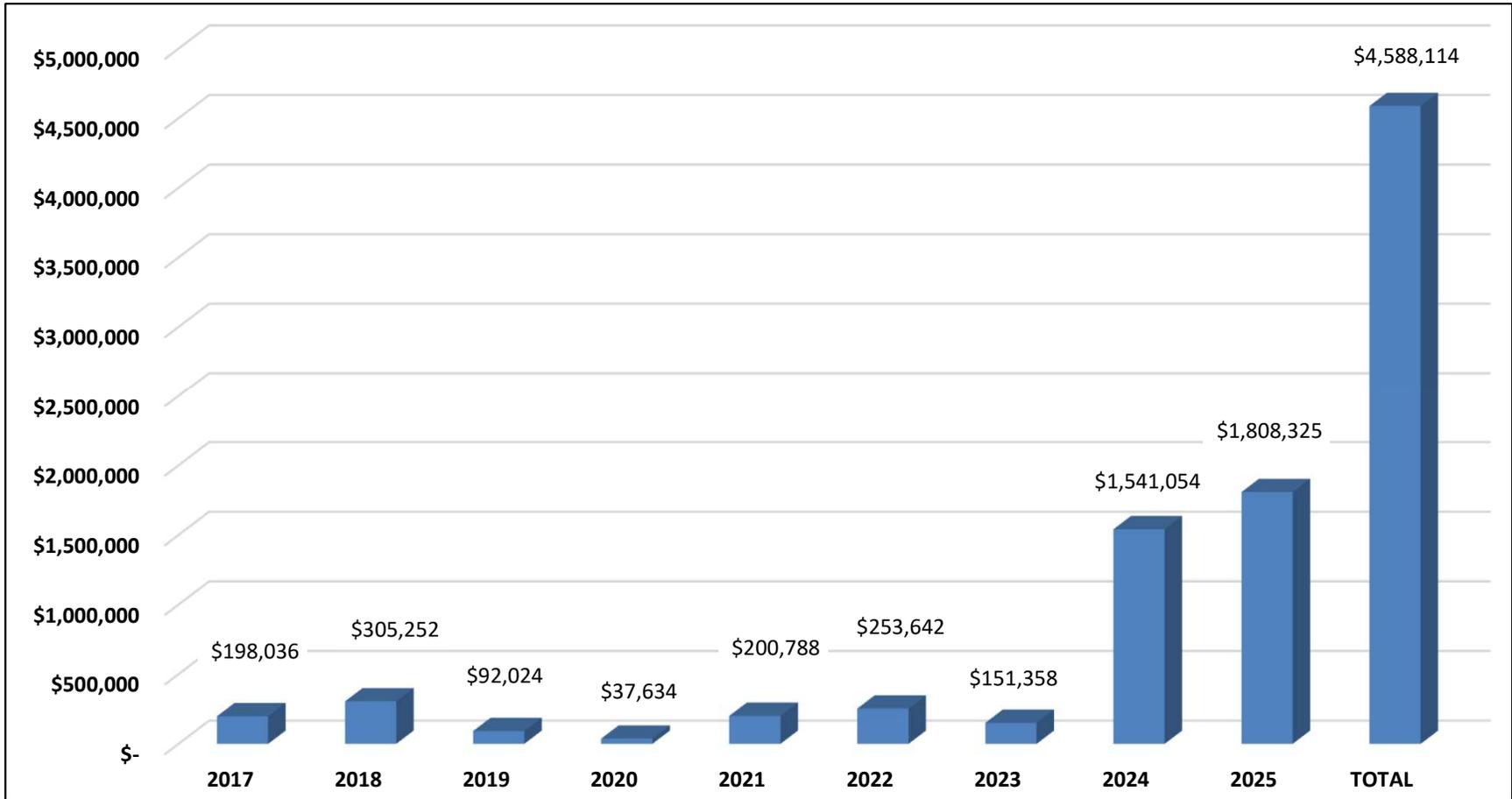
Average cost of replacement on spot / emergencies is about \$10,000 - \$12,000 per LSL.

Each SDWLP funded project must be spent down within two years. All 2025 projects must be spent down by 12/31/26. All 2026 projects must be spent down by 12/31/2027.

DECEMBER 2025 LSL GRANT & LOAN BALANCES



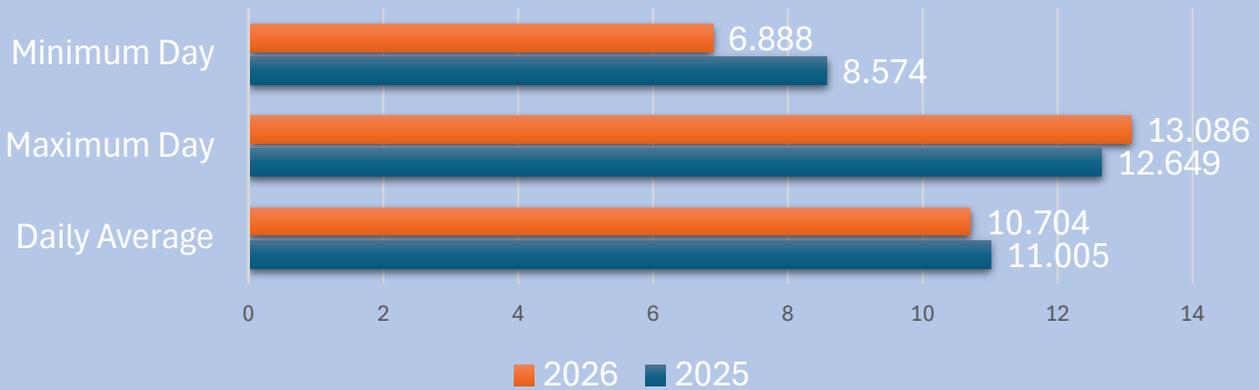
Community Grants for LSL Replacement



OPERATIONS MONTHLY REPORT

PUMPING

Raw Water Pumpage (MGD)



Finished Water Pumpage (MGD)



320,040,000
Gallons Pumped YTD

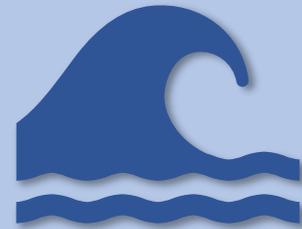
JANUARY
2026

OPERATIONS MONTHLY REPORT

WATER QUALITY

Raw Water

| | 2025 | 2026 |
|----------------------------------|-------|-------|
| Turbidity | 1.6 | 1.6 |
| pH | 8.19 | 110.6 |
| Alkalinity | 106.6 | 110.6 |
| Temperature | 35.6 | 35 |
| Positive Bacteriological Testing | 0 | 0.9 |



Finished Water

| | 2025 | 2026 |
|-------------------------|-------|-------|
| Turbidity | 0.045 | 0.041 |
| pH | 7.71 | 7.73 |
| Alkalinity | 104.1 | 104.2 |
| Temp. | 36.1 | 36.2 |
| Chlorine Residual | 0.9 | 0.88 |
| Fluoride Residual | 0.63 | 0.65 |
| Orthophosphate Residual | 1.45 | 1.55 |
| Bacteriological Testing | 0 | 0 |

ADDITIONAL ACTIVITIES

- ◆ Routine Plant Operations
- ◆ Routine Plant and Remote Site Maintenance
- ◆ Annual WDNR Lab Testing and Monitoring
- ◆ Annual Performance Evaluations
- ◆ Safety Equipment Checks
- ◆ Property grounds, cleaning, and building maintenance
- ◆ Safety program management and training
- ◆ Chemical Systems Maint
- ◆ Shift Coverage

JANUARY
2026

DISTRIBUTION MONTHLY REPORT

WATER MAIN

Water Main Installed

0'

YTD

Street, Curb, and Sidewalk Restoration

1,303

Cu Ft
YTD

Water Main Breaks



HYDRANTS YEAR TO DATE



Removed



Installed

VALVES YEAR TO DATE



Exercised

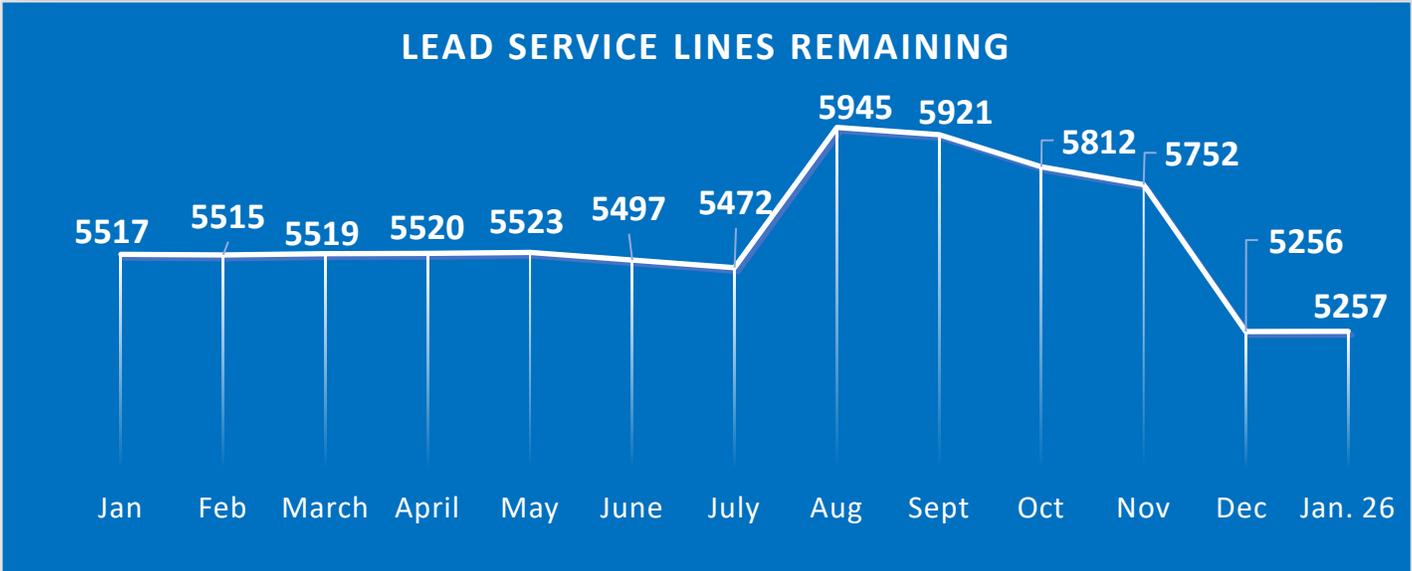


Installed

JANUARY
2026

DISTRIBUTION MONTHLY REPORT

LEAD SERVICE LINE INFORMATION



250

2025 Replacement Goal

0%

2025 Replacement Goal Completed

13

YTD WIDNR Lead Brochures Distributed

ADDITIONAL ACTIVITIES

- ◆ Finished LSL project designs.
- ◆ Submitted Clara Avenue Watermain project to WDNR for review.
- ◆ Began design on Julson Ct. Watermain project.
- ◆ Staff attended safety training from Fox Valley Safety.
- ◆ Installed new stairs for north side of pipe gallery in Filter Plant.



**JANUARY
2026**

CUSTOMER RELATIONS & FISCAL SUMMARY

PAYMENT TRANSACTIONS



PAPERLESS ENROLLMENT

5,195

CUSTOMER TRANSFERS

158

COLLECTIONS

District 3

\$1,379,735

Total Billed

\$232,313

Outstanding After Due Date

1098

Past Due Letters Mailed

394

Owner/Landlord Letters Mailed

\$33,710

Outstanding At Month End

METERS



107

Meters Installed/Replaced

107

Meters Tested

CROSS CONNECTION



106

Inspections Completed

WEBSITE VISITORS

4,637



JANUARY 2026

CUSTOMER RELATIONS & FISCAL SUMMARY

LEAK ALLOWANCES ISSUED

0 Customer Requests

0

CCF Allowed @ Reduced Rate



LEAD SERVICE LINE REPLACEMENT LOANS



ADDITIONAL CR/F ACTIVITIES

- ◆ Service Techs (STs) continue their work replacing meters due to age, and due to LSL replacements.
- ◆ Conducted small and large meter testing.
- ◆ Completed Performance Evaluations for CRF Staff.
- ◆ Service Techs read meters for District 2 and Monthly.
- ◆ Mailings, applications, and customer communications regard Lead Service Line Replacements and identification.
- ◆ ADA Accessibility work on website.
- ◆ Initial phase of Fiber Internet Project.
- ◆ Staff attended Fox Valley Safety Training.

JANUARY
2026



LANDMARK LANDSCAPES
300 FOREST AVE
SHEBOYGAN FALLS, WI 53085
Phone: 920-467-6442
marshallb@landmarklandscapesinc.com

January 26, 2026
Estimate# 16055

Joe Trueblood
Sheboygan Water Utility
72 Park Ave
Sheboygan, WI 53081

2026 Turf Cultural Practices Program

Your Landmark Landscape will be created from the ground up with sound horticultural practices and an unwavering commitment to safety. Our services are an expression of old-world craftsmanship blended with modern technology to help you achieve the ideal landscape for your property. From lawn and garden care to landscape design and construction, our team of professionals are here to exceed your expectations.

SCOPE OF WORK

Landmark Landscape, Inc., ("Landmark Landscape") shall provide the necessary labor, equipment, and materials to perform all landscape work in accordance with the landscape plan, including all specifications, and as described further below at the property located at 72 Park Ave, Sheboygan, WI 53081 (the "Work"). All Work will be performed in an efficient and cost-effective manner by uniformed and trained Landmark Landscapes associates using modern, well-maintained and presentable equipment. Proper personal protective equipment will be worn in accordance with OSHA regulations and all Work will be performed in accordance with the green industry's accepted best practices.

Spring Fertilization # of Occurrences: 1 Price Per Occur: \$58.49

- Application of milorganite to all turf areas.

Spring Fertilization Total: \$58.49

Broadleaf Turf Application # of Occurrences: 2 Price Per Occur: \$71.71

- 2 Applications of a broadleaf herbicide to turf.
- Late Spring / Early Summer.
- Late Summer / Early Fall.

Broadleaf Turf Application Total: \$143.42

Summer Fertilization # of Occurrences: 1 Price Per Occur: \$58.49

- Application of milorganite to all turf areas.

Summer Fertilization Total: \$58.49

Fall Fertilization # of Occurrences: 1 Price Per Occur: \$55.00

- Application of milorganite to all turf areas.

Fall Fertilization Total: \$55.00

Aeration # of Occurrences: 1 Price Per Occur: \$103.77

- Reduce thatch build-up.
- Relieve soil compaction.
- Reduce water runoff and puddling.
- Allow transfer of nutrients and water to the root system of the turf grass more efficiently.

Aeration Total: \$103.77

Conditions of Agreement

Proposal Created By: Marshall Boll / P: (920) 467-6442 / marshallb@landmarklandscapesinc.com / 300 Forest Ave, Sheboygan Falls, WI 53085

SITE ACCESS, STAGING OF MATERIALS AND EQUIPMENT

Client grants permission for use of Client's driveway and property as a staging area for construction materials and as access to the Work site. Landmark Landscapes Inc. will take reasonable precautions to protect the driveway and other surfaces from damage and shall have no liability for cracks and other damage to paved areas or damage to existing turf, landscape features or driveways and walkways that occurs despite the reasonable precautions taken by Landmark Landscapes.

CONTRACT TERM:

The term for this agreement is for one growing season. The approximate dates for which services shall be rendered are 3/1/2026 12:00:00 AM through 2/28/2027 12:00:00 AM.

BILLING AND PAYMENT TERMS:

Contract #16055 Terms: Net 30

Invoices will be sent on the first day of each month for the prior month's services. Payment in full is due within 30 days of the invoice date unless otherwise stated above. If payment is not received within 30 days of invoice date, services may be suspended until the account has been made current. Additionally, after 30 days, finance charges will be assessed in the amount of 1.5% of the late amount (18% per annum).

Credit Card Convenience Fee

Effective March 1, 2021 a convenience fee of 3% will be assessed to each credit/ debit card transaction. No fees will be applied for cash or check payments.

Fuel Surcharge

A fuel surcharge will be applied to labor rates of this contract and added to the invoice in event of a substantial cost increase in either diesel fuel or regular gasoline. The surcharge will come into effect when posted fuel prices from the E.I.A. rise above the current level in excess of 25%. Increases will be measured from the posted price of diesel and regular gasoline on the E.I.A website for the Midwest (PADD2) area for the week of 1/26/2026 6:20:49 PM.

Should either the price of gas or diesel have a 25% increase from aforementioned rates, a 3% fuel surcharge will be applied to your invoice(s). Should either the price of gas or diesel have a 50% increase from aforementioned rates, a 6% fuel surcharge will be applied to your invoice(s). Should either the price of gas or diesel have a 75% increase from aforementioned rates, an 8% fuel surcharge will be applied to your invoice(s).

INDEMNIFICATION

Client shall indemnify and hold Landmark Landscapes, its directors, officers, and employees harmless from and against any and all liabilities, losses, damages, costs, and expenses, including attorney's fees which Landmark Landscapes, its directors, officers, and employees may hereafter suffer in connection with any claim, action, or right of action (at law or in equity) because of any injury (including death) or damage to person or property which arises out of any act of negligence or willful misconduct by Client or its agents or invitees.

Landmark Landscapes shall indemnify and hold Client harmless from and against any and all liabilities, losses, damages, costs and expenses including attorney's fees which Client may hereafter suffer in connection with any

claim, action or right of action (at law or in equity) because of any injury (including death) or damage to person or property which arises out of any act of negligence or willful misconduct by Landmark Landscapes or its directors, officers, employees, agents, sub-contractors, material suppliers or invitees.

CHANGE ORDERS

After execution of this contract, any changes to the Work shall be accomplished by the written agreement of Landmark Landscapes and Client pursuant to a written change order (each a "Change Order"). Each Change Order shall be signed by Landmark Landscapes and Client and shall set forth the Change in the Work and adjustments to the Contract Price as required.

FORCE MAJEURE

No delay or failure in performance by Landmark Landscape shall constitute a default hereunder or give rise to any claim for damages, if, and to the extent, such delay or failure is caused by an occurrence beyond the reasonable control and without the fault or negligence of Landmark Landscapes and by which Landmark Landscapes is unable to prevent or provide against by the exercise or reasonable diligence, including, but not limited to, acts of God or the public enemy, expropriation or confiscation of facilities, material changes in applicable law, war, legal disputes, rebellion, sabotage or riots, floods, unusually severe weather, fires, explosions, pandemic, or other catastrophes (collectively, "Force Majeure"). This proposal does not include the cost of multiple mobilizations, temporary irrigation of or the holding of trees, shrubs or perennials that have been delivered to site, but cannot be installed due to Force Majeure events or the site not being ready when the client or general contractor has approved the area for landscaping. Landmark Landscapes will issue a Change Order should such situation arise.

UTILITIES

If Landmark Landscapes is required to excavate as part of performing the Work, Landmark Landscapes will notify Diggers Hotline prior to commencement of any excavation as required by law. The identification of the location of private utilities including but not limited to propane or natural gas lines, sewer laterals, sprinkler systems, drain tiles, ornamental lighting fixtures and wiring, existing landscape lighting fixtures and wiring, electric lines for detached structures and underground dog fences ("Private Utilities") is the responsibility of the Client. Landmark Landscapes bears no responsibility for damage to Private Utilities. If Client requests the marking of Private Utilities there will an additional cost for hiring a utility locating company.

CONFIDENTIALITY

This document and/or any attachments transmitted with it may contain confidential information belonging to Landmark Landscapes, Inc. and protected by copyright and privacy laws. All documents, designs, sketches, plans, renderings, representations, and creations remain the property of Landmark Landscapes, Inc., unless otherwise provided. The information in this document and/or any attachments is intended solely for the personal use of the intended recipient, and any unlicensed disclosure, copying, reproduction, distribution, dissemination, rendering, or use of this information is strictly prohibited.

ENTIRE AGREEMENT

This Agreement constitutes the entire Agreement between the parties and supersedes all prior negotiations, representations or agreements relating thereto, written or oral, except to the extent they are expressly incorporated herein. Unless otherwise provided for herein, no amendments, changes, alterations or modifications of this Agreement shall be effective unless in writing signed by Client and Landmark Landscapes.

SUCCESSORS & ASSIGNS

This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties hereto. Landmark Landscapes may subcontract part of the services, but such subcontracting shall not relieve Landmark Landscapes of any of its obligations under this Agreement.

GOVERNING LAW

This Agreement and the legal relations of the parties hereto shall be governed by the laws of the State of Wisconsin.

SEVERABILITY

The various terms, provisions and covenants herein contained shall be deemed to be separable and severable, and the invalidity or unenforceability of any of them shall in no manner affect or impair the validity or



Landmark
Landscapes

Total Property Care

Landmark Landscape's **Total Property Care System** is a comprehensive service package designed to solve all of your landscape needs with a single point of contact.

Let us know if we can assist you by adding any of these additional services:

Seasonal Services

- Annual Floral Installation & Maintenance
- Seasonal Displays
- Holiday Lighting
- Snow & Ice Management

Plant Health Care

- Tree Care and Removal
- Plant Bed Maintenance
- Mulch Installation
- Spring & Fall Cleanups
- Watering of Trees, Shrubs & Turf
- Winter Protection For Trees & Shrubs

Landscape Design Build

- Design Services
- Patio & Retaining Wall Installation
- Outdoor Kitchens
- Low Voltage Lighting & Sound Installations
- Landscape Enhancement Plantings

Turf Management

- Lawn Mowing
- Fertilization Program
- Dethatching
- Core Aeration
- Overseeding

Specialty Services

- Firewood Delivery & Stacking
- Mosquito Control
- Patio Furniture Cleaning & Storage
- Grill Cleaning
- Gutter Cleaning
- Garbage Collection

Technical Services

- Lighting System Inspection & Adjustment
- Irrigation System Management
- Water Feature Maintenance
- Fire Feature Management