



BOARD OF WATERWORKS COMMISSIONERS AGENDA

November 20, 2023 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 from the Oct. 16, 2023 meeting

REPORTS

- [3.](#) Financial reports and approval of vouchers
- [4.](#) Superintendent's report including operations, construction-maintenance, customer relations/fiscal, and the RWI project

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5. Election of officers
- [6.](#) Request to write-off account balances due to bankruptcy and/or uncollectibles
- [7.](#) Request purchase of replacement quad axle truck and purchase/lease of mini excavator
- [8.](#) Approval of proposal to remove filter media
- [9.](#) Approval of water treatment chemical proposals
10. Update on PFAS testing and possible settlement

PERSONNEL

11. Update on Utility Support Specialist recruitment

NEXT MEETING

12. Next meeting will take place on: December 18, 2023

ADJOURN

13. 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

OCTOBER 2023

	<u>2023</u>	<u>2022</u>	<u>Increase or (Decrease)</u>
<u>Quarterly Metered*</u>			
(Dist II - between Union and Superior Ave.)			
Residential	203,010.32	204,450.63	(1,440.31)
Multi-Family	27,386.95	27,521.43	(134.48)
Commercial	73,536.61	75,350.77	(1,814.16)
Industrial	5,564.27	5,876.14	(311.87)
Public	<u>20,904.53</u>	<u>19,221.99</u>	<u>1,682.54</u>
Subtotal	330,402.68	332,420.96	(2,018.28)
* Billing for scheduled district only for the three preceding months usage.			
Public Fire Protection	70,432.20	70,057.89	374.31
Monthly Metered	<u>411,991.76</u>	<u>408,587.40</u>	<u>3,404.36</u>
Sheboygan Net	812,826.64	811,066.25	1,760.39
Sheboygan Falls	49,658.17	54,787.48	(5,129.31)
Kohler	<u>30,864.56</u>	<u>30,837.78</u>	<u>26.78</u>
Total	893,349.37	896,691.51	(3,342.14)

Total accumulative billing for 2023 is \$8,555,882.49. An increase of \$11,373.66 from 2022 accounted for as follows:

	<u>2023 - Total Year to Date</u>
Sheboygan	80,935.81
Sheboygan Falls	(57,330.49)
Kohler	<u>(12,231.66)</u>
	11,373.66

Total bills mailed October, 2023: 6,439

Residential	5,363	Wholesale	5
Multi-Family	110	Multi-Family	9
Commercial	775	Commercial	20
Industrial	34	Industrial	65
Public	54	Public	4
Quarterly	6,336	Monthly	103



RETURN ON RATE BASE

October 31, 2023

	OCTOBER 2023	OCTOBER 2022
<u>Add 2 YR Average</u>		
Utility Plant Balance	\$ 88,622,183	\$ 72,823,904
Materials and Supplies Inventory	\$ 277,648	\$ 243,451
<u>Less 2 YR Average</u>		
Reserve for Depreciation	\$ 26,456,017	\$ 25,018,617
Customer Adv for Const	\$ 4,818,282	\$ 1,475,165
Average Rate Base	\$ 57,625,532	\$ 46,573,573
Net Operating Income YTD	\$ 1,553,998	\$ 1,933,729
Net Operating Income As a Percent of Average Net Rate Base	<u>2.70%</u>	<u>4.15%</u>

Rate base is calculated using the two year average balance in the following accounts:

Utility Plant Balance - includes all capital assets less any contributed capital assets.

Materials and Supplies Inventory - includes all materials and supplies on hand and in inventory.

Reserve for Depreciation - includes depreciation on capital assets less any contributed capital assets.



CASH RESERVE
October 31, 2023

Ending balance on report for September 30, 2023	<u>9,655,366.91</u>
Plus: Receipts	263,923.57
Misc Receipts	986.66
Direct Pay Receipts	460,721.34
LSL Repayment	20,001.26
Money Market/CDARs Investment Interest	11,056.34
Minus:	
Disbursements - vendors and payroll	(6,103,608.27)
Bank Service Fees	76.12
Health & Dental Claims/Adm Costs	(72,061.11)
NSF Checks & Customer Refunds	(1,674.67)
Unclaimed Property to State of Wisconsin	(6,463.21)
Invoice Cloud/Payments Deposit Fees	(9,498.55)
Reallocate Sewer/Garbage - payments	(64.11)
Reallocate Sewer/Garbage - monthly	1,995.03
EPA Community Grant Receipt	2,000,000.00
SDWL RWI Reimbursement	2,671,047.66
WRS Preliminary Reconciliation	(610.38)
Automated Credit Card Payments	(1,815.05)
Postage	(8,000.00)
Utility Water Payments	(5,343.09)
Ending Balance October 31, 2023	<u>\$ 8,876,036.45</u>

Note: The above amount includes:

Bond Reserve Fund	612,359.69
LSL Revolving Loan Fund	308,147.62
Money Market Investment	1,018,784.46
ARPA Money Market Restricted - RWI	360,052.66
6 Month CD	507,200.00
3 Month CD	1,529,337.85
9 Month CD	1,020,250.00
Total	<u>\$ 5,356,132.28</u>

General Unrestricted Operating Cash	3,519,904.17
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STATEMENT OF NET POSITION
OCTOBER 31, 2023 AND 2022

<u>Assets and Other Debits Utility Plant</u>	<u>Year to Date 2023</u>	<u>Year to Date 2022</u>	<u>Liabilities and Other Credits</u>	<u>Year to Date 2023</u>	<u>Year to Date 2022</u>
			<u>Proprietary Capital</u>		
Utility Plant	109,952,531	83,165,951	Capital Paid by Municipal	1,640,701	1,640,701
Depreciation- Utility Plant	29,340,431	27,737,388	Unapprop. Earned Surplus	61,964,707	51,528,238
Net Utility Plant	<u>\$ 80,612,100</u>	<u>\$ 55,428,563</u>	Total Proprietary Capital	<u>\$ 63,605,408</u>	<u>\$ 53,168,939</u>
<u>Other Property and Investments</u>			Bonds, Loans & Advances	25,979,553	11,226,674
Appropriated Funds	668,200	7,173,510	Total Long Term Debt	<u>\$ 25,979,553</u>	<u>\$ 11,226,674</u>
Bond Redemption Fund	612,360	644,320			
Net Pension Asset ¹	992,887	769,762			
Deferred Outflow - Pension & OPEB ¹	2,025,204	1,402,233	<u>Current & Accrued Liabilities</u>		
Total Other Prop & Investment	<u>\$ 4,298,651</u>	<u>\$ 9,989,825</u>	Accounts Payable	862	-
			Accrued Liabilities	1,351,820	1,153,846
			Unearned Revenue ⁴	342,707	6,602,798
			Total Current & Accrued Liab.	<u>\$ 1,695,389</u>	<u>\$ 7,756,644</u>
<u>Current and Accrued Assets</u>			<u>Deferred Credits</u>		
Cash & Investments	7,596,226	7,762,086	Bond Premium	138,849	171,721
Accounts Receivable	1,531,584	1,393,002	Pre 2003 Depr on Contributed Assets	4,143	29,277
LSL Loan Receivable ²	344,898	223,556	Other Deferred Credits	0	0
Grant Receivable - Restricted ³	0	17,790		<u>\$ 142,992</u>	<u>\$ 200,998</u>
Materials & Supplies Inventory	291,128	264,168			
Prepaid Expenses	15,953	18,304	<u>Operating Reserves</u>		
Total Current & Accrued Assets	<u>\$ 9,779,789</u>	<u>\$ 9,678,906</u>	Net Pension & OPEB Liability ¹	190,275	357,040
			Deferred Inflow - Pension & OPEB ¹	2,402,200	1,752,555
			Accrued Vac & Sick Leave	674,723	634,444
			Total Operating Reserve	<u>\$ 3,267,198</u>	<u>\$ 2,744,039</u>
Total Assets and Debits	<u>\$ 94,690,540</u>	<u>\$ 75,097,293</u>	Total Liab & Other Credits	<u>\$ 94,690,540</u>	<u>\$ 75,097,293</u>

¹ See full audited Financial Statements for disclosures and details regarding pensions and OPEB.

² Receivable related to the SWU LSL loan program.

³ Grants Receivable - Restricted pertains to the Lead Water Service Lateral Replacement Program funded by the DNR.

⁴Unearned Revenue is the remaining balance of unspent American Rescue Plan Act funding designated to the Raw Water Improvement project.



STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET POSITION
OCTOBER 31, 2023 AND 2022

	2023		2022		Incr (Decr)	% Incr/Decr
	MONTH	YTD	MONTH	YTD	YTD	YTD
Sales Revenue	\$ 904,363	\$ 8,315,051	\$ 908,646	\$ 8,329,980	\$ (14,930)	-0.18%
Other Water Revenue	\$ 4,660	\$ 50,078	\$ 4,739	\$ 44,391	\$ 5,687	12.81%
Total Operating Revenues	\$ 909,022	\$ 8,365,129	\$ 913,385	\$ 8,374,371	\$ (9,243)	-0.11%
Operating Expenses ¹	388,568	3,788,706	336,279	3,362,697	426,009	12.67%
Maintenance Expenses ²	46,465	745,167	70,871	702,822	42,346	6.03%
Depreciation Expenses	131,910	1,336,856	130,572	1,324,662	12,194	0.92%
Taxes ³	104,705	940,401	116,039	1,050,463	(110,061)	-10.48%
Total Operating Expenses	\$ 671,648	\$ 6,811,130	\$ 653,760	\$ 6,440,642	\$ 370,488	5.75%
Utility Operating Income	\$ 237,374	\$ 1,553,999	\$ 259,625	\$ 1,933,729	\$ (379,731)	-19.64%
Other Income & Expense						
Non-operating Grant Revenue	-	151,358	3,925	83,757	67,600	
Non-Operating Grant Expenses	-	(151,358)	(3,925)	(83,757)	(67,600)	
Bond Premium	2,739	27,394	2,739	26,644	749	
Interest Earned on Investments	11,098	98,645	6,961	39,285	59,361	
Contributions ⁴	2,071,721	6,686,234	-	2,950,330	3,735,903	
Other Expense	-	-	-	(17,086)	17,086	
Misc Amortization	2,094	20,945	2,094	20,945	-	
Bond Interest Expense	(43,748)	(438,076)	(25,033)	(252,634)	(185,442)	
Change in Net Position	\$ 2,281,279	\$ 7,949,139	\$ 246,388	\$ 4,701,213	\$ 3,247,927	

¹ The increase in Operating Expense is due to an increase in chemical costs, water treatment filter study and salaries, distribution locating services, electricity and fuel costs, third party billing implementation, web hosting services, increase in workers comp and liability insurance premiums, credit card fees, and costs related to the 2023 rate study.

² The increase in Maintenance Expense is due to maintenance of pumping structures, treatment equipment, maintenance in upper garage area, timing of hydrant maintenance and timing of intake maintenance compared to 2022.

³ The decrease in Tax Expense is due to a decrease in the City tax rates.

⁴ The Contributions in 2022 relate to American Rescue Plan Act funds contributed to SWU by the City of Sheboygan which was moved to Unearned Revenue at year end 2022. The Contributions in 2023 are earned revenues as ARPA funds are spent.



APPROVAL OF VOUCHERS
October 31, 2023

<u>Total Of The General Vouchers</u>	<u>\$ 5,888,739.21</u>
<u>Gross Payroll</u>	<u>\$ 199,879.53</u>
<u>Net Payroll</u>	<u>\$ 121,791.01</u>

BOARD OF WATER COMMISSIONERS

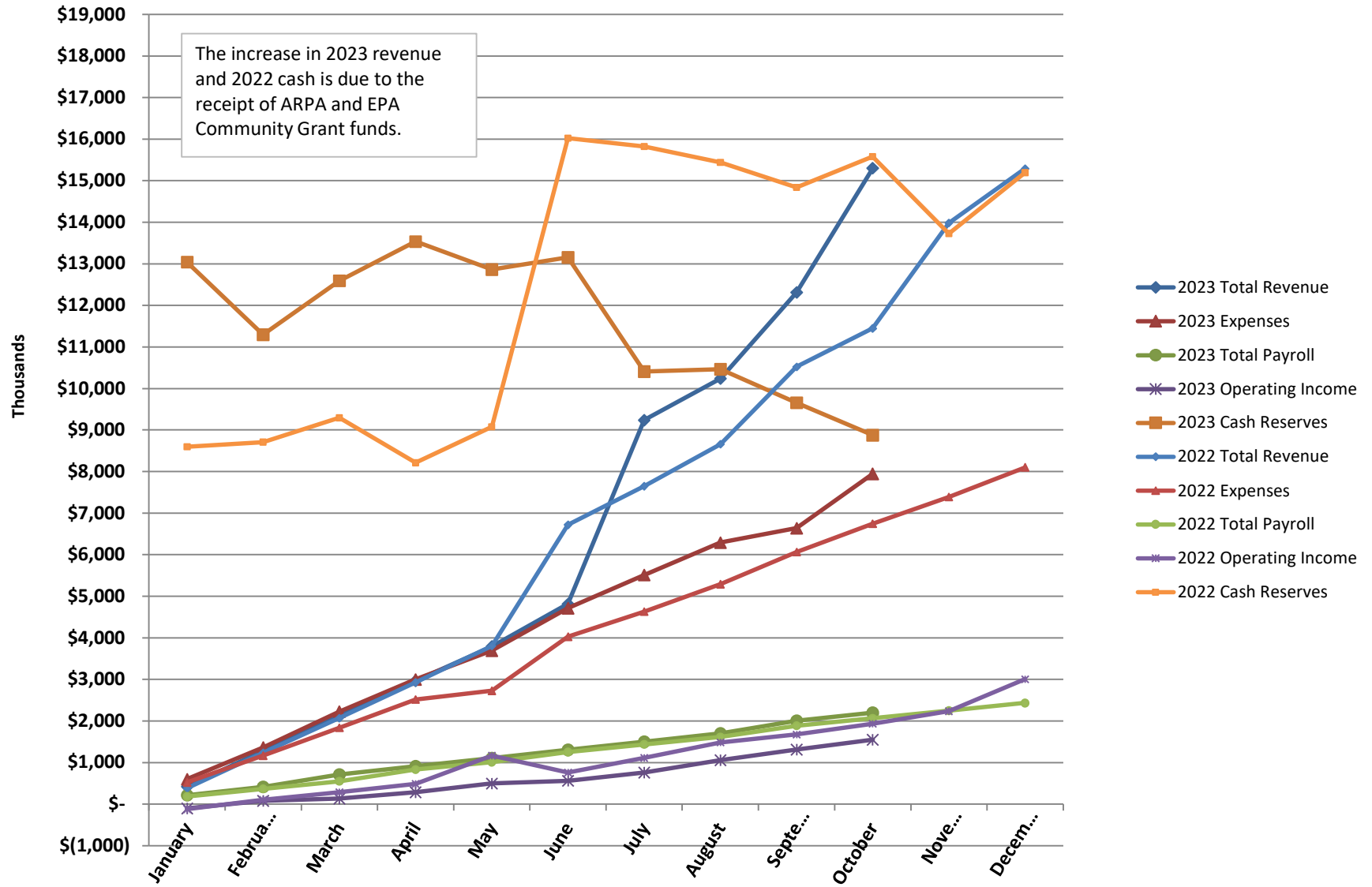
 PRESIDENT

 SECRETARY

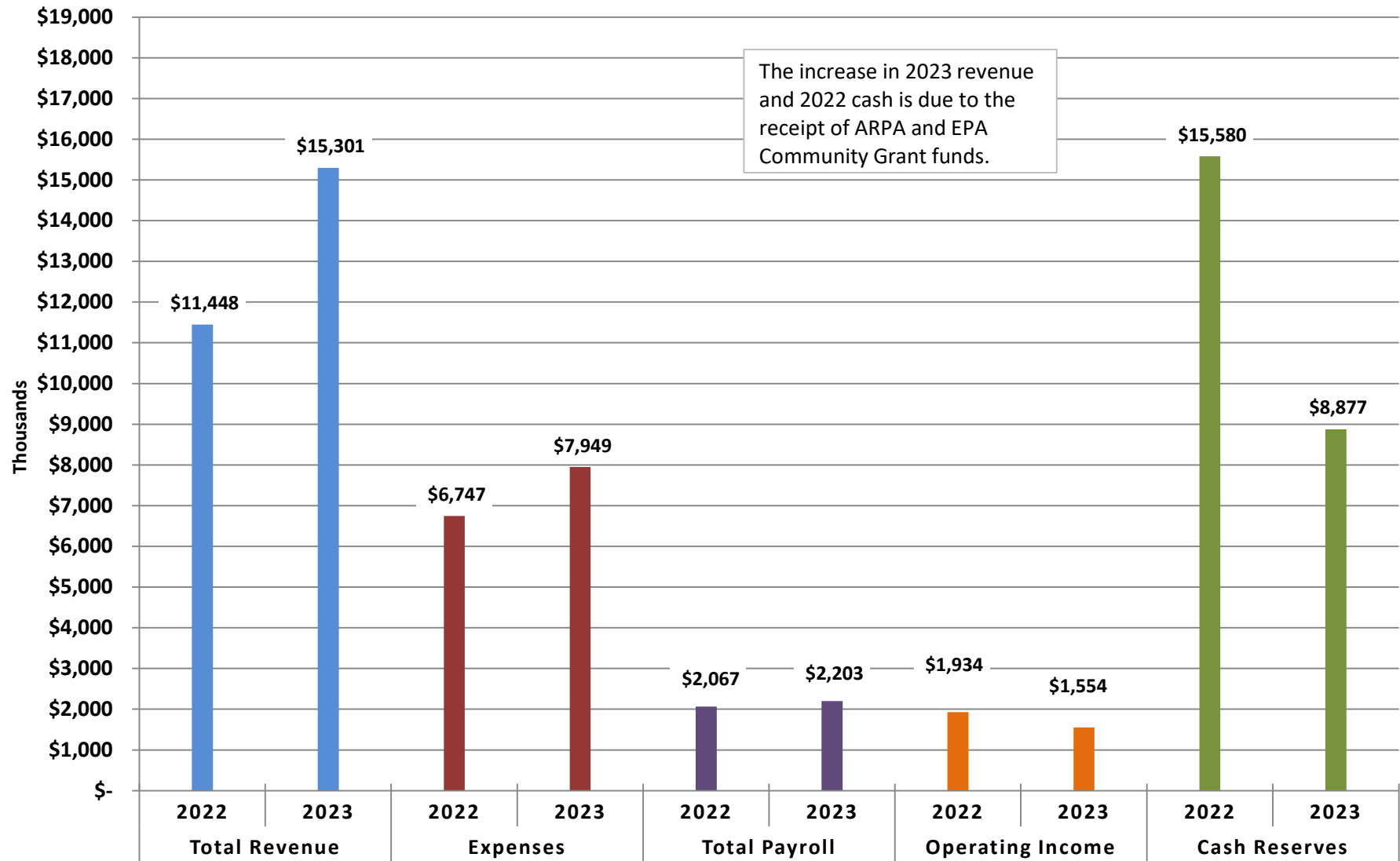
 MEMBER

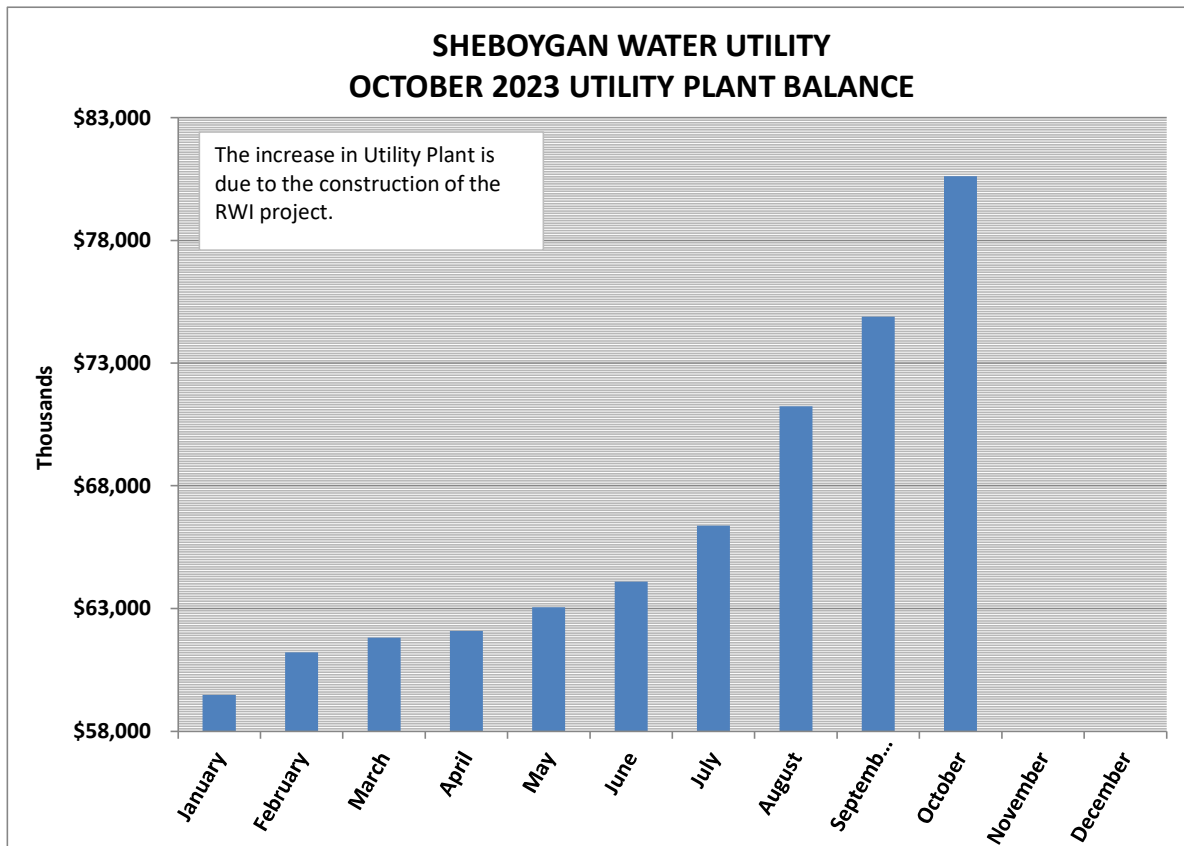
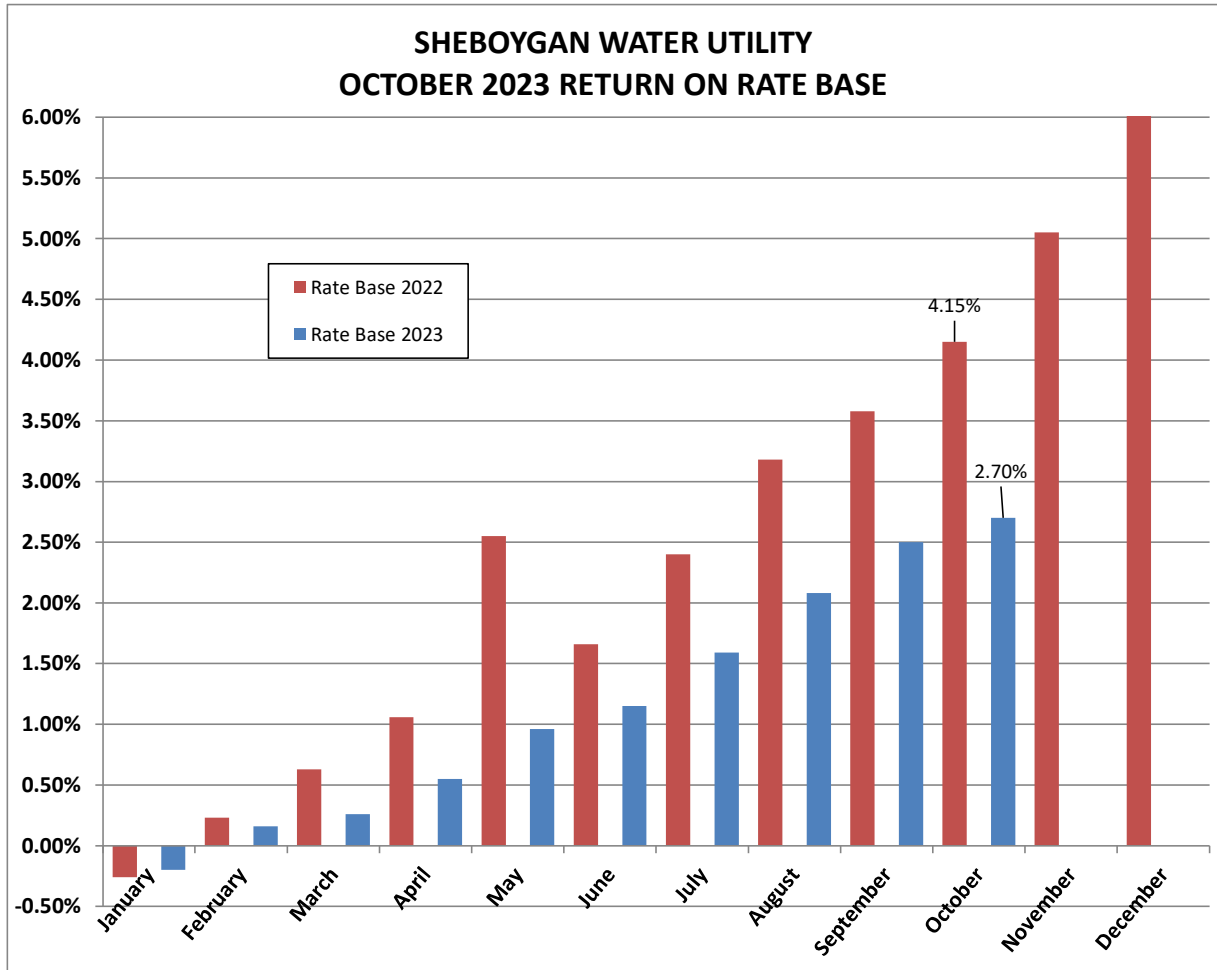
 SUPERINTENDENT

SHEBOYGAN WATER UTILITY OCTOBER 2023 MONTHLY FINANCIAL TREND



SHEBOYGAN WATER UTILITY OCTOBER 2023 YTD FINANCIAL POSITION





October 2023

OPERATIONS' DEPARTMENT MONTHLY REPORT

PUMPAGE	HIGH LIFT		LOW LIFT		2023 VS 2022
	2022	2023	2022	2023	HL
Total in MG	380.032	379.021	392.783	390.202	-0.27%
Daily Average (MG)	12.259	12.241	12.670	12.587	
Max. Day (MG)	14.413	15.188	14.747	15.326	2023 VS 2021
					HL
Gal/KwH	1,190	1,161	5,162	4,851	-3.37%
ELECTRICAL COSTS					
A. Pumping:	2022		2023		
	KwH	\$	KwH	\$	
High Lift	316,191	\$24,423.03	321,013	\$28,721.55	
Low Lift	75,571	\$5,837.21	80,116	\$7,168.14	
Wash Pump 1	1,400	\$108.14	2,100	\$187.89	
Georgia St. Bstr.	55,200	\$5,425.08	56,400	\$6,028.61	
Wilgus Ave. Bstr.	2,900	\$391.58	3,200	\$470.73	
EE Pit / Bstr.	5,073	\$652.93	5,415	\$763.73	
Erie Ave. Bstr.	13,600	\$2,115.79	13,600	\$2,388.76	
Sub Total	469,935	\$38,953.76	481,844	\$45,729.41	\$/KwH 14.5%
B. Treat./Fiscal/Misc.	2022		2023		
	KwH	\$	KwH	\$	
Office & Maint. Bldg.	6,422	\$828.31	8,392	\$1,174.32	
Filter Plant / Pump Station / 2nd Service	59,438	\$5,003.12	55,971	\$5,795.22	
Sub Total	65,860	\$5,831.43	64,363	\$6,969.54	\$/KwH 22.3%
C. Distribution:	2022		2023		
	KwH	\$	KwH	\$	
Taylor Hill Tank	913	\$133.30	360	\$68.96	
Kohler Meter Pit	0	\$0.00	0	\$0.00	
EE Tower	1,033	\$148.63	1,129	\$176.94	
Washington (PRV) Pit	179	\$41.67	205	\$49.72	
Sub Total	2,125	\$323.60	1,694	\$295.62	\$/KwH 15.3%
Total Electrical Costs	537,920	\$45,108.79	547,901	\$52,994.57	
Electrical Cost / MG		\$118.70		\$139.65	
NATURAL GAS COSTS					
	2022		2023		
	CCF Used	Cost	CCF Used	Cost	
Production Facility	777	\$574.05	1,220	\$568.00	
South Basin	890	\$723.40	471	\$343.73	
Georgia St. Bstr.	25	\$42.04	25	\$28.03	
Erie Ave. Bstr.	75	\$84.87			
Wilgus Ave. Bstr.	0	\$17.33	1	\$16.15	
Office & Maint. Bldg.	492	\$361.31	417	\$247.46	
Total Natural Gas Costs	2,259	\$1,803.00	2,134	\$1,203.37	\$/CCF -29.3%
Natural Gas Cost / MG		\$4.74		\$3.17	
CHEMICAL COSTS					
	2022		2023		
	Lbs. Used	Cost	Lbs. Used	Cost	
Alum	55,679	\$10,105.74	53,981	\$10,877.17	11.0%
Carbon	0	\$0.00	0	\$0.00	#DIV/0!
Chlorine	7,462	\$11,043.76	8,007	\$16,254.21	37.2%
Fluoride	1,879	\$2,611.81	1,549	\$3,131.30	45.4%
KMnO4	152	\$555.02	254	\$927.10	0.0%
Cationic Polymer	0	\$0.00	0	\$0.00	#DIV/0!
Liquid Phosphate	4,428	\$6,987.38	4,609	\$14,098.93	93.9%
Total Chemical Costs		\$31,303.71		\$45,288.72	44.7%
Chemical Cost / MG		\$82.37		\$119.34	
Grand Total		\$78,215.50	\$99,486.66		27.20%
Total Cost / MG		\$205.81	\$262.16		27.38%

YTD HL 2023 vs 2022	-1.12%	YTD HL HIGH DAY PUMPAGE	15.876	June 21, 2023
YTD HL 2023 vs 2021	-1.39%	YTD HL LOW DAY PUMPAGE	9.294	January 1, 2023

NOTE:

	YTD HL Ave Day
2023	12.460
2022	12.531
2021	12.641

COMPARATIVE SUMMARY OF PLANT OPERATIONS

October 2022

vs

October 2023

Pumping Record

High Lift

Low Lift

	2022	2023	Diff.		2022	2023	Diff.
Tot. Water in MG	380.032	379.021	-0.27%	Tot. Water in MG	392.783	390.202	-0.66%
Daily Average	12.259	12.241	-0.15%	Daily Average	12.670	12.587	-0.66%
Maximum Day	14.413	15.188	5.38%	Maximum Day	14.747	15.326	3.93%
Minimum Day	10.188	10.030	-1.55%	Minimum Day	10.753	9.978	-7.21%
By Natural Gas	3.922	6.825	74.02%	By Natural Gas	2.704	1.567	-42.05%
Power in KWH	316,191	321,013	1.53%	Power in KWH	75,571	80,116	6.01%
Gals. per KWH	1,190	1,161	-2.45%	Gals. per KWH	5,162	4,851	-6.03%
Power \$ / KWH	\$0.07724	\$0.08947	15.84%	Power \$ / KWH	----	----	----
Power \$ / MG	\$64.27	\$75.69	\$11.42	Power \$ / MG	\$14.86	\$18.37	\$3.51
Tot. Power \$/MG	\$119.06	\$140.04	\$20.98	Tot. Power \$/MG	----	----	----

Treatment Chem.

Lbs. Used

Cost

Total Lbs.	2022	2023	Diff.	Total Cost	2022	2023	Diff.
Alum	55,679	53,981	-3.05%	Alum	\$10,105.74	\$10,877.17	\$771.43
Carbon			#DIV/0!	Carbon	\$0.00	\$0.00	\$0.00
Chlorine	7,462	8,007	7.30%	Chlorine	\$11,043.76	\$16,254.21	\$5,210.45
KMnO4	152	254	67.11%	KMnO4	\$555.02	\$927.10	\$372.08
Polymer	0	0	#DIV/0!	Polymer	\$0.00	\$0.00	\$0.00
Liquid Phosphate	4,428	4,609	4.09%	Liquid Phosphate	\$6,987.38	\$14,098.93	\$7,111.55
Lb/ MG:				Cost / MG:			
Alum	141.8	138.3	-2.41%	Alum	\$25.73	\$27.88	\$2.15
Carbon	0.0	0.0	#DIV/0!	Carbon	#DIV/0!	#DIV/0!	#DIV/0!
Chlorine	19.0	20.5	8.01%	Chlorine	\$28.12	\$41.66	\$13.54
KMnO4	0.4	0.7	68.21%	KMnO4	\$1.41	\$2.38	\$0.96
Liquid Phosphate	11.3	11.8	4.78%	Liquid Phosphate	\$17.79	\$36.13	\$18.34
Fluoride:	2022	2023		Fluoride:	2022	2023	
Total Lbs.	1,879	1,549	-17.56%	Cost	\$2,611.81	\$3,131.30	\$519.49
mg/l applied as F	0.72	0.72		Cost/MG	\$6.88	\$8.26	\$1.38
Av. Res. Plt. Tap	0.70	0.70					

Water Quality:

Raw

TAP

	2022	2023
Turbidity	6.00	4.70
pH	8.26	8.29
Alkalinity	109.7	109.4
MF (E-Coli)	2.4	6.5
Temperature	50.2	54.8
Wash-H2O % /LL	2.26	2.35
Av. Flt. Run/hrs	92.0	95.4
Av. ROF / MG	1.45	1.43

	2022	2023
Turbidity	0.040	0.031
pH	7.62	7.63
Alkalinity	100.9	100.9
Plate Count	0.00	0.00
Colilert	0	0
Temp.	53.2	58.6
Cl Res.	0.88	0.87

Natural Gas:

	2022	2023		2022	2023	Diff.
Nat. Gas Heating	307	561	Plant & South Basin	\$1,213.18	\$385.54	(\$827.64)
Nat. Gas Pumping	614	1,130		\$585.99	\$526.19	(\$59.80)

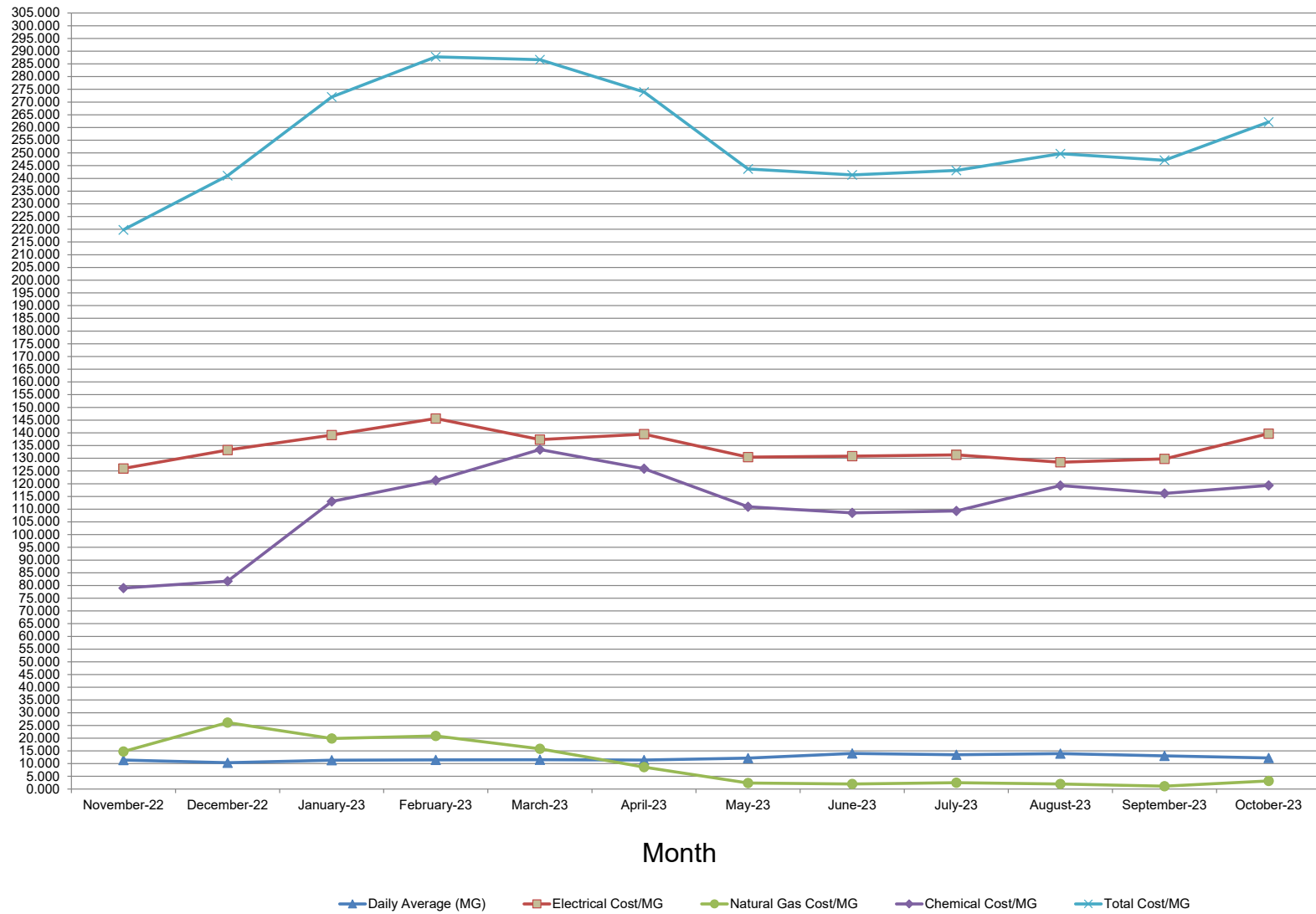
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	CCF	Cost	Natural Gas Cost	Natural Gas CCF
#3 Gas Pump	130.2	\$60.62	\$911.73	1,691
#4 Gas Pump	756.0	\$351.97		
#7 Gas Pump	110.0	\$51.21		
Electric Generator	134.0	\$62.39		
Pumping totals	1130.2	\$526.19		

October 2023

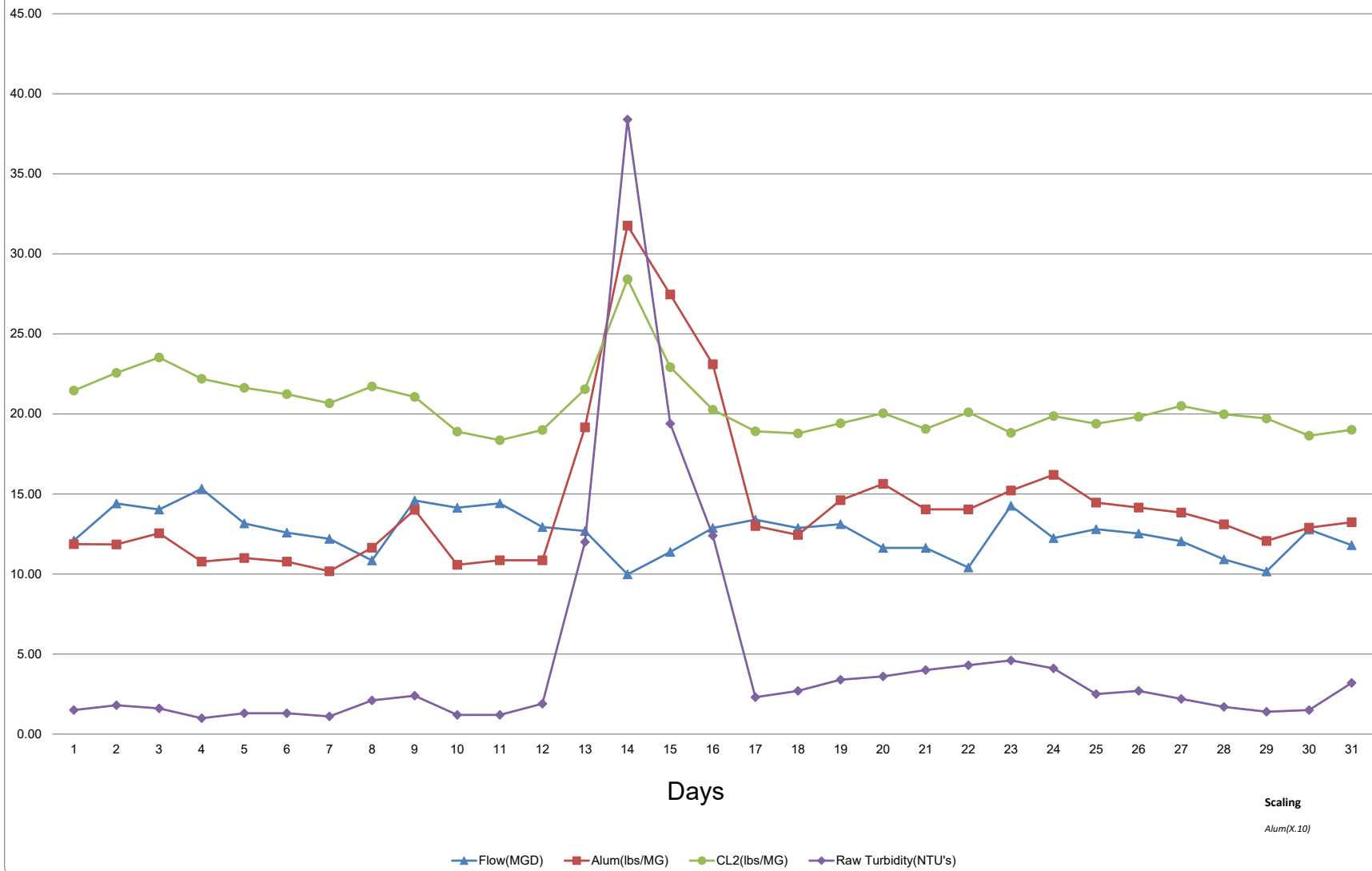
		11/1/2023	10/1/2023			11/1/2023	10/1/2023		
% Run	Elapsed Time:								
65.8%	No. 6 Pump	75,343.0	74,853.2	489.8	SLUDGE No. 1 Hour Meter	0.0	0.0	0	
3.31%	Wash Pump Meter	5,877.95	5,853.36	24.59	SYSTEM No. 2 Mag Meter	10,202,400	9,860,890	341,510	
0.6%	No. 7 Pump	845.0	840.6	4.4	Recycle Meter (Reset to zero each month)			341,510	
0.0%	No. 8 Pump	59,540.3	59,540.3	0.0					
99.3%	No. 9 Pump	31,997.0	31,258.0	739.0					
1.6%	Wash Pump 2	167	155	12	Power Cost	\$0.0894716	Bill >>>>	\$42,302.17	
	No. 1 Prime Pump	1,054.9	1,054.2	0.7		0.40268125	KWH >>>	472,800	
	No. 2 Prime Pump	1,136.4	1,134.9	1.5	Init. Chg.	\$41,228.51			
					\$	KWH			
Kw/Hr run	Watt hour Meters:				Kohler Pit			Low L. KWH	80,116
85.4	Wash Pump 1	1320.1	1317.1	2,100	Horizon	\$149.36	888	L.L. Cost \$	\$7,168.14
60.3	No. 9 Pump	6249.78	6205.22	44,556	Taylor	\$68.96	360	High L. KWH	321,013
#DIV/0!	No. 8 Pump	6837.1	6837.1	0	ALT. 72 Park	\$644.29	1,600	H.L. Cost \$	\$28,721.55
72.6	No. 6 Pump	2637.2	2510.2	35,560	Geo. Ave.	\$6,028.61	56,400	Total Cost	\$35,889.69
122.0	Wash Pump 2	17.564	16.344	1,464	Wilgus Ave.	\$470.73	3,200		
536.8	No. 1 Pump	10029.33	9951.322	78,008	EE Pit	\$763.73	5,415	Plant Costs	\$5,795.22
238.2	No. 2 Pump	4950.058	4937.507	12,551	EE Tower	\$176.94	1,129		
293.5	No. 3 Pump	1010.626	936.983	73,643	Washington	\$49.72	205		
#DIV/0!	No. 4 Pump			0	Office	\$1,174.32	8,392		
478.1	No. 5 Pump	12,756.010	12,599.199	156,811	Erie Ave.	\$2,388.76	13,600		
					Total	\$53,143.93	551,989		
	Garage (MWatt/Hrs.)	1,108.50	1,105.82	2,680					
	Power Co. (Step #3)	42,717	42,333	460,800					
	Left Meter - OUTSIDE								
	Volume Used:				SUMMARY				
	Nat. Gas (Correct)	46,182,796	46,091,569	114,672					
	Elapsed Time:								
	Emer. Generator	1,130.6	1,123.9	6.7	Tot. Pump	380.032	379.483	392.783	390.202
					Daily Ave.	12.259	12.241	12.670	12.587
					Max. Day	14.413	15.188	14.747	15.326
					Min. Day	10.188	10.030	10.753	9.978
% Run	Elapsed Time:				By Nat. Gas	3.922	6.825	2.704	1.567
19.5%	No. 1 Pump	18,598.5	18,453.1	145.3	Power KWH	316,191	321,013	75,571	80,116
7.1%	No. 2 Pump	21,115.00	21,062.31	52.69	Gals/KWH	1190	1161	5162	4851
33.7%	No. 3 Elec. Pump	3,459.3	3,208.4	250.9	Cost/KWH	\$0.07724	\$0.08947	*****	*****
0.6%	No. 3 Nat. Gas Pump	599.3	595.1	4.2	Cost/MG	\$64.27	\$75.69	\$14.86	\$18.37
0.0%	No. 4 Elec. Pump	0.00	0.00	0.0	Tot. Cost/MG	\$119.06	\$140.04	*****	*****
2.3%	No. 4 Nat. Gas Pump	126.2	109.4	16.8					
44.1%	No. 5 Pump	26,672.350	26,344.340	328.010					
0.2%	UV Building Generator	156.1	154.5	1.6					

Plant Operations: Expense Report



October 2023: Sheboygan Water Utility Plant Operations Summary

Item 4.





MONTHLY DISTRIBUTION DEPARTMENT REPORT

October 2023

Distribution System Maintenance:

- Finished final tie in for 16" watermain project on Gateway Drive.
- Worked with other Utility staff on the replacement of 20" transmission valve in suction well area.
- Concrete and right of way restoration on Gateway Drive watermain project.
- Nozzle and break flange repairs on hydrants that were struck by motor vehicles.
- Started first round of annual winter hydrant checks.
- Started annual inventory counting process.

Taps:

- 1" tap at 1731 N 12th St. LSL was removed from system.
- 1" tap at 534 Blackstock Ave. LSL was removed from system.
- 1" tap at 304 Park Ave. LSL was removed from system.
- 1" tap at 1640 S 12th Street. LSL was removed from system.

Building/Grounds Maintenance:

- General shop maintenance and cleaning.

Water Quality:

- Removed autoflushers from the distribution system.
- Completed seasonal dead end hydrant flushing.

Equipment Maintenance:

- Performed routine maintenance and repairs on construction equipment and vehicle fleet.

Engineering:

- Inspection work on N 15th and N 16th Street LSL project.
- Started water main design on Lincoln Avenue project.
- Monthly map and database updates.



Distribution System -- October 2023

Street Valves and Hydrant Valves Installed (including water main projects and others)

Location	Date Installed	Size ("), Jt	Installed By	Type
72 Park Ave - Filter Plant Suction Well Area	10/15/2023	20" MJ	SWU	B/F-N

Total Valves Installed = 1

Street Valves and Hydrant Valves Removed

Location	Installed	Abandoned	Type
----------	-----------	-----------	------

Total Valves Removed = 0

Street Valves and Hydrant Valves Abandoned

Location	Installed	Abandoned	Type
72A Park Ave. on N. discharge (north of pump sta.)	1908-1928?	10/15/2023	GV

Total Valves Abandoned = 1

Street Valves and Hydrant Valves Maintained

Location	Maintained	Size	By
----------	------------	------	----

Total Valves Maintained = 0

Hydrants Installed (including water main projects and others)

Location	Installed	Tr Size	Valve	By
----------	-----------	---------	-------	----

Total Hydrants Installed = 0

Hydrants Removed (including water main projects and others)

Location	Installed	Removed	Hyd Valve?
----------	-----------	---------	------------

Total Hydrants Removed = 0

Hydrants Abandoned (including water main projects and others)

Location	Installed	Abandoned	Tr Size	Hyd Valve?
----------	-----------	-----------	---------	------------

Total Hydrants Abandoned = 0

Hydrants Maintained/Moved (including water main projects and others)

Location	Installed	Maintained
----------	-----------	------------

Total Hydrants Maintained/Moved = 0

Water Main Breaks

Location	Date	Size
----------	------	------

Number of Water Main Breaks= 0

**SUMMARY**

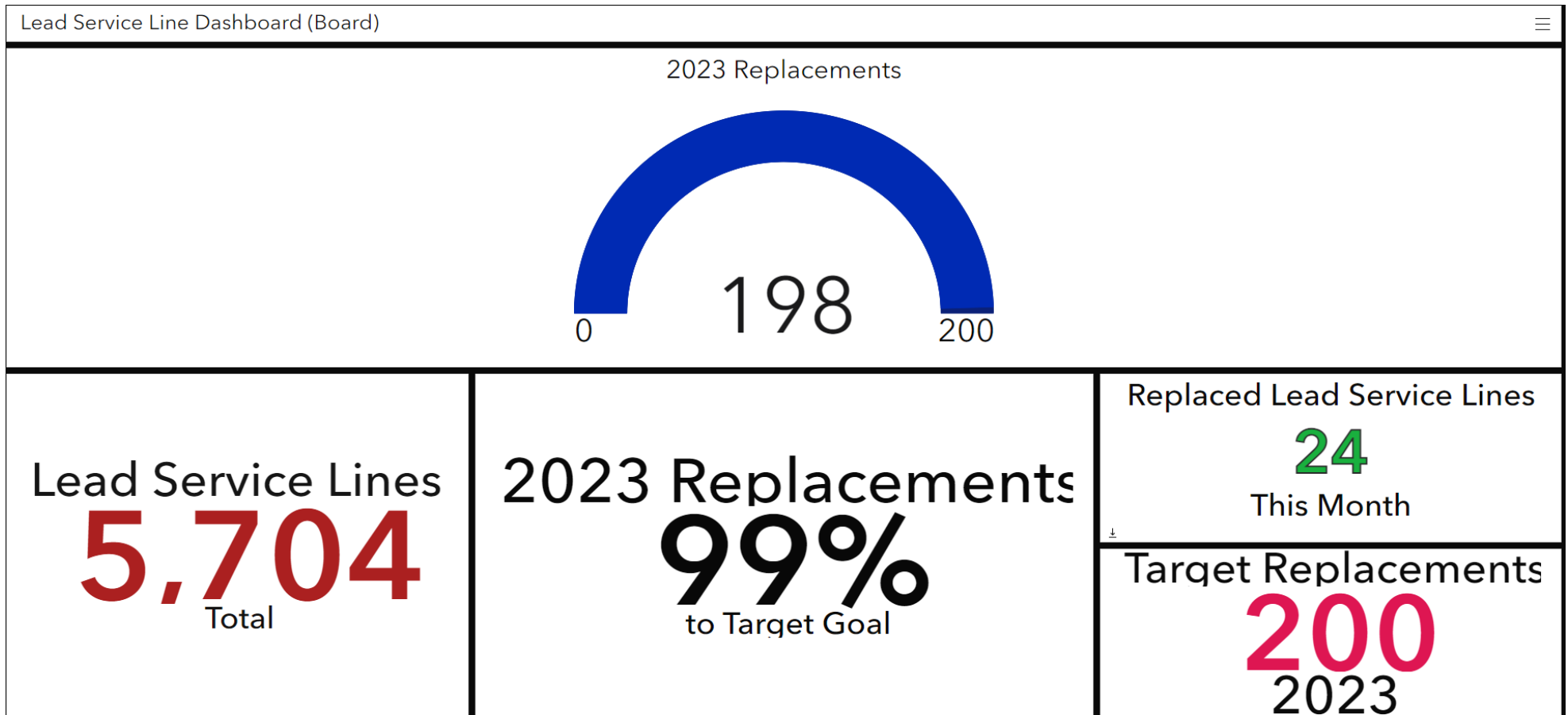
Number of feet of 4 inch water main installed	0.0	water main
Number of feet of 6 inch hydrant lead installed	0.0	
Number of feet of 6 inch water main installed	0.0	
Number of feet of 8 inch water main installed	0.0	
Number of feet of 12 inch water main installed	36.5	
Number of feet of 16 inch water main installed	0.0	
Number of feet of 20 inch water main installed	0.0	
Number of feet of 24 inch water main installed	0.0	
Number of feet of water main abandoned or removed	0.0	
Number of water main breaks repaired	0	hydrants
Number of hydrants installed	0	
Number of hydrants removed or abandoned	0	
Number of hydrants maintained or moved	0	valves
Number of street valves installed	1	
Number of hydrant valves installed	0	
Number of street valves removed or abandoned	1	
Number of hydrant valves removed or abandoned	0	
Number of valves maintained	0	
Number of water connections installed	4	



WATER MAIN AND APPURTENANCES INSTALLATION -- October 2023

Water Main Projects (including installation or abandonment of more than 3' of pipe by utility or contractors)

Location: 12" Water Main	Installed	New Valves	New Hyd.	New Hyd Valves	Aband. Valves	Aband. Hyd.	Remove Hyd.	Size " Installed	Feet Installed	New Hyd Lead	Size Aband.	Feet. Aband.	Feet. Rem.	By
Gateway Dr North Tie in	10/2/2023	0	0	0	0	0	0	12	36.5	0	0	0	0	SWU
Totals:		0	0	0	0	0	0	12	36.5	0	0	0	0	



ASHEBOYGAN WATER UTILITY

RAW WATER IMPROVEMENTS



CONSTRUCTION PROGRESS REPORT

November 2023

Project Description

This Project consists of the installation, testing, and commissioning of a new 4,250 SF low lift pump station, a new sixty-inch diameter raw water intake and future intake stub, a new chemical storage and feed system, yard piping and site improvements, and other associated work. C.D. Smith is the General Contractor and Kokosing is the subcontractor completing the intake work in Lake Michigan.

Monthly Progress

C.D. Smith has completed the following work this month:

- CDS erected forms, installed rebar and placed concrete for pump station approach slabs.
- CDS completed pump station face brick wall erection.
- Pieper began light installation activities inside pump station.
- Pieper began U/G electrical ductbank installations around the pump station.
- August Winter completed 20" watermain repair work.
- August Winter completed pressure test on portion of east and west 36" RW pipe.
- August Winter completed high lift suction pipe repairs for SWU.
- August Winter started 36" RW tie-in work.
- August Winter completed 3" sanitary installation and connection at Vollrath Blvd.
- Kokosing continued main line intake pipe installation.
- Nations Roof completed pump station roof insulation, fireproof plywood and water and ice shield installations.
- Michels erected forms, installed rebar and poured the concrete revetment pile cap.
- Allstates Rigging installed Kohler generators inside pump station.
- Porta Painting began interior pump station painting activities.
- Andrew Excavating began site grading around pump station and in ravine.

Contract Amount

To date, 74 % of the Contract value has been completed.

	Amounts
Original Cost of Project	\$41,289,000.00
Total Change Orders to Date	\$592,494.99
Total Cost of Project to Date	\$41,881,494.99
Total Completed to Date	\$30,991,610.82
Retainage	\$2,094,074.75
Approved Payments to Date	\$28,897,536.07
Balance to Finish	\$12,983,958.92

Change Management

A total of (8) Change Orders valued at \$592,494.99 have been approved to date.

Contract Duration and Schedule

The Notice to Proceed for the project was issued May 17, 2022. The Substantial Completion date is February 6, 2024 and the Final Completion date is April 6, 2024. Work related to Change Order # 7, Drive Entrance Modifications and final contract paving activities, will be complete by June 3, 2024.

Construction Photos

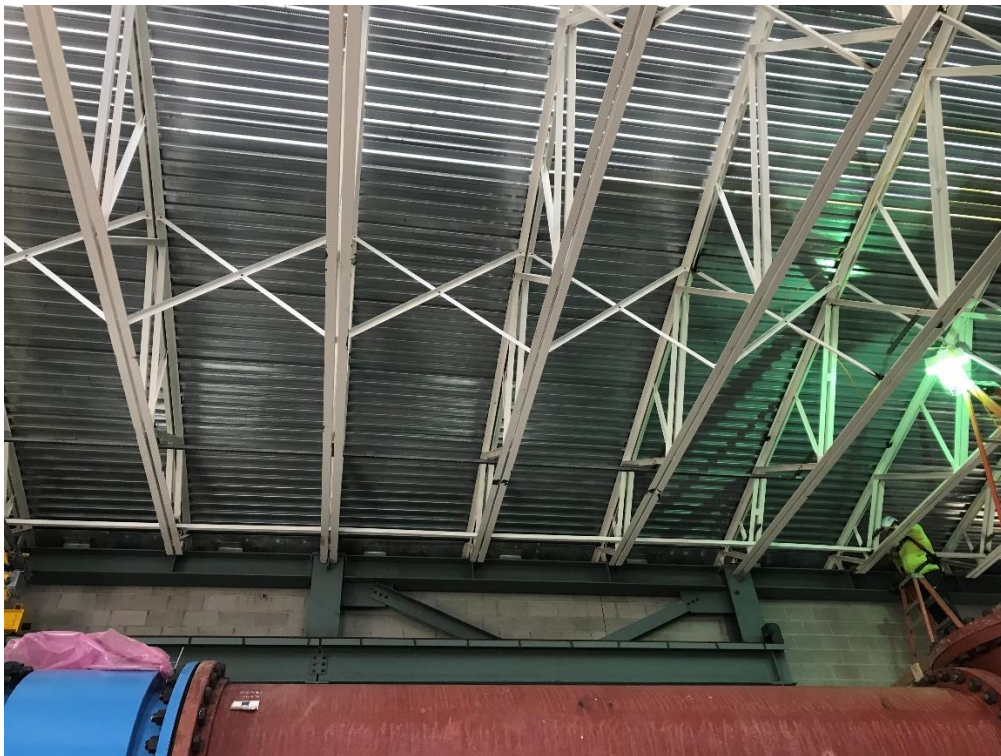
Progress photos below:



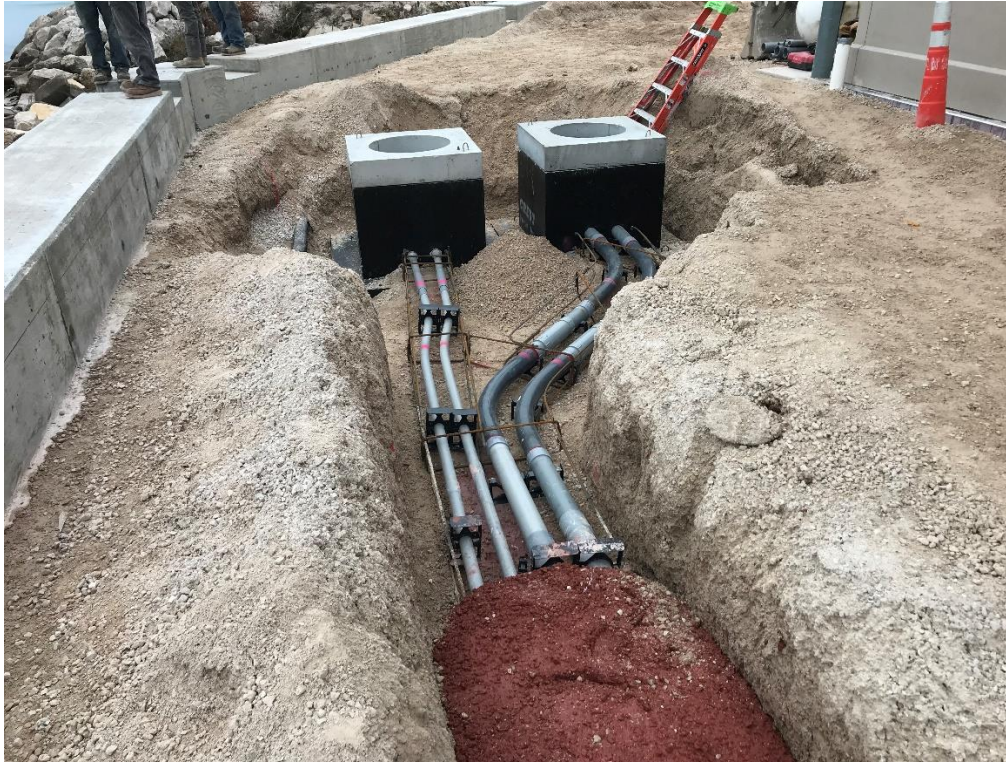
CDS places concrete for south pump station approach slab.



Face brick installation at south pump station elevation.



Unistruts installed at pump station ceiling for lighting support.



Electrical ductbank and manhole installation east of pump station.



20" watermain repair work.



Existing 36" RW pipe exposed at tie-in location.



3" sanitary pipe installed with horizontal directional drill at Vollrath Blvd.



Kokosing prepares main line intake pipe for installation.



Kokosing installs main line intake pipe.



Kokosing installs emergency riser intake pipe section near sta. 50+00.



Pump station roof insulation and fire treated plywood is installed.



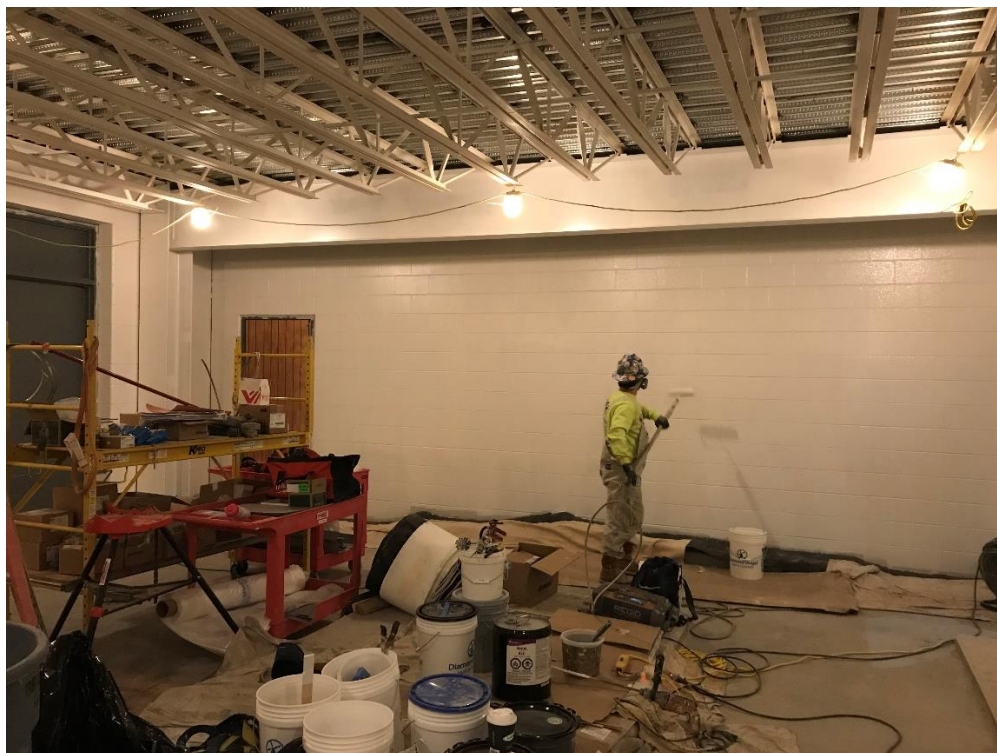
Pump station roof ice and water shield installation complete.



Revetment sheet pile concrete cap.



Kohler generator installed through louver opening at pump station generator room.



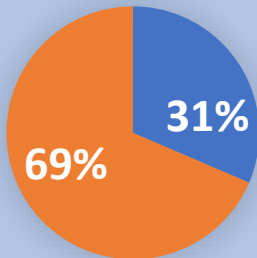
Painting activity in pump station electrical room.



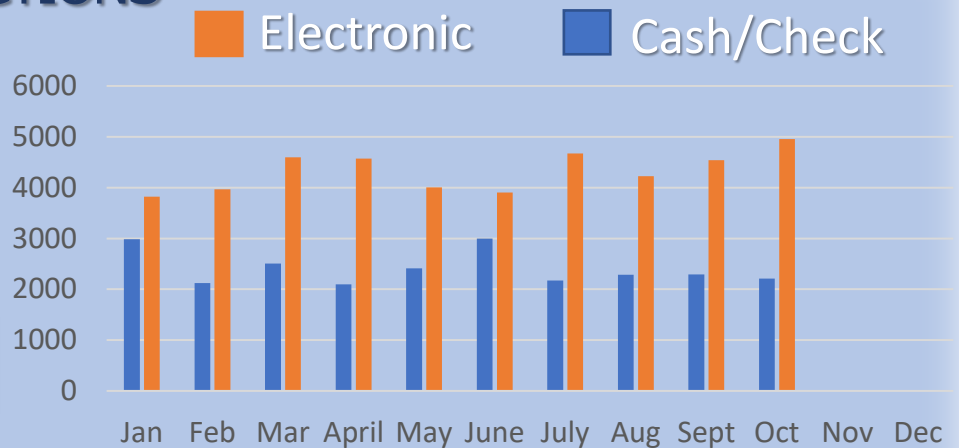
Topsoil is spread in ravine.

CUSTOMER RELATIONS & FISCAL SUMMARY

PAYMENT TRANSACTIONS



6,829
Total # of
Payments Processed



COLLECTIONS

District 3

\$1,222,356

Total Billed

\$239,533

Outstanding
After Due Date

1,035

Past Due Letters Mailed

16*

Disconnection
Letters Mailed

7

Properties Disconnected

\$64,154

Outstanding At
Month End

**Only properties not subject to tax roll were
subject to disconnection process in October.*

PAYMENTS BY SOURCE

	October 2022	October 2023
Payment Window <small>(Cash/Check)</small>	432	430
Drop Box Payments	260	218
Electronic Payments	4737	4955
Mail Payments	1723	1564
Total Payments	7152	7167

Payments Returned **22**

UTILITY BILLS

Mailed
4,905

Total Paperless
1,201

Total Emailed
Statements
3,018



**OCTOBER
2023**

CUSTOMER RELATIONS & FISCAL SUMMARY

PROPERTY TRANSACTIONS

	October 2022	October 2023
Account Transfers <i>(Finals)</i>	206	195
Property Data Requests	69	62

PSC COMPLAINTS

0 PSC Complaint(s) Filed

ACCOUNTS PAYABLE

313 Invoice Items Paid

CUSTOMER SERVICE



215

Customer Service Email
Requests Completed



664

USS Calls Answered



39:02

USS Hours
On the Phone



86

Lead ST Calls Completed
(Incoming & Outgoing)



6:03

Lead ST Hours
On the Phone

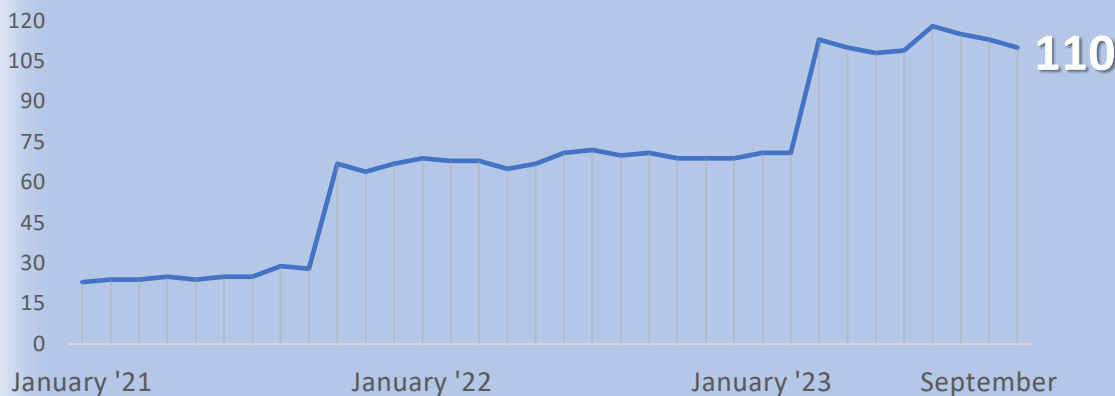
CUSTOMER ASSISTANCE PAYMENTS

Number of Payments Received: **7**

Total Dollars: **\$2,048**

*Payments received from Wisconsin Emergency Rental Assistance Program, LIHWAP, Salvation Army, and St. Vincent DePaul for customer benefit.

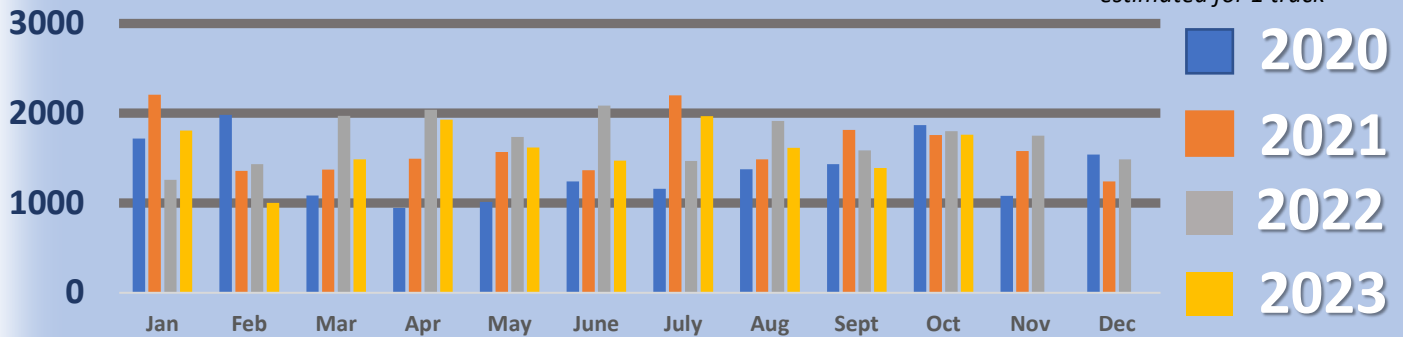
LEAD SERVICE LINE REPLACEMENT LOANS



**OCTOBER
2023**

CUSTOMER RELATIONS & FISCAL SUMMARY

SERVICE TECH MILES DRIVEN



CROSS CONNECTION

69
16

Inspections by SWU

Inspections by Hydro Corp

8

Facilities with
Compliance Issues



LEAD EDUCATION

7

WDNR Lead in
Drinking Water
brochures distributed
at home visits

TROUBLESHOOTING WORK ORDERS COMPLETED

195

Work orders completed for high consumptions, zero/low, and checks.

LEAK ALLOWANCES ISSUED

0

Customer Requests

0

CCF Allowed @ Reduced Rate



SERVICE LEAKS

0

New Reported Leak(s)

1

Leak(s) Fixed or Off

3

Active Leak(s) Month End

METERS

68

Meters

Installed/Replaced

141

Meters Tested



OCTOBER
2023

CUSTOMER RELATIONS & FISCAL SUMMARY

FACEBOOK PAGE

932



Total Page Follows & Likes

WEBSITE VISITORS

3,902



2022 Visits in October: 4,135

Top Page Viewed: Pay Your Bill

ADDITIONAL CR/F ACTIVITIES OCTOBER

- ◆ Service Techs (STs) continue their work replacing and testing water meters.
- ◆ USSs issued bills to District 2 and Monthly customers.
- ◆ Third party bill printer and mailing service was utilized for the first time for quarterly issued water bills for District 2.
- ◆ Started recruitment for a Utility Support Specialist due to an upcoming retirement in the department.
- ◆ The Lead Service Tech attended UW Madison course, "Management Assessment for Personal Planning and Development".
- ◆ USS Supervisor attended NeoGov course, "Bias in Interviewing".
- ◆ USS J. Lee attended seminar, "Women in Leadership".

OCTOBER
2023


NOVEMBER 20, 2023 REQUEST TO WRITE OFF BANKRUPTCY AND OTHER BALANCES

	ACCOUNT NUMBER	NAME	WRITE OFF ACTION/DESCRIPTION	DATE OF NOTICE	DISCHARGE DATE	TOTAL AMOUNT	WATER	SEWER	GARBAG E FEES	RECYCLE FEES
1	14-119-02-12	Vogel, Jeremy	Discharged	7/30/2020	10/10/2023	364.89	91.59	192.47	52.30	28.53
2	999-313-00-00	Kip Gulseth Construction	Write off after several attempts to collect dating back to 2018	10/5/2018	10/25/2023	30.00	30.00	-	-	-
3	72-059-01-15	Mendez, Arturo J	Past statute of limitations for collection	10/13/2017	1/31/2023	52.01	19.08	24.76	8.17	-
4	96-067-00-03	Majdub, Husein	Past statute of limitations for collection	5/11/2017	1/31/2023	49.89	16.19	21.20	12.50	-
5	96-085-00-02	Benedict, Bonnie	Past statute of limitations for collection	5/11/2017	1/31/2023	24.88	8.07	10.64	6.17	-
6	96-371-00-05	Depner, Patricia	Past statute of limitations for collection	9/21/2017	1/31/2023	75.85	28.34	36.68	10.83	-
7	999-316-00-00	Cox, Jermain D	Past statute of limitations for collection	8/18/2017	1/31/2023	383.23	383.23	-	-	-
8	15-363-00-00	Jacobs, Jeremy	Past statute of limitations for collection	5/11/2017	4/28/2023	13.69	3.98	6.45	3.26	-
9	96-453-00-01	Naverrete, Mayda	Past statute of limitations for collection	9/21/2017	4/28/2023	148.81	56.65	75.16	17.00	-
10	97-034-00-01	Drews, Marilyn	Past statute of limitations for collection	9/21/2017	4/28/2023	127.83	46.12	61.71	20.00	-
11	96-103-00-03	Donath, Brittany	Past statute of limitations for collection	9/21/2017	5/31/2023	100.87	35.95	48.27	16.65	-
						-				
						-				
						\$1,371.95	\$ 719.20	\$ 477.34	\$ 146.88	\$ 28.53

* Amounts sent to collections are collectible for 6 years and then will be written off due statute of limitations on collection.

Superintendent Approval

Commissioner Approval

Commissioner Approval

Commissioner Approval

To: Joe Trueblood, Utility Superintendent

From: Dave McMillan, Distribution Supervisor

Subject: 2024 Quad-Axle Truck Purchase

The Water Utility has budgeted to replace Truck #1, a 2005 International Quad-Axle Dump Truck in 2024. This truck is 18 years old and is starting to encounter mechanical issues. Upgrading this truck with a new quad-axle dump truck will enhance the reliability of the Water Utility's construction equipment as it is used in emergency response situations. This new truck will have automatic transmission and will allow all C/M staff to operate this truck due to the recent change in CDL license requirements.

The Water Utility requested quotes from two separate dealers and manufacturers of trucks.

- **Truck Country- Sheboygan**
 - Make- Western Star
 - WESTERN STAR 47X
 - DETROIT DD13 GEN 5 12.8L 505 HP @ 1850 LB/FT and ALLISON VOCATIONAL PACKAGE 223
 - Bibeau BMT Heavy Duty Tapered Side Asphalt Dump Body Package
- **Wisconsin Kenworth-Fon du Lac**
 - Make- Kenworth
 - 2025 Kenworth T880 Quad Chassis
 - Cummins X15 500V @ 1850 ft/lbs and Allison 4500RDS 6spd
 - Bibeau BMT Heavy Duty Tapered Side Asphalt Dump Body Package

	Truck Country (Sheboygan)	Wisconsin Kenworth (Fon du Lac)
Price of Vehicle	\$225,857.00	\$262,377.00
Trade-in value	\$ 35,000.00	\$0.00
Lead-Time	Quarter 3 of 2024	Quarter 2 of 2024
Final Cost	\$190,857	\$262,377.00

Recommendation:

I recommend that we purchase the Western Star dump truck from Truck Country in Sheboygan. This truck is reliable and is used by several large contractors in the area. Having a local dealership also allows for a higher level of service. They will also offer a trade-in allowance for our current truck.



MILWAUKEE
12770 W. SILVER SPRING DRIVE
BUTLER, WI 53007
262-781-4970
800-236-4970
Fax: 262-781-9671
www.kelbebros.com

MADISON
4621 DUTCH MILL ROAD
MADISON, WI 53716
608-221-8300
888-221-8300
Fax: 608-221-0610

GREEN BAY
3101 FRENCH ROAD
DE PERE, WI 54115
920-343-6496
855-414-7895
Fax: 920-343-6499

Item 7.

Oct 26th, 2023

Sheboygan Water Utility
72 Park Ave
Sheboygan, WI 53081

Josh,

We are pleased to have the opportunity to offer the following proposals for your future construction needs. Lease pricing on page 2 with end of term purchase option.

ONE – 2023 Takeuchi model TB290 hydraulic mini excavator with the following equipment:

- Yanmar 4TNV98CT diesel engine, 67 net horsepower, Tier 4 Final
- Automatic preheat
- Automatic idle
- Operating weight, 18,630 lbs
- Cab with heater, radio, MP3 player, and air conditioning
- Front and side halogen lights
- 10 way adjustable seat
- Leveling blade with float
- Segmented road liner style rubber track
- Automatic track tensioner
- 2 speed track with automatic shift
- Articulating boom
- Auxiliary hydraulics, dual system for use with 2 attachments, or rotating mechanism
- Main auxiliary circuit with 3 selectable modes with in cab adjustment
- **36" bucket / 48" ditch bucket with bolt on edge**
- Control pattern changer
- Maximum reach 24 ft 5 inches
- Digging depth 15 Ft
- Maximum bucket digging force 16,565 lbs
- Maximum arm digging force 8,161 lbs
- Boom holding valve
- **Geith quick attach coupler**
- Two year or 2,00 hours complete warranty
- Two year Takeuchi Fleet Maintenance GPS monitoring package

Serving the construction industry since 1953

TAKEUCHI

 **GENESIS**

Link-Belt
EXCAVATORS • FORESTRY
DEMOLITION • MATERIAL HANDLING

 **NEW HOLLAND**
CONSTRUCTION

HITACHI

Reliable solutions

 **Redi Haul**

 **PRO-TEC**

 **Trimble**

 **PALADIN**
CONSTRUCTION GROUP

 **FRD**
FURUKAWA



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920-343-6496
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Fax: 920-343-6499

Item 7.

Takeuchi TB290 Lease Prices Below including end of term purchase option

1000 hrs / 24 Months Lease

\$ 3,134 per month / end of term purchase price \$ 60,873

.....

750 hrs / 24 Months Lease

\$ 3,029 per month / end of term purchase price \$ 63,464

.....

500 hrs / 24 Months Lease

\$ 2,457 per month / end of term purchase price \$ 77,711

.....

Notes:

1. Above price are lease prices only
2. Lease price of the machine equipped as described is \$129,519
3. Please deduct \$ 6,790 for cash sale in lieu of lease
4. Subject to machine availability *** 2 coming this December***

Thank you for the opportunity to offer the above proposals. If you have any questions, please let me know at your convenience. We look forward to earning your valuable business.

Best regards,

Matt Blank

Territory Manager
Kelbe Brothers Equipment
920-366-2425
mattb@kelbebros.com

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PRO-TEC

 **Trimble**

 **PALADIN**
CONSTRUCTION GROUP

FRD
FURUKAWA

 **Redi Haul**

VALLEY HYDRO-EXCAVATION, LLC WISCONSIN ESTIMATE

N2496 US Highway 45
Campbellsport, WI 53010
Mobile: (920) 238-1650
Office : (920) 533-8713
Email: bradr@valleyhydroexcavation.com

DATE: 11/8/2023

TO Sheboygan Water Utility
72 Park Ave
Sheboygan WI 53081

Contact Name: Bill Swearingen
Email:
billswearingen@sheboyganwater.org

JOB LOCATION	72 Park Ave, Sheboygan WI 53081
--------------	---------------------------------

UNITS	JOB DESCRIPTION	DAY RATE	ESTIMATED DOLLAR AMOUNT
2	Vac Truck #1 to remove filter media from water treatment plant Tank #1	\$4,500	\$9,000
2	Vac Truck #2 to remove filter media from water treatment plant Tank #1	\$4,500	\$9,000
2	Vac Truck #1 to remove filter media from water treatment plant Tank #2	\$4,500	\$9,000
2	Vac Truck #2 to remove filter media from water treatment plant Tank #2	\$4,500	\$9,000
0	Dumps (On Site)	\$0	\$0
	TOTAL ESTIMATE		\$36,000

WISCONSIN ADDITIONAL COSTS:

Dumps: Quantity and amount varies

Estimate prepared by: Brad Rindt (Operations Manager)

Please note: Rate includes vac truck(s), employees needed, water, and remote hose

This estimate is valid for 90 days.

THANK YOU FOR THE OPPORTUNITY!

CHEMICAL BIDS SUBMITTED FOR 2024 - SUBMITTAL DEADLINE 11/13/2023

CHEMICAL BIDDER	ALUMINUM SULFATE (Iron-Free Grade)	ALUMINUM SULFATE (FCC, Food Grade)	FLUORIDE	SODIUM HYPOCHLORITE	Liquid Phosphate
ChemTrade	\$413.00 per dry ton	\$423.00 per dry ton			
US Alco	\$664.95 per dry ton	No Bid			
Hawkins Inc			\$5,078.26 per dry ton	\$1.98 per gallon	\$10.89 per gallon
Rowell Chemical				\$1.96 per gallon	
Affinity Chemical	No Bid	No Bid			
Carus Corporation					\$15.255 per gallon
Mosaic Co			No Bid		
Solvay			No Bid		
Brenntag Great Lakes, LLC			No Bid		
Hydrite Chemicals Co.				\$1.88 per gallon	
Jun-Dec 2023 Chemical Suppliers & Pricing	ChemTrade (FCC, Food Grade) \$413.00 per dry ton		Hawkins \$4,771.00 per dry ton	Rowell Chemical \$2.03 per gallon	Hawkins \$12.14 per gallon

Recommendation:

Chemical	Low Bidder	Price	Quantity	Total	% change
Alum (FCC Food Grade)	ChemTrade	\$423.00 per dry ton	400 Dry Tons	\$169,200.00	2.42%
Fluoride	Hawkins Inc	\$5,078.26 per dry ton	12 Tons	\$60,939.12	6.44%
Hypo	Hydrite	\$1.88 per gallon	80,000 Gallons	\$150,400.00	-7.38%
Phosphate	Hawkins Inc	\$10.89 per gallon	16,000 Gallons	\$174,240.00	-10.30%