



BOARD OF WATERWORKS COMMISSIONERS AGENDA

August 21, 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 July 17, 2023 Board meeting

REPORTS

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

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5. Request purchase of two (2) hybrid SUV vehicles
- [6.](#) Update on 2023 lead and copper sampling results
7. Review proposed change order for driveway completion on RWI project
8. Update on submission of rate application to WI PSC
9. Request authorization to submit declaration of intent to Finance Director on Safe Drinking Water loans/principal forgiveness in 2024

PERSONNEL

NEXT MEETING

10. Next meeting will take place on: September 18, 2023

ADJOURN

11. 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

JULY 2023

	<u>2023</u>	<u>2022</u>	<u>Increase or (Decrease)</u>
<u>Quarterly Metered*</u>			
<i>(Dist II - between Union and Superior Ave.)</i>			
Residential	208,311.31	201,097.63	7,213.68
Multi-Family	27,633.26	26,605.89	1,027.37
Commercial	69,959.87	69,238.40	721.47
Industrial	5,965.04	5,298.13	666.91
Public	15,541.98	13,576.28	1,965.70
Subtotal	327,411.46	315,816.33	11,595.13
Public Fire Protection	70,122.64	70,109.70	12.94
Monthly Metered	411,974.02	413,607.81	(1,633.79)
Sheboygan Net	809,508.12	799,533.84	9,974.28
Sheboygan Falls	57,201.73	66,555.70	(9,353.97)
Kohler	35,871.39	40,655.74	(4,784.35)
Total	902,581.24	906,745.28	(4,164.04)

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

Total accumulative billing for 2023 is \$5,772,736.85. An increase of \$16,908.32 from 2022 accounted for as follows:

	<u>2023-Total Year to Date</u>
Sheboygan	43,298.74
Sheboygan Falls	(20,869.21)
Kohler	(5,521.21)
	<u>16,908.32</u>

Total bills mailed July, 2023: 6,391

Residential	5,303	Wholesale	5
Multi-Family	114	Multi-Family	9
Commercial	783	Commercial	20
Industrial	34	Industrial	65
Public	54	Public	4
Quarterly	6,288	Monthly	103



RETURN ON RATE BASE

July 31, 2023

	JULY 2023	JULY 2022
<u>Add 2 YR Average</u>		
Utility Plant Balance	\$ 80,284,213	\$ 71,785,097
Materials and Supplies Inventory	\$ 253,465	\$ 291,705
<u>Less 2 YR Average</u>		
Reserve for Depreciation	\$ 26,033,116	\$ 24,593,093
Customer Adv for Const	\$ 6,521,287	\$ 4,776,564
Average Rate Base	<u>\$ 47,983,275</u>	<u>\$ 42,707,146</u>
Net Operating Income YTD	\$ 764,960	\$ 1,113,226
Net Operating Income As a Percent of Average Net Rate Base	<u>1.59%</u>	<u>2.61%</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

July 31, 2023

Ending balance on report for June 30, 2023	13,152,811.17
Plus: Receipts	240,840.61
Misc Receipts	11,115.05
Direct Pay Receipts	443,016.86
LSL Repayment	2,606.08
Money Market/CDARs Investment Interest	12,567.78
Minus:	
Disbursements - vendors and payroll	(3,402,491.95)
Bank Service Fees	(492.23)
Health & Dental Claims/Adm Costs	(72,659.08)
NSF Checks & Customer Refunds	(1,490.12)
Invoice Cloud/Paymentech Deposit Fees	(8,071.27)
Reallocate Sewer/Garbage - payments	272.73
Reallocate Sewer/Garbage - monthly	(466.41)
Adjust WRS to Actual	0.18
Void Misc Payment	(248.00)
SDWL LSL Reimbursement	55,671.32
Automated Credit Card Payments	(1,047.94)
Postage	(8,000.00)
Utility Water Payments	(14,405.83)
Ending Balance July 31, 2023	\$ 10,409,528.95

Note: The above amount includes:

Bond Reserve Fund	612,359.69
LSL Revolving Loan Fund	268,179.17
Money Market Investment	1,016,619.11
ARPA Money Market Restricted - RWI	1,554,556.35
6 Month CD	502,137.50
3 Month CD	1,514,437.50
9 Month CD	1,010,125.00
Total	\$ 6,478,414.32

General Unrestricted Operating Cash	3,931,114.63
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STATEMENT OF NET POSITION
JULY 31, 2023 AND 2022

<u>Assets and Other Debits Utility Plant</u>	Year to Date 2023	Year to Date 2022	<u>Liabilities and Other Credits</u>	Year to Date 2023	Year to Date 2022
			<u>Proprietary Capital</u>		
Utility Plant	95,263,615	81,178,926	Capital Paid by Municipal	1,640,701	1,640,701
Depreciation- Utility Plant	28,887,257	27,283,588	Unapprop. Earned Surplus	57,740,225	57,364,955
Net Utility Plant	<u>\$ 66,376,358</u>	<u>\$ 53,895,338</u>	Total Proprietary Capital	<u>\$ 59,380,926</u>	<u>\$ 59,005,656</u>
			Bonds, Loans & Advances	16,175,367	11,226,674
<u>Other Property and Investments</u>			Total Long Term Debt	<u>\$ 16,175,367</u>	<u>\$ 11,226,674</u>
Appropriated Funds	1,822,736	8,048,527			
Bond Redemption Fund	612,360	644,320	<u>Current & Accrued Liabilities</u>		
Net Pension Asset ¹	992,887	769,762	Accounts Payable	886	-
Deferred Outflow - Pension & OPEB ¹	2,025,204	1,402,233	Accrued Liabilities	1,276,117	783,003
Total Other Prop & Investment	<u>\$ 5,453,186</u>	<u>\$ 10,864,842</u>	Unearned Revenue ⁴	1,539,495	-
			Total Current & Accrued Liab.	<u>\$ 2,816,498</u>	<u>\$ 783,003</u>
<u>Current and Accrued Assets</u>					
Cash & Investments	7,975,184	7,125,430	<u>Deferred Credits</u>		
Accounts Receivable	1,600,748	1,428,108	Bond Premium	147,067	164,170
LSL Loan Receivable ³	151,430	244,578	Pre 2003 Depr on Contributed Assets	10,427	35,560
Grant Receivable - Restricted ²	0	72,232	Other Deferred Credits	0	0
Materials & Supplies Inventory	211,477	295,453		<u>\$ 157,494</u>	<u>\$ 199,730</u>
Prepaid Expenses	21,697	3,987			
Total Current & Accrued Assets	<u>\$ 9,960,536</u>	<u>\$ 9,169,789</u>	<u>Operating Reserves</u>		
			Net Pension & OPEB Liability ¹	190,275	357,040
Total Assets and Debits	<u>\$ 81,790,081</u>	<u>\$ 73,929,969</u>	Deferred Inflow - Pension & OPEB ¹	2,402,200	1,752,555
			Accrued Vac & Sick Leave	667,320	605,311
			Total Operating Reserve	<u>\$ 3,259,795</u>	<u>\$ 2,714,906</u>
			Total Liab & Other Credits	<u>\$ 81,790,081</u>	<u>\$ 73,929,969</u>

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

² Grants Receivable - Restricted pertains to the Lead Water Service Lateral Replacement Program funded by the DNR.

³ Receivable related to the SWU LSL loan program.

⁴ Appropriated Funds and Unearned Revenue include a total of \$9,550,000 in American Rescue Plan Act funding designated to the Raw Water Improvement project.



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

	2023		2022		Incr (Decr) YTD	% Incr/Decr YTD
	MONTH	YTD	MONTH	YTD		
Sales Revenue	\$ 913,309	\$ 5,502,224	\$ 918,732	\$ 5,502,276	\$ (52)	0.00%
Other Water Revenue	\$ 4,598	\$ 32,390	\$ 4,330	\$ 34,371	\$ (1,981)	-5.76%
Total Operating Revenues	\$ 917,907	\$ 5,534,614	\$ 923,062	\$ 5,536,647	\$ (2,033)	-0.04%
Operating Expenses ¹	419,234	2,653,949	300,941	2,293,294	360,655	15.73%
Maintenance Expenses ²	65,482	526,703	37,174	482,345	44,358	9.20%
Depreciation Expenses	131,955	954,606	130,613	932,904	21,701	2.33%
Taxes ³	96,020	634,397	105,990	714,879	(80,482)	-11.26%
Total Operating Expenses	\$ 712,691	\$ 4,769,653	\$ 574,717	\$ 4,423,421	\$ 346,232	7.83%
Utility Operating Income	\$ 205,216	\$ 764,961	\$ 348,345	\$ 1,113,226	\$ (348,265)	-31.28%
Other Income & Expense						
Non-operating Grant Revenue	-	151,358	4,338	63,982	87,375	
Non-Operating Grant Expenses	-	(151,358)	(4,338)	(63,982)	(87,375)	
Bond Premium	2,739	19,175	(311)	17,623	1,552	
Interest Earned on Investments	12,824	63,455	5,987	17,342	46,113	
Contributions ⁴	3,489,446	3,489,446	-	9,553,128	(6,063,682)	
Other Expense	-	-	(40)	(515)	515	
Misc Amortization	2,094	14,661	2,094	14,661	-	
Bond Interest Expense	(89,492)	(627,040)	(25,033)	(177,536)	(449,504)	
Change in Net Position	\$ 3,622,828	\$ 3,724,657	\$ 331,043	\$ 10,537,930	\$ (6,813,271)	

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, and timing of hydrant maintenance.

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
July 31, 2023

<u>Total Of The General Vouchers</u>	<u>\$ 3,189,793.76</u>
<u>Gross Payroll</u>	<u>\$ 197,780.52</u>
<u>Net Payroll</u>	<u>\$ 119,759.99</u>

BOARD OF WATER COMMISSIONERS

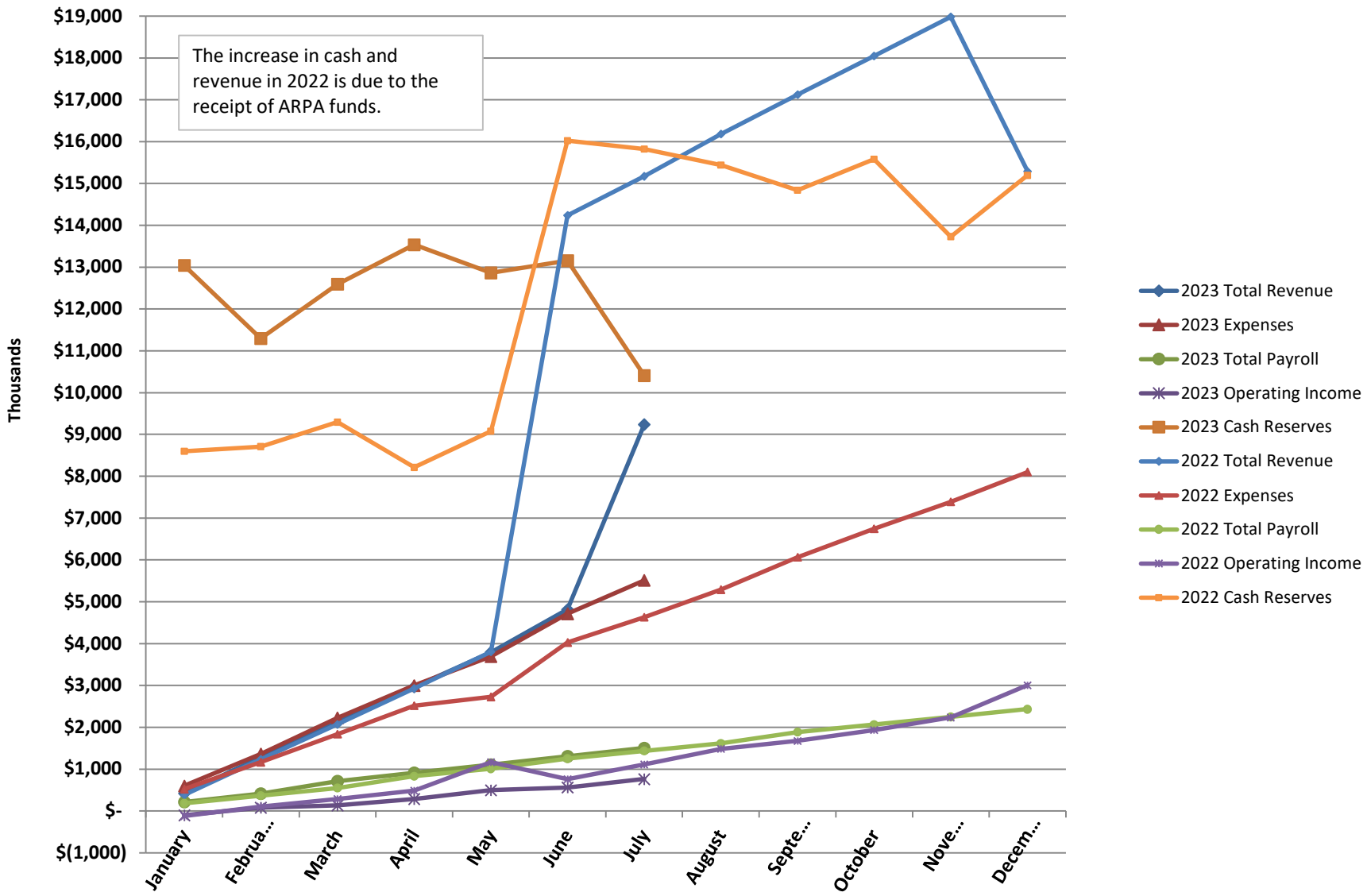
PRESIDENT

SECRETARY

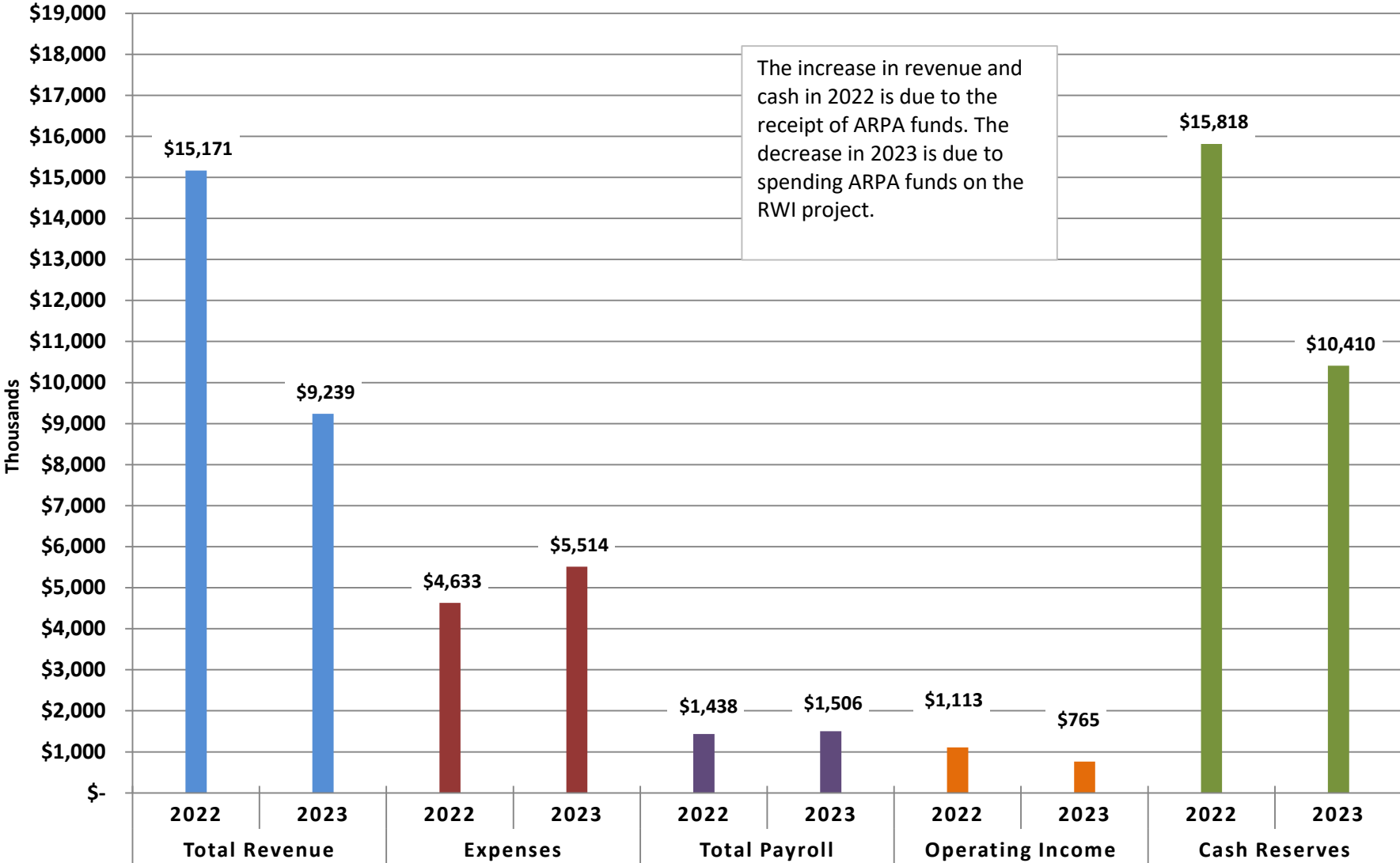
MEMBER

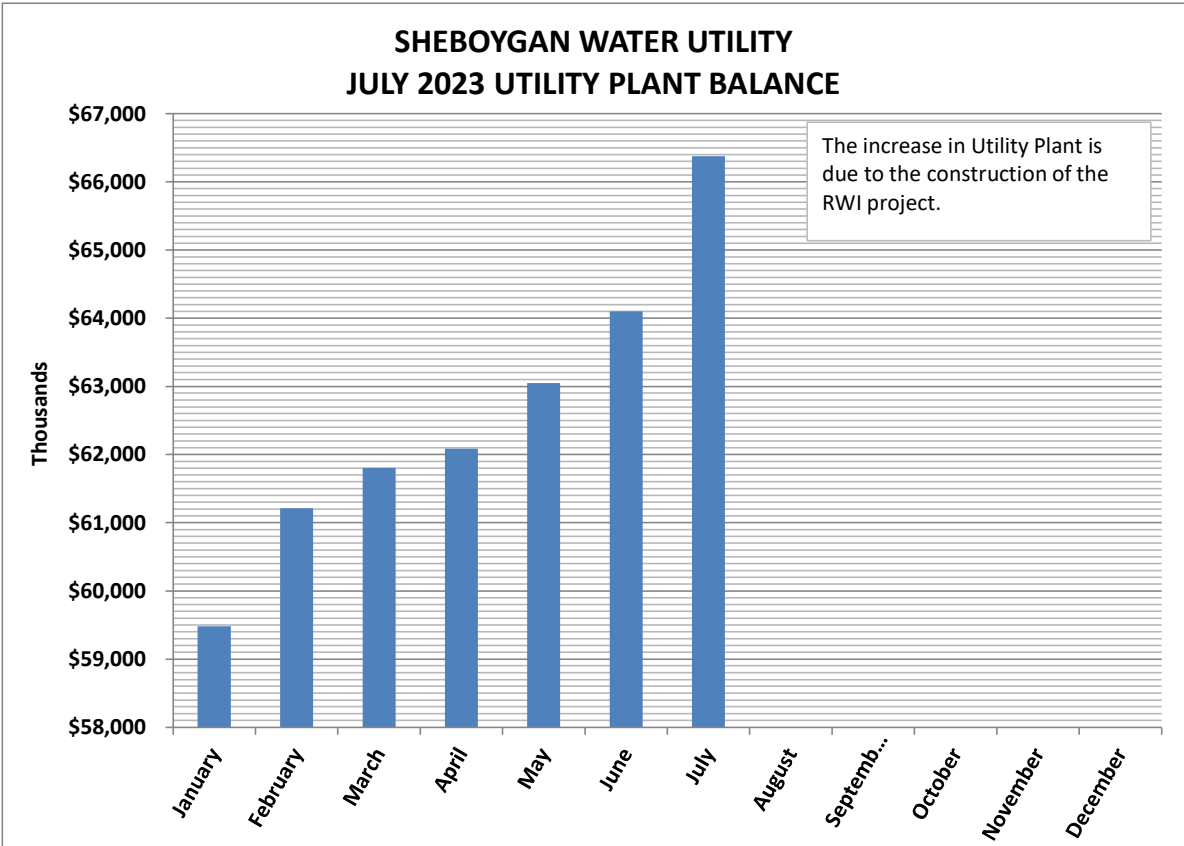
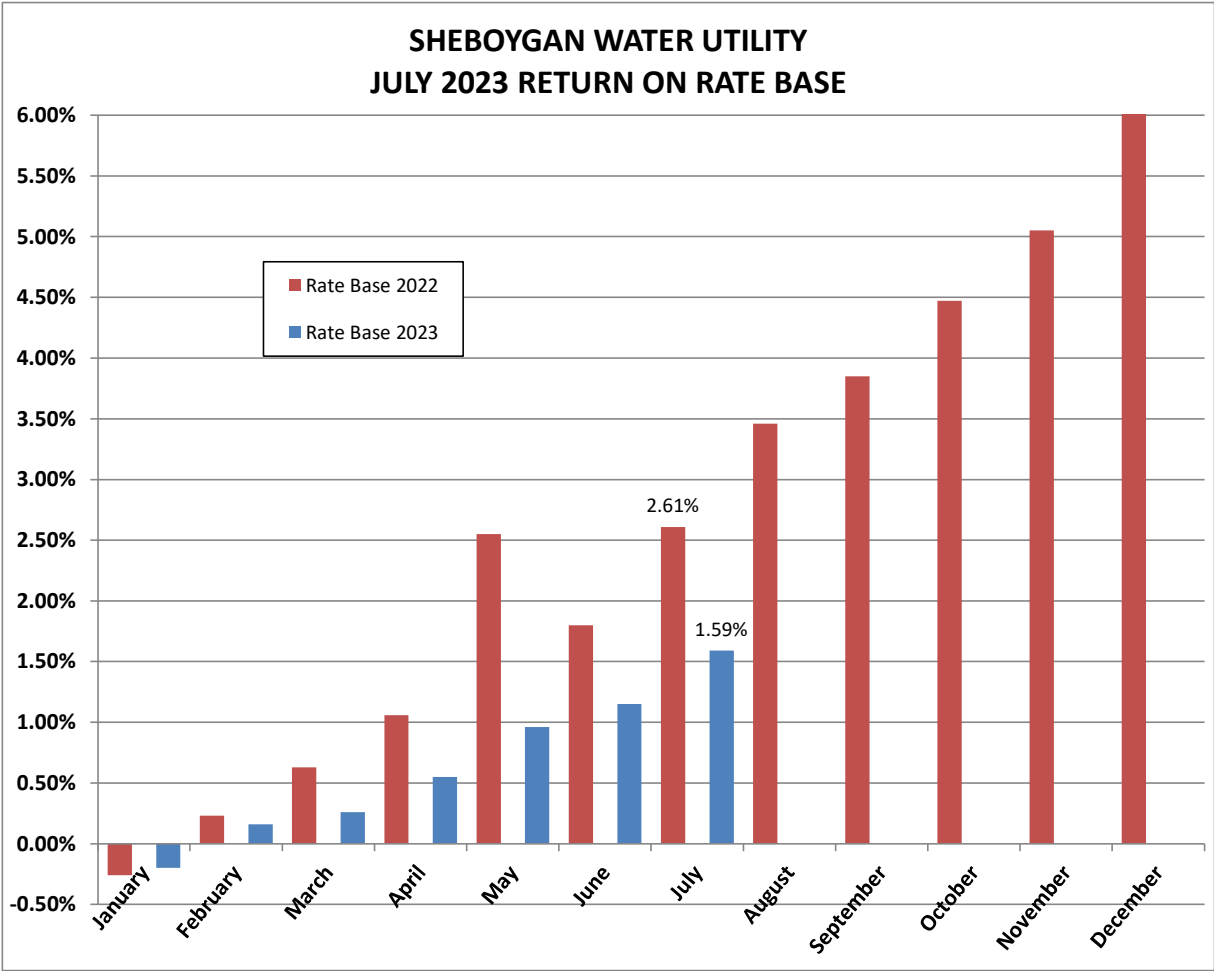
SUPERINTENDENT

SHEBOYGAN WATER UTILITY JULY 2023 MONTHLY FINANCIAL TREND



SHEBOYGAN WATER UTILITY JULY 2023 YTD FINANCIAL POSITION





July 2023

OPERATIONS' DEPARTMENT MONTHLY REPORT

PUMPAGE	HIGH LIFT		LOW LIFT		2023 VS 2022
	2022	2023	2022	2023	
Total in MG	419,312	418,208	425,837	428,557	HL -0.26%
Daily Average (MG)	13,526	13,506	13,737	13,824	
Max. Day (MG)	17,388	15,498	17,630	15,748	2023 VS 2021
					HL
Gal/KwH	1,323	1,169	4,931	4,826	-1.12%
ELECTRICAL COSTS					
	2022		2023		
A. Pumping:	KwH	\$	KwH	\$	
High Lift	310,922	\$25,097.75	349,365	\$30,536.85	
Low Lift	85,914	\$6,935.01	86,921	\$7,597.51	
Wash Pump 1	2,800	\$226.02	1,680	\$146.84	
Georgia St. Bstr.	53,100	\$5,446.78	57,600	\$6,509.80	
Wilgus Ave. Bstr.	3,100	\$416.38	3,000	\$427.23	
EE Pit / Bstr.	5,009	\$645.00	4,632	\$634.15	
Erie Ave. Bstr.	16,400	\$2,446.02	14,000	\$2,511.33	
Sub Total	477,245	\$41,212.96	517,198	\$48,363.72	\$/KwH 8.3%
B. Treat./Fiscal/Misc.	KwH	\$	KwH	\$	
Office & Maint. Bldg.	8,900	\$1,119.09	9,891	\$1,335.13	
Filter Plant / Pump Station / 2nd Service	96,164	\$8,358.48	50,634	\$5,036.46	
Sub Total	105,064	\$9,477.57	60,525	\$6,371.59	\$/KwH 16.7%
C. Distribution:	KwH	\$	KwH	\$	
Taylor Hill Tank	399	\$67.66	406	\$71.79	
Kohler Meter Pit	0	\$0.00	0	\$0.00	
EE Tower	1,058	\$151.82	1,024	\$155.66	
Washington (PRV) Pit	254	\$51.77	164	\$41.03	
Sub Total	1,711	\$271.25	1,594	\$268.48	\$/KwH
Total Electrical Costs	584,020	\$50,961.78	579,317	\$55,003.79	8.8%
Electrical Cost / MG		\$121.54		\$131.37	
	2022		2023		
NATURAL GAS COSTS	CCF Used	Cost	CCF Used	Cost	
Production Facility	195	\$198.90	1,272	\$660.75	
South Basin	54	\$185.50	1	\$163.25	
Georgia St. Bstr.	29	\$41.84			
Erie Ave. Bstr.	0	\$29.59			
Wilgus Ave. Bstr.	0	\$17.33	0	\$15.65	
Office & Maint. Bldg.	307	\$220.39	337	\$196.44	
Total Natural Gas Costs	585	\$693.55	1,610	\$1,036.09	\$/CCF -45.7%
Natural Gas Cost / MG		\$1.65		\$2.47	
	2022		2023		
CHEMICAL COSTS	Lbs. Used	Cost	Lbs. Used	Cost	
Alum	41,199	\$7,477.62	41,197	\$8,301.20	11.0%
Carbon	0	\$0.00	0	\$0.00	#DIV/0!
Chlorine	8,014	\$11,860.72	8,383	\$17,017.49	37.2%
Fluoride	2,046	\$2,843.94	1,876	\$3,792.33	45.4%
KMnO4	0	\$0.00	282	\$1,030.98	#DIV/0!
Cationic Polymer	0	\$0.00	0	\$0.00	#DIV/0!
Liquid Phosphate	5,135	\$8,103.03	5,106	\$15,619.25	93.9%
Total Chemical Costs		\$30,285.31		\$45,761.25	51.1%
Chemical Cost / MG		\$72.23		\$109.30	
	Grand Total	\$81,940.64		\$101,801.13	24.24%
	Total Cost / MG	\$195.42		\$243.14	24.42%

YTD HL 2023 vs 2022	-1.13%	YTD HL HIGH DAY PUMPAGE	15.876	June 21, 2023
YTD HL 2023 vs 2021	-0.37%	YTD HL LOW DAY PUMPAGE	9.294	January 1, 2023

NOTE:

2023 Electrical costs include an Alliant Energy 8.3% rate increase approved by PSC.

	YTD HL Ave Day
2023	12.199
2022	12.235
2021	12.252

COMPARATIVE SUMMARY OF PLANT OPERATIONS

July 2022

vs

July 2023

Pumping Record

High Lift

Low Lift

	2022	2023	Diff.		2022	2023	Diff.
Tot. Water in MG	419.312	418.208	-0.26%	Tot. Water in MG	425.837	428.557	0.64%
Daily Average	13.526	13.506	-0.15%	Daily Average	13.737	13.824	0.63%
Maximum Day	17.388	15.498	-10.87%	Maximum Day	17.630	15.748	-10.67%
Minimum Day	10.032	10.936	9.01%	Minimum Day	10.294	11.422	10.96%
By Natural Gas	7.813	10.353	32.51%	By Natural Gas	2.173	9.048	316.38%
Power in KWH	310,922	349,365	12.36%	Power in KWH	85,914	86,921	1.17%
Gals. per KWH	1,323	1,169	-11.66%	Gals. per KWH	4,931	4,826	-2.12%
Power \$ / KWH	\$0.08072	\$0.08741	8.28%	Power \$ / KWH	----	----	----
Power \$ / MG	\$59.85	\$72.93	\$13.08	Power \$ / MG	\$16.29	\$17.73	\$1.44
Tot. Power \$/MG	\$121.86	\$131.71	\$9.85	Tot. Power \$/MG	----	----	----

Treatment Chem.

Lbs. Used

Cost

Total Lbs.	2022	2023	Diff.	Total Cost	2022	2023	Diff.
Alum	41,199	41,197	0.00%	Alum	\$7,477.62	\$8,301.20	\$823.58
Carbon			#DIV/0!	Carbon	\$0.00	\$0.00	\$0.00
Chlorine	8,014	8,383	4.60%	Chlorine	\$11,860.72	\$17,017.49	\$5,156.77
KMnO4		282	#DIV/0!	KMnO4	\$0.00	\$1,030.98	\$1,030.98
Polymer			#DIV/0!	Polymer	\$0.00	\$0.00	\$0.00
Liquid Phosphate	5,135	5,106	-0.56%	Liquid Phosphate	\$8,103.03	\$15,619.25	\$7,516.22
Lb/ MG:				Cost / MG:			
Alum	96.7	96.1	-0.64%	Alum	\$17.56	\$19.37	\$1.81
Carbon	0.0	0.0	#DIV/0!	Carbon	#DIV/0!	#DIV/0!	#DIV/0!
Chlorine	18.8	19.6	3.94%	Chlorine	\$27.85	\$39.71	\$11.86
KMnO4	0.0	0.7	#DIV/0!	KMnO4	#DIV/0!	\$2.41	#DIV/0!
Liquid Phosphate	12.1	11.9	-1.20%	Liquid Phosphate	\$19.03	\$36.45	\$17.42
Fluoride:				Fluoride:			
Total Lbs.	2,046	1,876	-8.31%	Cost	\$2,843.94	\$3,792.33	\$948.39
mg/l applied as F	0.72	0.70		Cost/MG	\$6.79	\$9.07	\$2.28
Av. Res. Plt. Tap	0.70	0.75					

Water Quality:

Raw

TAP

	2022	2023		2022	2023
Turbidity	1.00	1.30		Turbidity	0.066
pH	8.35	8.32		pH	7.74
Alkalinity	108.6	108.3		Alkalinity	102.7
MF (E-Coli)	0.3	14.0		Plate Count	0.00
Temperature	50.1	53.7		Colilert	0
Wash-H2O % /LL	2.02	2.09		Temp.	52.8
Av. Flt. Run/hrs	112.7	91.0		Cl Res.	0.89
Av. ROF / MG	1.40	1.48			

Natural Gas:

	2022	2023		2022	2023	Diff.
Nat. Gas Heating	0	-342	Plant & South Basin	\$959.01	(\$14.92)	(\$973.93)
Nat. Gas Pumping	785	1,615		\$463.44	\$838.92	\$375.48

	CCF	Cost	Natural Gas Cost	Natural Gas CCF
#3 Gas Pump	124.0	\$64.41	\$824.00	1,273
#4 Gas Pump	760.5	\$395.05		
#7 Gas Pump	422.5	\$219.47		
Electric Generator	308.0	\$159.99		
Pumping totals	1615.0	\$838.92		

July 2023

		8/1/2023	7/1/2023	
Elapsed Time:				
% Run	No. 6 Pump	73,631.6	72,998.6	633.0
85.1%	Wash Pump Meter	5,798.84	5,772.96	25.88
3.48%	No. 7 Pump	828.8	811.9	16.9
2.3%	No. 8 Pump	59,540.3	59,540.3	0.0
0.0%	No. 9 Pump	29,807.0	29,078.0	729.0
98.0%	Wash Pump 2	139	129	10
1.3%	No. 1 Prime Pump	1,052.8	1,051.9	0.9
	No. 2 Prime Pump	1,132.5	1,131.1	1.4

		8/1/2023	7/1/2023	
Watt Hour Meters:				
Kw/Hr run	Wash Pump 1	1310.1	1307.7	1,680
64.9	No. 9 Pump	6122.11	6081.11	41,001
56.2	No. 8 Pump	6837.1	6837.1	0
#DIV/0!	No. 6 Pump	2196.2	2032.2	45,920
72.5	Wash Pump 2	14.559	13.492	1,280
128.0	No. 1 Pump	9776.959	9644.404	132,555
539.4	No. 2 Pump	4932.928	4931.494	1,434
239.0	No. 3 Pump	853.451	821.609	31,842
293.0	No. 4 Pump			0
#DIV/0!	No. 5 Pump	12,171.350	11,987.816	183,534
479.9				
	Garage (MWatt/Hrs.)	1,102.91	1,101.22	1,690
	Power Co. (Step #3)	41,523	41,115	489,600
	Left Meter - OUTSIDE			
	Volume Used:			
	Nat. Gas (Correct)	45,999,606	45,898,797	126,717

		8/1/2023	7/1/2023	
Elapsed Time:				
% Run	Emer. Generator	1,107.5	1,092.1	15.4
33.0%	Elapsed Time:			
0.8%	No. 1 Pump	18,130.1	17,884.3	245.8
14.6%	No. 2 Pump	21,043.22	21,037.22	6.00
0.5%	No. 3 Elec. Pump	2,914.1	2,805.4	108.7
0.0%	No. 3 Nat. Gas Pump	586.5	582.5	4.0
2.3%	No. 4 Elec. Pump	0.00	0.00	0.0
51.4%	No. 4 Nat. Gas Pump	97.6	80.7	16.9
0.1%	No. 5 Pump	25,445.450	25,063.000	382.450
	UV Building Generator	150.2	149.2	1

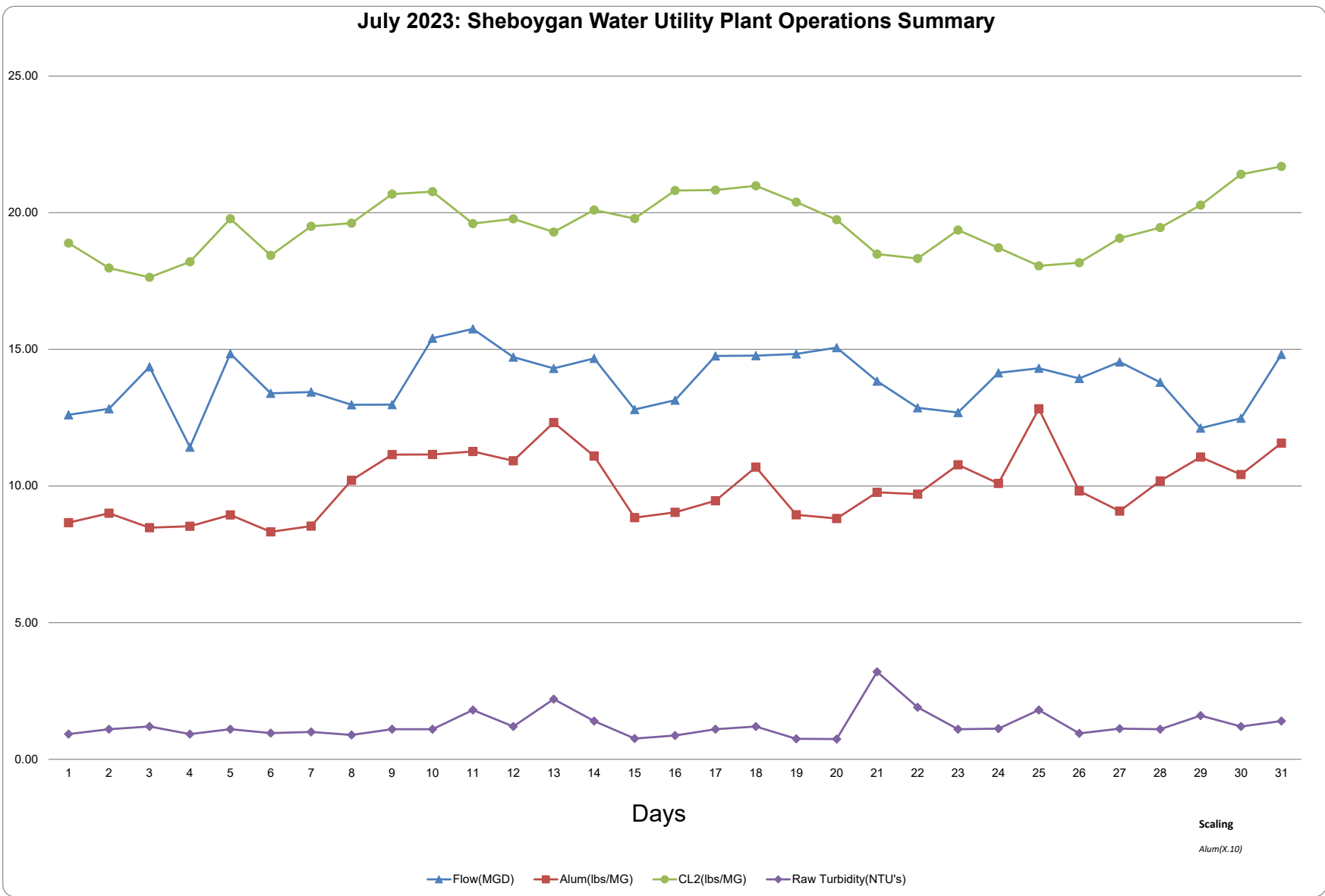
		8/1/2023	7/1/2023	
SLUDGE No. 1 Hour Meter		0.0	0.0	0
SYSTEM No. 2 Mag Meter		9,267,230	9,040,340	226,890
Recycle Meter (Reset to zero each month)				226,890

Power Cost	\$0.0874067	Bill >>>>	\$40,172.13
	0.52334	KWH >>>	459,600
Init. Chg.	\$42,794.33		
	\$	KWH	
Kohler Pit			
Horizon	\$139.52	853	
Taylor	\$71.79	406	
ALT. 72 Park	\$523.34	1,000	
Geo. Ave.	\$6,509.80	57,600	
Wilgus Ave.	\$427.23	3,000	
EE Pit	\$634.15	4,632	
EE Tower	\$155.66	1,024	
Washington	\$41.03	164	
Office	\$1,335.13	9,891	
Erie Ave.	\$2,511.33	14,000	
Total	\$55,143.31	582,170	
			Low L. KWH 86,921
			L.L. Cost \$ \$7,597.51
			High L. KWH 349,365
			H.L. Cost \$ \$30,536.85
			Total Cost \$38,134.36
			Plant Costs \$5,036.46

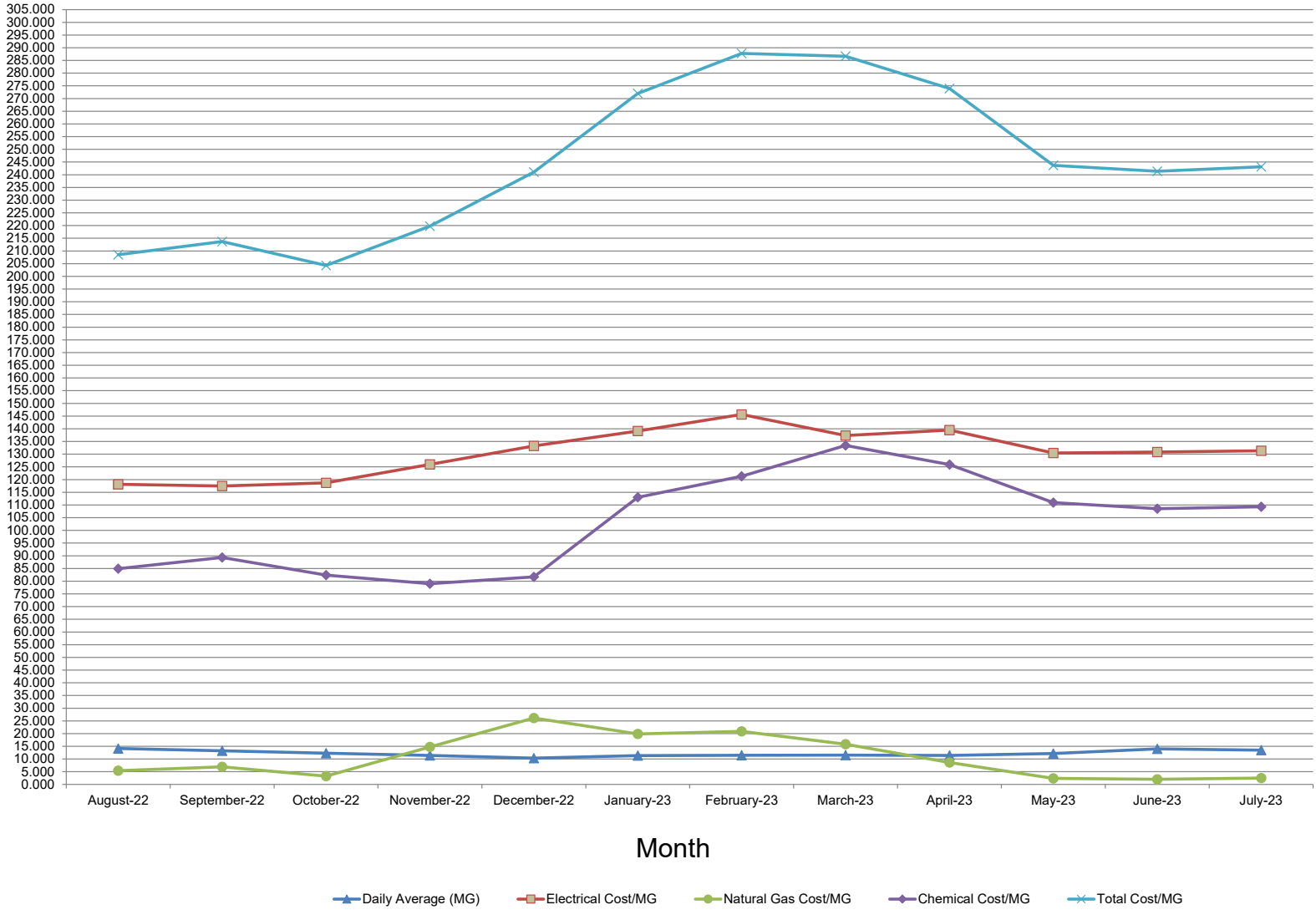
	HIGH LIFT		LOW LIFT	
	2022	2023	2022	2023
Tot. Pump	419,312	418,686	425,837	428,557
Daily Ave.	13,526	13,506	13,737	13,824
Max. Day	17,388	15,498	17,630	15,748
Min. Day	10,032	10,936	10,294	11,422
By Nat. Gas	7,813	10,353	2,173	9,048
Power KWH	310,922	349,365	85,914	86,921
Gals/KWH	1323	1169	4931	4826
Cost/KWH	\$0.08072	\$0.08741	*****	*****
Cost/MG	\$59.85	\$72.93	\$16.29	\$17.73
Tot. Cost/MG	\$121.86	\$131.71	*****	*****

July 2023: Sheboygan Water Utility Plant Operations Summary

Item 4.



Plant Operations: Expense Report



Filter Plant Maintenance Completed For July 2023

Subject	StartDate	EndDate	Description
Dan 2nd shift for Glen	1-Jul-23	5-Jul-23	Dan covering 2nd shift for Glen
Josh 3rd shift for Jeff	3-Jul-23	6-Jul-23	Josh Covering 3rd shift for Jeff
July 4th Holiday	4-Jul-23		July 4th Holiday
Observed utility Holiday	4-Jul-23		Observed utility holiday
Dan off for coverage	5-Jul-23	6-Jul-23	Dan off for coverage
Joshua off for Coverage	6-Jul-23	7-Jul-23	Joshua off for 3rd shift coverage.
Dan 1st shift for Glen	7-Jul-23	10-Jul-23	Dan covering 1st shift for Glen
Dan off for coverage	10-Jul-23	10-Jul-23	Dan off for coverage
Gas Engine 3	10-Jul-23		Check and fill pump bearing; 1 quart low.
Clevis Bracket	10-Jul-23		Install new clevis storage bracket.
Secondary Clearwell Controller	10-Jul-23		Move East flow meter and mount new clear well control head.
Ortho Floor	10-Jul-23		Scraped, vacuumed, degreased, and rinse floor.
South Side Emergency Response	10-Jul-23		Respond to large system loss caused by 16I hydrant lateral damaged by contractor.
Taylor Hill	10-Jul-23		Install new battery backup, replace PLC heater, check reagents, and walk grounds.
Monday Meeting	10-Jul-23		Topics include coverage, raw water improvement project, bulk ortho storage upgrade, Taylor hill battery backup, website upgrades, CDM filter concrete analyses, etc.
Erie Ave.	11-Jul-23		Clean NTU meter, flush lines, walk grounds, and check reagents.
Tap NTU Feed Line	11-Jul-23		Begin installing new ½ I PVC hard line for NTU meter feed.
East Basin	11-Jul-23		Replace door handle, repair striker, and install trim.
Menards	11-Jul-23		Purchase door handle, trim, and 3/16I bits.
Sample Sinks	12-Jul-23		Heavy scrub and flush.
Laboratory Tap Sample Line	12-Jul-23		Trace lines, apply regulated vibration, and flush.
Laboratory Sample Closet	12-Jul-23		Continue upgrading sample lines.
Lab NTU Meter	12-Jul-23		Heavy clean and flush.
Ortho Room	12-Jul-23		1st coat of paint on floor.
Ortho Room	12-Jul-23		Apply second coat of gray paint.
Menards	13-Jul-23		Purchase paint supplies and new sprinkler head.
Erie Ave. NTU	13-Jul-23		Install a known good/used head and change alarm setpoint.
West Sample Pump	13-Jul-23		Repair West pump leak: upper fitting was cracked.
Georgia Ave. x 3	13-Jul-23		Multiple trips for pump 3 base repair.
Georgia Ave.	14-Jul-23		Finish rust scaling, degrease motor, and scrub pump/floor.
Post Hypo Feed	14-Jul-23		Diagnose poor residual and replace post hypo feed hose.
South Basin Bathroom	14-Jul-23		Clean stool and sink.
Garbage	14-Jul-23		Throw away garbage and recycling.
Truck 6	14-Jul-23		Vacuum, wash outside, and clean interior.
Josh 3rd shift for Wayne	17-Jul-23	24-Jul-23	Josh covering 3rd shift for Wayne
Dan 2nd shift for Jeff	18-Jul-23	19-Jul-23	Dan covering 2nd shift Jeff
Dan on vacation	19-Jul-23	30-Jul-23	Dan on vacation
Joshua off for Coverage	24-Jul-23	25-Jul-23	Joshua off for 3rd shift coverage.
H.L. Bolt Bin	26-Jul-23		Begin organizing/sorting H.L. bolt inventory.
H.L. 3	26-Jul-23		Begin diagnosing bearing oil leak.
Plant Vacuum	26-Jul-23		Disassemble and clean vacuum.
2nd Floor Furnace	26-Jul-23		Check operation and replace air filter.
Front Hall, Laboratory, Lunch room, and C	26-Jul-23		Vacuum floor and cobwebs.
Garbage	26-Jul-23		Discard plant garbage and recycling.
Josh 1st shift for Tyler	27-Jul-23	1-Aug-23	Josh covering 1st shift for Tyler
Menards	31-Jul-23		Menards for filter plant maintenance items
Lead Copper door tags bottles	31-Jul-23		Dropped off lead and copper door tags and sample bottles
Taylor Hill	31-Jul-23		Walk grounds, check Hypo residual, empty dehumidifier, and check reagents.
Sheboygan Servo	31-Jul-23		Pickup 3 motors and acquire tax i.d.
South basin exhaust motor	31-Jul-23		Started putting together south basin exhaust vent motors
UV Reference Check	31-Jul-23		Perform UV reference check on East train: slot 1 is poor.
UV Generator	31-Jul-23		Diagnose heating issue, look up parts, and order replacement unit from Amazon.
Laboratory Furnace	31-Jul-23		Check over and install new filter.



MONTHLY DISTRIBUTION DEPARTMENT REPORT

July 2023

Distribution System Maintenance:

- Aided contractor with 16" watermain work for new Riverfront Development on Indiana Avenue.
- Replaced broken or leaking valves in the distribution system.
- Traffic control and concrete/asphalt replacement of service holes on South Business Drive.
- Aided contractor in shutdown and abandonment of service at old Memorial Hospital.
- Completed shutdowns for contractor on Indiana Avenue watermain project.
- Conducted fireflow testing within the system to update database.
- Hauled out spoils, and hauled fill back in.

Taps:

- 1" tap at 1007 Swift Ave. LSL was removed from system.

Water Quality:

- Monitored and adjusted autoflushers in the distribution system.
- Completed weekly dead end hydrant flushing.

Building/Grounds Maintenance:

- General shop maintenance and cleaning.
- Landscaping improvements and weed removal at Utility Office.
- Landscaping improvements and weed removal at GAPS.

Equipment Maintenance:

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

Engineering:

- Inspection work on Michigan Ave LSL project.
- Inspection work on Indiana Avenue watermain project.
- Monthly map and database updates.



Distribution System -- July 2023

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

Location	Date Installed	Size ("), Jt	Installed By	Type
Indiana Ave and S.22nd St. (North)	7/5/2023	12" MJ	Dorner Inc.	G (vert)
North Ave. at N. 8th St. (East)	7/7/2023	6" MJ	SWU	G (vert)
Indiana Ave and S.22nd St. (East)	7/10/2023	12" MJ	Dorner Inc.	G (vert)
Indiana Ave and S.21st St. (SW)	7/11/2023	6" MJ	Dorner Inc.	G (vert)
Indiana Ave and S.21st St. (SW)	7/11/2023	8" MJ	Dorner Inc.	G (vert)
Indiana Ave and S.20th St. (East)	7/12/2023	12" MJ	Dorner Inc.	G (vert)
Indiana Ave and S.20th St. (SW)	7/13/2023	6" MJ	Dorner Inc.	G (vert)
Indiana Ave and S.20th St. (SW)	7/13/2023	8" MJ	Dorner Inc.	G (vert)
Indiana Ave and S.19th St. (East)	7/17/2023	12" MJ	Dorner Inc.	G (vert)
Georgia Ave. at S. 19th St. €	7/18/2023	6" MJ	SWU	G (vert)
N. 7th St. at Highland Terrace (S)	7/18/2023	6" MJ	SWU	G (vert)
Indiana Ave and S.19th St. ~300' East	7/18/2023	6" MJ	Dorner Inc.	G (vert)
Indiana Ave and S.19th St. (SW)	7/18/2023	6" MJ	Dorner Inc.	G (vert)
Indiana Ave and S.19th St. (SW)	7/18/2023	8" MJ	Dorner Inc.	G (vert)
Indiana Ave and S.19th St. ~300' East	7/19/2023	12" MJ	Dorner Inc.	G (vert)

Total Valves Installed = 15

Street Valves and Hydrant Valves Removed

Location	Installed	Abandoned	Type
North Ave. at N. 8th St. (E)	8/27/1981	7/7/2023	G
Georgia Ave. at S. 19th St. (E)		7/18/2023	
N. 7th St. at Highland Terrace (S)	12/31/1929	7/18/2023	G

Total Valves Removed = 3

Street Valves and Hydrant Valves Abandoned

Location	Installed	Abandoned	Type
S. 22nd St. at Indiana Ave. (SE)	11/10/2004	7/10/2023	TAP (r/w?)
S. 20th St. at Indiana Ave. (S)		7/13/2023	G
Indiana Ave. at S. 19th St. (W)	7/29/1996	7/14/2023	G (r/w)
Indiana Ave. at S. 19th St. (E)	5/4/1939	7/17/2023	
S. 19th St. at Indiana Ave. (S)		7/18/2023	

Total Valves Abandoned = 5

Street Valves and Hydrant Valves Maintained

Location	Maintained	Size	By

Total Valves Maintained = 0



Hydrants Removed (including water main projects and others)

Location	Installed	Removed	Hyd Valve?
S. 21st St. at Indiana Ave. (SW)	2/4/1960	7/11/2023	n
S. 20th St. at Indiana Ave. (SW)	10/17/1997	7/13/2023	n
S. 19th St. at Indiana Ave. (SW)	5/4/1939	7/18/2023	n
Indiana Ave. approx. 300' E. of S. 19th St. (S)	7/29/1985	7/19/2023	n

Total Hydrants Removed = 4

Hydrants Abandoned (including water main projects and others)

Location	Installed	Abandoned	Tr Size	Hyd Valve?
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Total Hydrants Abandoned = 0

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

Location	Installed	Maintained
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Total Hydrants Maintained/Moved = 0

Water Main Breaks

Location	Date	Size
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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	45.6	
Number of feet of 6 inch water main installed	3.1	
Number of feet of 8 inch water main installed	302.0	
Number of feet of 12 inch water main installed	1339.0	
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	1,643.0	
Number of water main breaks repaired	0	
Number of hydrants installed	4	hydrants
Number of hydrants removed or abandoned	4	
Number of hydrants maintained or moved	0	
Number of street valves installed	11	valves
Number of hydrant valves installed	4	
Number of street valves removed or abandoned	8	
Number of hydrant valves removed or abandoned	0	
Number of valves maintained	0	
Number of water connections installed	1	



WATER MAIN AND APPURTENANCES INSTALLATION -- JULY 2023

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

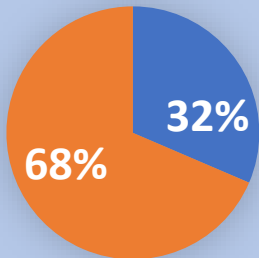
Location: 6" Water Main	Installed	New Valves	New Hyd.	New Hyd Valves	Aband. Valves	Aband. Hyd.	Remove Hyd.	Size " Installed	Feet Installed	New Hyd Lead	Size Aband.	Feet. Aband.	Feet. Rem.	By
Indiana Ave and S. 20th St.	7/13/2023	1	0	0	0	0	0	6	3.1	0	6" CIP	3	0	Dorner, Inc.
Totals:		1	0	0	0	0	0		3.1	0		3	0	

Location: 8" 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
Indiana Ave and S. 23rd St.	7/19/2023	0	0	0	1	0	0	8	47	0	6" CIP	47	0	Dorner, Inc.
Indiana Ave and S. 19th St.	7/18/2023	1	1	1	1	0	0	8	69	8.5	6" CIP	69	0	Dorner, Inc.
Indiana Ave and S. 20th St.	7/13/2023	1	1	1	1	0	0	8	86	8.1	6" CIP	86	0	Dorner, Inc.
Indiana Ave and S. 21st St	7/11/2023	1	1	1	1	0	0	8	100	6	6" CIP	100	0	Dorner, Inc.
Totals:		3	3	3	4	0	0	32	302	22.6		302	0	

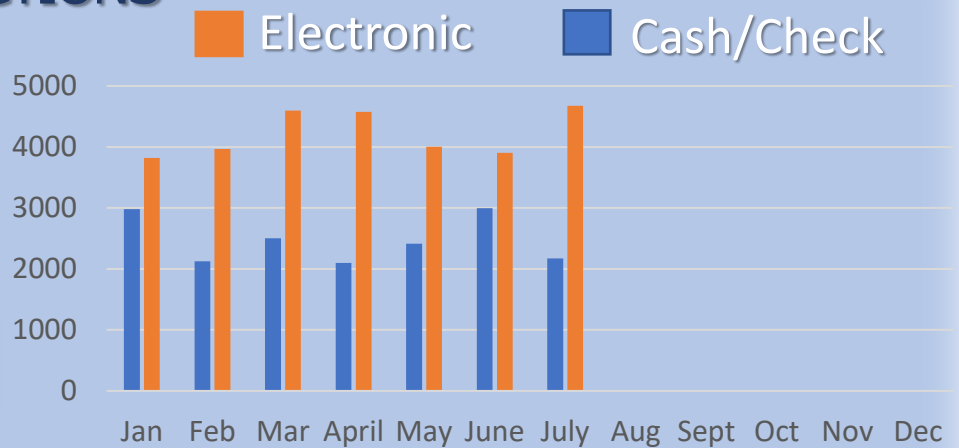
Location: 12" Water Main	Installed	New Valves	New Hyd.	New Hyd Valves	Aband. Valves	Aband. Hyd.	Remove Hyd.	Size " Installed	Feet Installed	Hyd Lead	Size Aband.	Feet. Aband.	Feet. Rem.	By
Indiana Ave and S. 19th St. (East)	7/19/2023	1	1	1	0	0	0	12	30	23	6" CIP	30	0	Dorner, Inc.
Indiana Ave and S. 19th St.	7/17/2023	1	0	0	1	0	0	12	181	0	6" CIP	181	0	Dorner, Inc.
Indiana Ave and S. 20th St. (East)	7/14/2023	0	0	0	0	0	0	12	390	0	6" CIP	390	0	Dorner, Inc.
Indiana Ave and S. 20th St. (East)	7/12/2023	1	0	0	0	0	0	12	347	0	6" CIP	347	0	Dorner, Inc.
Indiana Ave and S. 21st St.	7/10/2023	0	0	0	0	0	0	12	118	0	6" CIP	118	0	Dorner, Inc.
Indiana Ave and S. 21st St. (West)	7/10/2023	0	0	0	0	0	0	12	54	0	6" CIP	54	0	Dorner, Inc.
Indiana Ave and S. 22nd St. (East)	7/7/2023	0	0	0	0	0	0	12	55	0	6" CIP	55	0	Dorner, Inc.
Indiana Ave and S. 22nd St. St (East)	7/6/2023	0	0	0	0	0	0	12	92	0	6" CIP	91	0	Dorner, Inc.
Indiana Ave and S. 22nd St.	7/5/2023	1	0	0	0	0	0	12	72	0	6" CIP	72	0	Dorner, Inc.
Totals:		4	1	1	1	0	0		1339	23		1338	0	

CUSTOMER RELATIONS & FISCAL SUMMARY

PAYMENT TRANSACTIONS



6,848
Total # of July
Payments Processed



COLLECTIONS

District 3

\$1,128,055

Total Billed

\$261,187

Outstanding
After Due Date

1,092

Past Due Letters Mailed

117

Disconnection
Letters Mailed

26

Properties Disconnected

\$60,971

Outstanding At
Month End

PAYMENTS BY SOURCE

	July 2022	July 2023
Payment Window <small>(Cash/Check)</small>	381	416
Drop Box Payments	286	220
Electronic Payments	4496	4675
Mail Payments	1723	1537
Total Payments	6886	6848

Payments Returned **29**

UTILITY BILLS

Mailed
4,968

Total Paperless
1,165

Total Emailed
Statements
3,277



JULY 2023

CUSTOMER RELATIONS & FISCAL SUMMARY

PROPERTY TRANSACTIONS

	July 2022	July 2023
Account Transfers (<i>Finals</i>)	196	176
Property Data Requests	85	70

PSC COMPLAINTS

0 PSC Complaint(s) Filed

ACCOUNTS PAYABLE

180 Invoice Items Paid

CUSTOMER SERVICE



182

Customer Service Email Requests Completed



626

USS Calls Answered



34:49

USS Hours On the Phone



106

Lead ST Calls Completed (*Incoming & Outgoing*)



9:00

Lead ST Hours On the Phone

CUSTOMER ASSISTANCE PAYMENTS

Number of Payments Received: **17**

Total Dollars: **\$19,926**

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

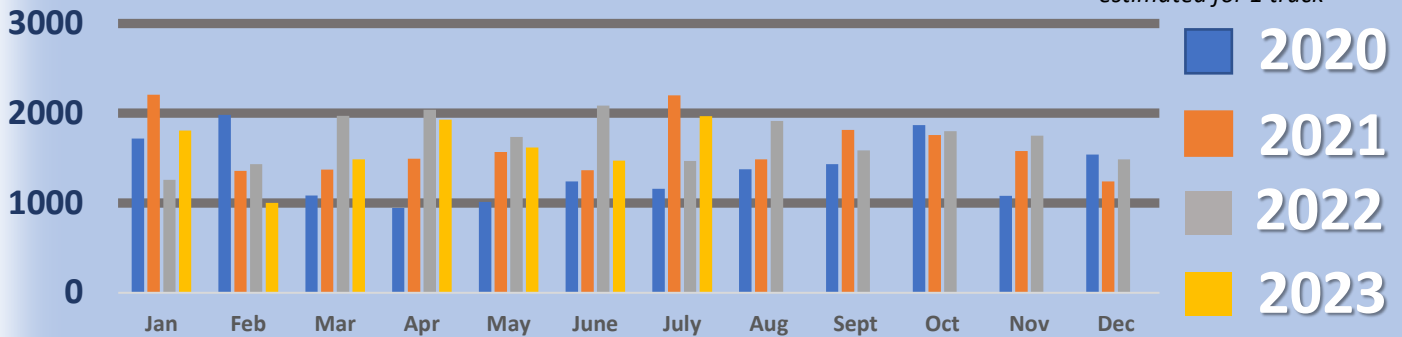
LEAD SERVICE LINE REPLACEMENT LOANS



JULY 2023

CUSTOMER RELATIONS & FISCAL SUMMARY

SERVICE TECH MILES DRIVEN



CROSS CONNECTION

67 Inspections by SWU
34 Inspections by Hydro Corp



11 Facilities with Compliance Issues

LEAD EDUCATION

21 WDNR Lead in Drinking Water brochures distributed at home visits

TROUBLESHOOTING WORK ORDERS COMPLETED

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

LEAK ALLOWANCES ISSUED

2 Customer Requests **446** CCF Allowed @ Reduced Rate

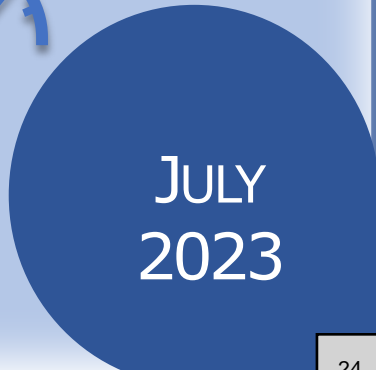


SERVICE LEAKS

2 New Reported Leak(s)
2 Leak(s) Fixed or Off
3 Active Leak(s) Month End

METERS

73 Meters Installed/Replaced
99 Meters Tested



CUSTOMER RELATIONS & FISCAL SUMMARY

FACEBOOK PAGE

928



Total Page Follows & Likes

WEBSITE VISITORS

3,912



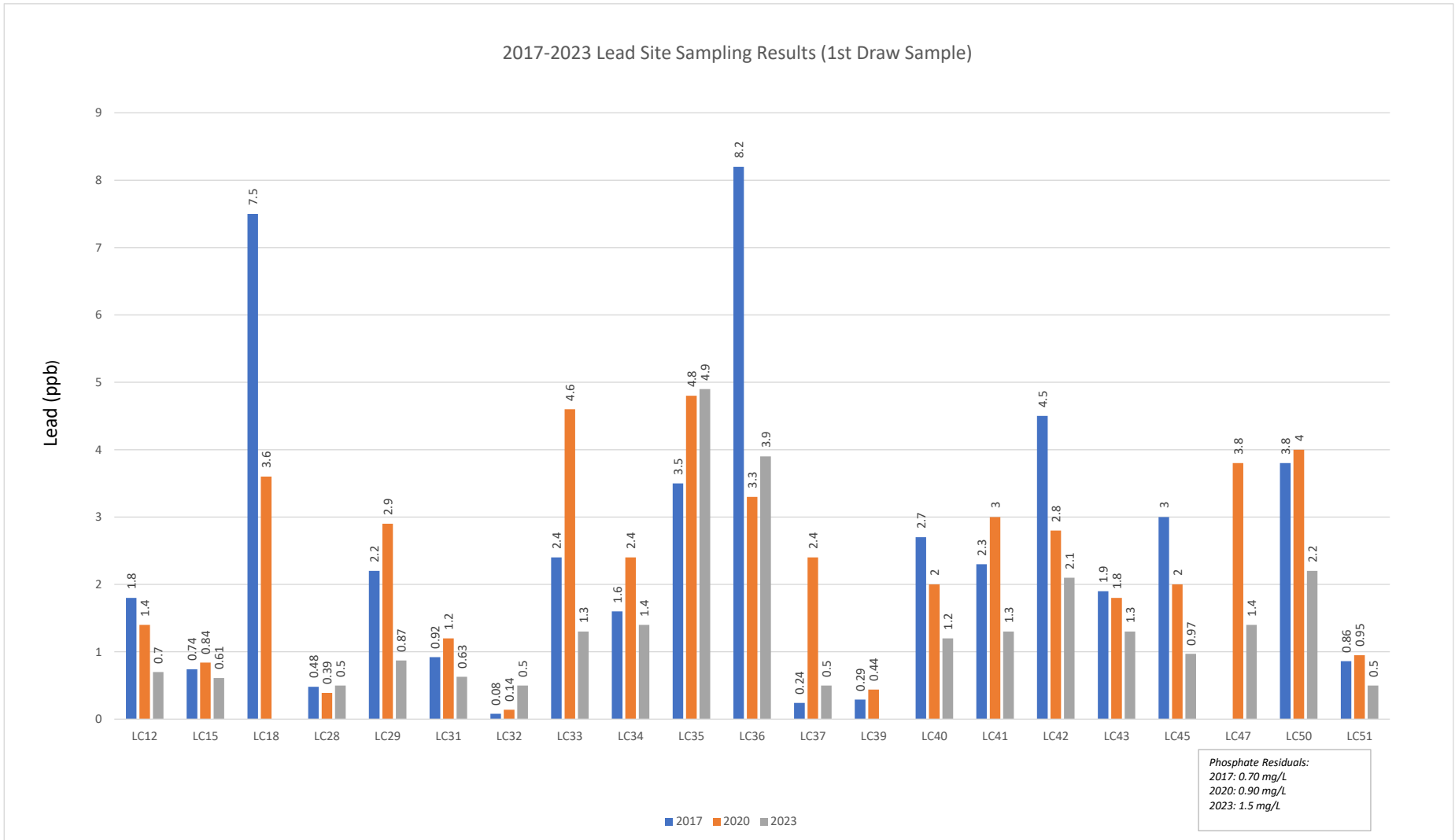
2022 Visits in July: 3,771

Top Page Viewed: **Pay Your Bill**

ADDITIONAL CR/F ACTIVITIES JULY

- ◆ Service Techs (STs) continue their work replacing and testing water meters.
- ◆ USSs issued bills to District 2 and Monthly customers.
- ◆ SWU employees participated in a photo shoot for new website under development.
- ◆ STs installed new meters after LSL Replacements on SWU projects.

JULY
2023



SHEBOYGAN WATER UTILITY 90TH PERCENTILE LEAD AND COPPER TESTING RESULTS

