

Our intention is to have in-person meetings going forward. We will hold meetings at 300 Bliss Avenue. This in-person location will meet the legal requirement for our open meetings. We will have a virtual option available, but the technology for the hybrid style meeting may not be reliable all of the time.

**City of Stevens Point
Board of Water and Sewerage Commissioners
December 11, 2023 - 12:00 PM
Stevens Point Public Utilities
300 Bliss Avenue, Stevens Point, WI**

OR

Zoom Teleconferencing

Meeting ID: | 820 26885705

By Computer: <https://us02web.zoom.us/j/82026885705>

By Phone: (303) 715-8592

AGENDA

Discussion and Possible Action on:

1. Roll Call.
2. Approval of Minutes
3. Approval of Department Claims
4. Request to overlap positions upon retirement - *Joel Lemke*
5. Water Supply and Distribution Reports - *Eric Southworth*
6. Sewage Treatment Operations Report - *Chris Lefebvre*
7. Construction and Maintenance Report - *Shane Kohnen*
8. Agreement with Strand & Associates for a Stormwater Master Plan grant application - *Joel Lemke*
9. Directors Report - *Joel Lemke*
10. Adjournment.

The next Water and Sewerage Commission meeting will be January 8, 2024 at noon.

Any person who has special needs while attending this meeting or needing agenda materials for this meeting should contact the Director as soon as possible to ensure a reasonable accommodation can be made. The Director can be reached by telephone at (715) 345-5260, or by mail at 300 Bliss Avenue, P.O. Box 243 Stevens Point, WI.

Copies of resolutions, reports and minutes of the Board of Water & Sewerage Commission Meetings are on file at the Admin Office of the Water & Sewerage Departments for inspection during normal business hours from 7:30 A.M. to 4:00 P.M.

**City of Stevens Point
Board of Water and Sewerage Commissioners
November 13, 2023 - 12:00 PM**

**Stevens Point Public Utilities
300 Bliss Avenue, Stevens Point, WI**

OR

Zoom Teleconferencing

Meeting ID: | 820 26885705

By Computer: <https://us02web.zoom.us/j/82026885705>

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MINUTES

Discussion and Possible Action on:

1. Roll Call.

PRESENT: Paul Adamski, Anna Haines and Ray Schmidt

EXCUSED ABSENCE: Carl Rasmussen and Mae Nachman

ALSO PRESENT: Joel Lemke, Mary Klesmith, Chris Lefebvre, Eric Southworth, Jason Draheim, Jaime Zdroik and Alderman Lang

2. Approval of Minutes

Motion made by Anna Haines, seconded by Ray Schmidt to approve the October 9, 2023 meeting minutes of the Board of Water & Sewerage Commission.

Ayes all. Nays none. Motion carried.

3. Approval of Department Claims

Motion made by Ray Schmidt, seconded by Anna Haines to approve the department claims for the month of October as audited and read.

Ayes all. Nays none. Motion carried.

4. Water Supply and Distribution Reports - *Eric Southworth*

Eric stated the lead and copper sampling required by the D.N.R. has been completed. The services with lead goosenecks have all been removed and will not be in our lead and copper sampling in the future. Out of the 30 samples required every three years, we had one sample come back with a high copper result. When a sample comes back high, the DNR requires it to be resampled. When it was resampled, the result came back under the action level. We are required to provide the homeowner with educational materials explaining why they might have had a high copper result.

We are working on designing the reconstruction projects for next year on Bliss Avenue, Maria Drive and Walter Street.

5. Sewage Treatment Operations Report - *Chris Lefebvre*

Chris stated the results on the final effluent discharge data for October for phosphorus

are accurate. The final ppm was 0.274. That is our limited detection and the lowest we can test for in the lab. We are at or below that limit.

The dryer is operational again and back to processing Class A biosolids again.

Chris stated all permit requirements were met for the month of October.

6. Construction and Maintenance Report - *Shane Kohnen*

Shane stated the construction crews are finishing up projects while the weather is still good. They just finished a large swale project on Pine Bluff. We are done with the dead-end water flushing. They are working on black top patching today. The Collections crew are working with the sewage treatment plant employees on cleaning lift stations and also still working on cutting, jetting and flushing.

7. A resolution and agreement related to membership in the Northcentral Wisconsin Stormwater Coalition - *Joel Lemke*

We are currently a member of the Northcentral Wisconsin Stormwater Coalition. They request that this gets action from our Commission every four years. There's a definite benefit to being members of the coalition. We use materials that are put together by the coalition for our annual MS4 Permit Report.

Motion made by Ray Schmidt, seconded by Anna Haines to reapprove membership with Northcentral Wisconsin Stormwater Coalition.

Ayes all. Nays none. Motion carried.

8. Possible modification to the water service area ordinance language - *Joel Lemke*

Joel stated anything outside the City of Stevens Point that has access to our municipal drinking water is listed in the ordinance. The Village of Park Ridge is looking to install more infrastructure. They recently got under contract with the City for fire protection. They'd like to install additional water mains for the purpose of fire protection. From an infrastructure perspective, it does not make sense to install that infrastructure and not make it available to the residents that are adjacent to it.

So we'd like to modify the water service area ordinance to state that any property in Park Ridge has access to our utilities.

Joel did not want action on this at this time but wanted to know the Commission's feelings on this matter. Paul stated he is not opposed to exploring this but doesn't feel the Commission can make a proper decision without seeing the modified ordinance. Joel will bring back the ordinance with proposed changes to the Commission for their review.

9. Directors Report - *Joel Lemke*

Nothing to report.

10.

Enter into closed session pursuant to Wisconsin Statutes 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever

competitive or bargaining reasons require a closed session, relating to the following:

A. Discussion and possible action on acquisition of the property at 4213 Simonis Street (PID 281240834200101) and Parcel ID 281240834200104 for the purposes of construction of Well #12.

Motion made by Anna Haines, seconded by Ray Schmidt to adjourn into closed session at 12:33p.m.

Roll Call: Ayes: Ray Schmidt, Anna Haines, and Paul Adamski

Nays: None

11. Reconvene for possible action on the above-referenced closed session item.

Motion made by Ray Schmidt, seconded by Anna Haines to reconvene into open session at 12:44p.m.

Ayes all. Nays none. Motion carried.

Motion made by Anna Haines, seconded by Ray Schmidt to allow Director Lemke to pursue acquisition of the two properties discussed within the maximum dollar amount/limit as discussed in the closed session.

Ayes all. Nays none. Motion carried.

12. Adjournment.

Motion made by Anna Haines to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:48PM

REPORT TO THE DECEMBER 11, 2023
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

WATER DEPARTMENT

FINANCES:

Bank balance as of November 1, 2023

Bank deposits recorded in November 2023

\$	7,687,217.29
\$	375,124.03
\$	8,062,341.32

CHECKS ISSUED NOVEMBER 2023:

58380	APCO International Inc.	FCC License Renewal	210.00
58381	Employee Resource Center	Monthly EAP Services	51.30
58382	FIT	FCC License Renewal	160.00
58383	Grainger	Air filters for wellfield	68.28
58384	Hawkins Inc	Chemicals	6,880.40
58385	INFOSEND INC	Changes required for tax notice mailing	350.00
58388	Midstate Lock & Safe LLC	Lock installation at Water Office	325.00
58392	UW Stevens Point	Monitoring Well Samples	7,611.00
58393	Mae Nachman	Salary	57.37
58394	Community Foundation of Central WI	Employee Contribution	10.00
58395	United Way Of Portage County	United Way	36.00
58398	AnSer	After hours answering service charges	155.00
58399	Aramark	Uniforms	100.93
58400	Aramark	Rug service	45.90
58401	Aspirus Medical Group, Inc.	Annual Audiograms	22.00
58403	Auto Xtras, LLC	Accessories for new trucks	2,065.00
58404	City Of Stevens Point	Retirement, fuel	34,764.94
58406	Dakota Electric Services Inc	Troubleshoot variable drive Well 9	743.85
58407	Dixon Engineering Inc	Water St. Tower Inspection	3,750.00
58408	Ferguson Waterworks #1476	Replacement radios	4,000.00
58410	Heartland Business Systems, LLC	Replacement laptop	1,648.34
58412	Kamstrup Water Metering LLC	Meter reading software subscription	2,262.35
58416	Mastercard	Conference Expenses, supplies, uniforms	1,181.41
58417	SOLV Business Solutions Connected-Safeguard	Year End Tax Forms	115.21
58418	Springbrook Holding Company LLC	Civic Pay - Customer portal transaction fee	456.33
58420	Werner Electric Supply	Part for Truck 32	26.64
58421	WI State Laboratory of Hygiene	Fluoride sampling	28.00
58422	Aspirus Medical Group, Inc.	Wellness Program, Athletic Trainer Charges	151.24
58423	Dolce Digital Imaging	Door hangers for construction flushing	115.00
58424	INFOSEND INC	Printing, postage, mailing invoices & notices	2,674.55
58425	Strand Associates Inc	Professional Services - 2023 & 2024 Street Improvements	12,166.67
58426	Community Foundation of Central WI	Employee Contribution	10.00
58427	United Way Of Portage County	United Way	36.00
58428	American Asphalt Of WI	Patching Material	222.51
58430	Aramark	Rug Service	45.90
58431	Batteries Plus LLC	Flash light	48.27
58432	Central States H & W Fund	Health Insurance Premiums	4,291.20
58433	City Of Stevens Point	2023 Street Improvement & Road Resurfacing	697,771.45
58434	Cityworks	Software Renewal Cityworks	7,775.04
58435	Clark Dietz	Professional Services 2024 Street Improvements	9,056.66
58437	Dakota Supply Group	Inventory	331.82
58439	Ferguson Waterworks #1476	Inventory, Meters	7,280.00
58443	Sarah King	Refund Check 038001-000, 4049 Mary Ann Ct.	11.52
58444	Northern Lake Services Inc	Drinking Water Required Testing	54.26
58448	Teamsters Union Local 662	Union Dues	1,627.00
58449	Transpariclean	Window cleaning	463.34
58450	Mastercard	Shop supplies, Utility hooks, training manuals, toilet repair, measuring wheel for locates, truck accessories, GIS web service, replacement vacuum and cleaning supplies	1,692.30
58451	USA Blue Book	Lab supplies	574.46
58452	American Asphalt Of WI	Hot mix	56.16
58453	Badger Heating & Air Conditioning	Troubleshoot Expansion Tank Issue	699.05

58454	Amy Below	Refund Check 029883-000, 3274 Alder St.	57.50		
58456	Capital OneTrade Credit	Repairs to women's toilet	2.22		
58457	City Of Stevens Point	2023 Street Improvements, Workers Comp Premium	240,380.21		
58458	Department of Natural Resources	DNR Certification Renewal- Dan Woitczak	70.00		
58459	Dynamic Lifecycle Innovations Inc	Fee for recycling electronics	127.80		
58460	Heartland Business Systems, LLC	Manages Services	209.39		
58463	Metron-Farnier LLC	Meters, meters flanges	30,982.20		
58464	Petty Cash	Postage -water samples	66.35		
58465	Springbrook Holding Company LLC	Civic Pay Customer Portal Trans Fee	55.00		
58468	Worzellas Point Supply	Cleaning supplies	14.44		
58469	Central States H & W Fund	Health Insurance Premiums	42,971.40		
58470	H&S Protection Systems Inc	Programming charge for alarm panel updates	25.00		
58471	Andrew Schultz	Refund Check 032777-000, 4308 Janick Circle No.	76.99		
58473	Speedy Clean Drain & Sewer	Repair damage due to water lateral leak.	2,552.50		
58474	Avineon, Inc.	GIS Support	2,000.00		
58475	Hawkins Inc	Chemicals & Treatment Supplies	4,871.57		
58477	Northern Lake Services Inc	Water Samples	1,505.00		
	Wisconsin DOJ	Background Check	7.00		
	WPS	Utility Charges	21,668.57		
	Payroll	Payroll	39,820.40		
	IRS PR Tax	Payroll Taxes - Federal	32,780.96		
	DOR PR Tax	Payroll Taxes - State	6,680.49		
	Verizon Cell & iPad Charges	Phone & iPad Charges	555.70		
	DOR Garnishment	Garnishment	9.32		
	HRA Admin Fees	Renewal & Admin Fees	180.00		
	TOTAL EXPENSES LISTED		\$ 1,241,949.66	\$	1,241,949.66
	BALANCE ON HAND NOVEMBER 30, 2023				
		Balance on Hand		\$	6,820,391.66
		Plus uncleared checks		\$	88,525.94
		Less checks previously written clearing this month		\$	(112,449.06)
		Ending Cash Balance matching Bank Statements		\$	6,796,468.54
		Less Restricted Funds		\$	(1,136,005.90)
		Cash on Hand		\$	5,660,462.64

REPORT TO THE DECEMBER 11, 2023
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS
SEWAGE DEPARTMENT

FINANCES:

Bank Balance as of November 1, 2023

Bank Deposits recorded in November 2023

\$	8,835,778.32
\$	363,051.91
\$	9,198,830.23

CHECKS ISSUED IN NOVEMBER 2023:

58381	Employee Resource Center	Monthly EAP Services	22.80
58386	JX Enterprises, Inc.	Quad axle rental for sludge hauling	1,530.00
58387	MacQueen Equipment	Televising Tools	1,847.53
58389	NCL of Wisconsin Inc	Lab supplies	407.84
58390	Stevens Point Public Utilities	Qtrly water charges	791.23
58397	American Asphalt Of WI	Hot mix	73.26
58400	Aramark	Rug service	198.29
58401	Aspirus Medical Group, Inc.	Annual Audiograms	110.00
58402	Atlas Copco Compressors LLC	Aeration blower oil & filters	3,389.39
58403	Auto Xtras, LLC	Accessories for new trucks	510.00
58404	City Of Stevens Point	Retirement, fuel	7,064.46
58405	CRG LLC	FCC License Application	450.00
58406	Dakota Electric Services Inc	Troubleshoot AMP draw issue	94.50
58409	Tyler Gilliam	Uniform Reimbursement	263.72
58411	JMB & Associates LLC	Replacement VFD for influent pump	10,995.00
58413	Marshall-Bond Pumps Inc	Air regulator for primary sludge pump	113.41
58414	NCL of Wisconsin Inc	Lab supplies	609.11
58415	PBBS Equipment Corp	Labor for gas actuator replacement	1,066.72
58416	Mastercard	Parts for televising truck, uniforms, supplies	335.52
58418	Springbrook Holding Company LLC	Civic Pay - Customer portal transaction fee	456.34
58419	Waste Mangmt of WI-MN	Sludge hauling	12,738.33
58420	Werner Electric Supply	Part for televising truck	28.44
58421	Wisconsin State Laboratory of Hygiene	Lab Certification	1,285.00
58422	Aspirus Medical Group, Inc.	Wellness Program, Athletic Trainer Charges	75.63
58425	Strand Associates Inc	Professional Services - 2023 & 2024 Street Improvements	3,041.67
58429	ANDRITZ Separation Inc.	Sludge Dryer Repairs	347,002.32
58430	Aramark	Rug Service	198.29
58433	City Of Stevens Point	2023 Street Improvement & Road Resurfacing	455,853.78
58434	Cityworks	Software Renewal Cityworks	7,775.04
58435	Clark Dietz	Professional Services 2024 Street Improvements	2,264.17
58436	Cooper Oil Company Inc	Fuel	10.57
58438	Evoqua Water Technologies LLC	Digester Boiler Controls Rehab	84,811.42
58440	Hach Company	Lab Supplies	1,101.98
58441	Harter's Fox Valley Disposal	Dumpster Service	577.20
58442	Hawkins Inc	Chemicals-Azone	672.08
58443	Sarah King	Refund Check 038001-000, 4049 Mary Ann Ct.	14.94
58445	PBBS Equipment Corp	Troubleshoot boiler	387.50
58449	Transpariclean	Window cleaning	148.34
58450	Mastercard	Training manuals, measuring wheel for locates, valve, web service IT Pipes Software, supplies, GIS web service, truck accessories	1,213.38
58452	American Asphalt Of WI	Hot mix	112.32
58454	Amy Below	Refund Check 029883-000, 3274 Alder St.	50.65
58455	Brenntag Great Lakes LLC	Ferric Chloride - Chemicals	16,792.15
58457	City Of Stevens Point	2023 Street Improvements, Workers Comp Premium	112,511.36
58460	Heartland Business Systems, LLC	Manages Services	209.38
58461	John Fabick Tractor Co	Troubleshoot Starting System	754.36
58465	Springbrook Holding Company LLC	Civic Pay Customer Portal Trans Fee	55.00
58466	Stevens Point Airport	Airport's Portion - Credit Card Rebate	51.37
58467	Transit Department	Transit's portion of credit card rebate	124.53
58469	Central States H & W Fund	Health Insurance Premiums	8,679.84
58471	Andrew Schultz	Refund Check 032777-000, 4308 Janick Circle No.	43.06
58472	Waste Mangmt of WI-MN	Sludge hauling	1,016.76
58474	Avineon, Inc.	GIS Support	2,000.00
58476	NCL of Wisconsin Inc	Lab supplies	1,150.48
58478	Schierl Inc	Tire - Truck 32	202.67
58479	Spee Dee Delivery Service Inc.	Shipping Charges	13.09

Shared Operating Costs	Sewer Portion	38,212.97	
HRA	HRA Admin Fee	180.00	
Verizon Charges	Verizon Charges	243.62	
WPS Utility Charges	Gas & Electric	16,214.68	
Sewer Payroll	Payroll	49,914.64	
Payroll Taxes	Payroll Taxes	3,327.57	
TOTAL OF EXPENSES LISTED		<u>\$ 1,201,389.70</u>	<u>\$ 1,201,389.70</u>
BALANCE ON HAND NOVEMBER 30, 2023			<u>\$ 7,997,440.53</u>
	Balance on Hand		<u>\$ 7,997,440.53</u>
	Plus uncleared checks		<u>\$ 31,265.82</u>
	Less checks previously written clearing this month		<u>\$ (34,699.07)</u>
	Ending Cash Balance matching Bank Statements		<u><u>\$ 7,994,007.28</u></u>
		<u>Less Restricted Balance</u>	\$ (5,577,435.09)
		TOTAL	\$ 2,416,572.19

***Additional restricted cash of \$250,000.00 is invested in CDs.

REPORT TO THE DECEMBER 2023
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

STORM WATER DEPARTMENT

FINANCES:

Bank balance as of November 1, 2023
 Bank deposits recorded in November 2023

\$ 4,432,612.74
\$ 110,864.84
\$ 4,543,477.58

CHECKS ISSUED NOVEMBER 2023:

58381	Employee Resource Center	Monthly EAP Services	14.25	
58391	Stuczynski Trucking	Road material	34.50	
58396	Affordable Tree Service	Stump grinding	650.00	
58397	American Asphalt Of WI	Hot mix	146.50	
58403	Auto Xtras, LLC	Accessories for new trucks	625.00	
58404	City Of Stevens Point	Retirement, fuel	4,144.72	
58416	Mastercard	DNR Certification Renewal, office supplies	621.19	
58418	Springbrook Holding Company LLC	Civic Pay - Customer portal transaction fee	456.33	
58422	Aspirus Medical Group, Inc.	Wellness Program, Athletic Trainer Charges	75.63	
58425	Strand Associates Inc	Professional Services - 2023 & 2024 Street Improvements	3,041.66	
58433	City Of Stevens Point	2023 Street Improvement & Road Resurfacing	659,109.78	
58434	Cityworks	Software Renewal Cityworks	7,775.04	
58435	Clark Dietz	Professional Services 2024 Street Improvements	2,264.17	
58446	Reinders Inc	Stakes for silt	20.40	
58447	Rogan's Shoes	2022-23 Boot Allowance	204.00	
58449	Transpariclean	Window cleaning	93.32	
58450	Mastercard	Measuring wheel for locates, training manuals, PPE, truck accessories, GIS Web Service	1,870.76	
58452	American Asphalt Of WI	Hot mix	56.16	
58454	Amy Below	Refund Check 029883-000, 3274 Alder St.	27.53	
58457	City Of Stevens Point	2023 Street Improvements, Workers Comp Premium	252,551.10	
58460	Heartland Business Systems, LLC	Manages Services	209.38	
58462	Brad Kucharzak	Uniform Reimbursement	80.17	
58465	Springbrook Holding Company LLC	Civic Pay Customer Portal Trans Fee	55.00	
58469	Central States H & W Fund	Health Insurance Premiums	8,453.96	
58471	Andrew Schultz	Refund Check 032777-000, 4308 Janick Circle No.	7.31	
58474	Avineon, Inc.	GIS Support	2,000.00	
	Shared Operating Costs	Stormwater portion	20,549.45	
	Verizon	iPad & cell phone charges	478.63	
	Payroll	Payroll	19,340.72	
	IRS	Payroll Taxes	1,961.05	
	WPS	Monthly Utility Charges	136.39	
TOTAL OF EXPENSES LISTED			\$ 987,054.10	\$ 987,054.10
BALANCE ON HAND NOVEMBER 30, 2023				\$ 3,556,423.48
			Balance on Hand	\$ 3,556,423.48
			Plus checks written after the end of this month	
			Plus uncleared checks	\$ 11,496.50
			Less checks previously written clearing this month	\$ (76,158.41)
Ending Cash Balance matching Bank Statements				\$ 3,491,761.57

REPORT TO THE DECEMBER 2023
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

FIBER (COMMUNITY AREA NETWORK)

FINANCES:

Bank balance as of November 1, 2023

\$ 443,842.37

Bank deposits recorded in November 2023

\$ 312.59

\$ 444,154.96

CHECKS ISSUED NOVEMBER 2023:

TOTAL OF EXPENSES LISTED

\$ - \$ -

BALANCE ON HAND NOVEMBER 30, 2023

\$ 444,154.96

Balance on Hand

\$ 444,154.96

Plus checks written after the end of this month

Plus uncleared checks

Less checks previously written clearing this month

\$ (119.72)

Ending Cash Balance matching Bank Statements

\$ 444,035.24



December 6, 2023

MEMO

RE: Request to overlap positions upon retirement

Commissioners,

Several months from now (around mid-year 2024) we are anticipating the retirement of our Administrative Services Manager. The succession planning and transition training has already begun on this position because of the many duties that need to be learned.

Additionally, we are anticipating the retirement of one of our three Inspection Technician positions in 2024 around mid-year. That time of year is very busy and there is a lot of information to transition between inspectors and many things for a new inspector to learn. We don't want to be short an inspector and also having to train a new inspector at the same time.

We are requesting permission to overlap new employees hired into these positions 60 days to aid in successful transition.

Thank you for your consideration.

Best Regards,

A handwritten signature in black ink that reads "Joel Lemke". The signature is written in a cursive, flowing style.

Joel Lemke
Director

**STEVENS POINT, WISCONSIN
WATERWORKS REPORT**

FOR NOVEMBER 2023

CURRENT YEAR VS. PREVIOUS YEAR

	2022	2023	INCREASE	DECREASE	RECORD HIGH	DATE	
Total pumpage, gallons	191,454,000	194,002,000	2,548,000		201,219,000	Nov-03	
Daily pumping average, in gallons	6,381,000	6,466,730	85,730				
Peak pumpage, gallons, (date)	6,722,000 (28TH)	6,969,000 (16TH)	247,000		8,141,000	11/23/1997	
Low pumpage, gallons, (date)	5,848,000 (19TH)	5,801,000 (23RD)		47,000	1,575,000 2,693,000	11/20/79 11/30/2012	◀Record low since 1995 when the utility started providing water to Stora Enso.
Power bill	\$18,431.84	Wellfield invoices were not available at this time-per WPS					
K.W.H's used	234,138						
Gallons pumped per K.W.H.	818			818			

STEVENS POINT WATER DEPARTMENT CONSUMPTION HISTORY

(Pumpage x 1,000)

MONTH	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
JANUARY	178,957	188,381	138,644	150,622	142,263	147,206	140,438	131,056	135,295	140,095
FEBRUARY	173,997	173,503	135,391	131,127	135,573	132,869	123,311	124,330	132,142	134,021
MARCH	169,879	195,466	150,690	138,327	154,358	148,770	139,881	131,189	146,717	147,561
APRIL	167,050	171,871	146,563	127,470	135,713	133,238	142,367	135,484	145,731	154,752
MAY	208,084	211,721	174,529	149,292	154,346	168,410	141,687	175,174	173,606	151,986
JUNE	284,930	238,070	225,268	181,763	181,220	187,095	175,722	187,693	167,417	182,687
JULY	280,293	261,545	214,800	199,876	199,645	240,487	202,817	185,672	187,544	215,463
AUGUST	275,018	251,597	206,429	231,447	210,777	225,280	179,208	167,623	208,123	188,933
SEPTEMBER	239,167	227,586	181,626	174,925	169,779	181,556	157,626	151,238	175,833	160,492
OCTOBER	177,717	206,986	188,859	170,759	143,805	148,186	151,878	143,498	165,156	145,722
NOVEMBER	194,002	191,454	169,636	151,193	135,482	133,317	137,452	126,023	119,924	135,922
DECEMBER		194,570	186,582	139,795	146,329	143,324	133,796	141,554	126,294	138,224
Grand Total/Yr	2,349,094	2,512,750	2,119,017	1,946,596	1,909,290	1,989,738	1,826,183	1,800,534	1,883,782	1,895,858

**STEVENS POINT WATER DEPARTMENT
WELL 11 PUMPAGE HISTORY**

(Pumpage x 1,000)

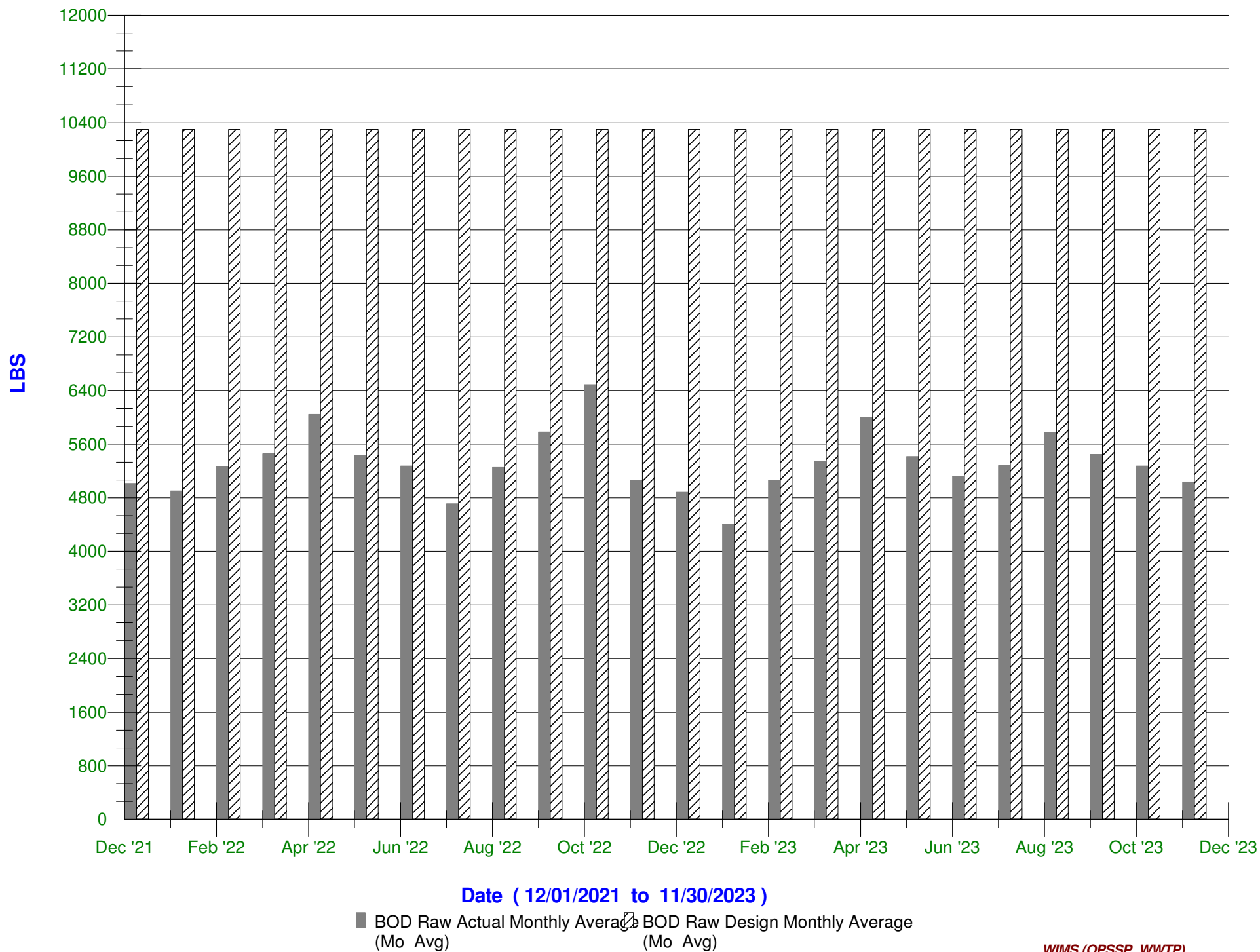
MONTH	2023	2022	2021	2020	2019	2018	2017
JANUARY	88,937	88,942	83,106	82,287	82,112	88,989	89,079
FEBRUARY	79,725	80,355	80,293	83,129	80,253	80,441	80,474
MARCH	81,120	88,834	88,768	88,771	88,609	76,469	88,652
APRIL	84,933	84,742	86,110	86,022	84,640	86,223	76,187
MAY	88,563	88,861	88,978	88,891	88,880	88,968	66,836
JUNE	93,567	85,473	86,219	86,029	85,990	86,098	74,224
JULY	98,201	89,341	89,195	86,944	88,225	88,869	88,996
AUGUST	98,201	89,417	88,490	88,902	88,811	88,978	88,973
SEPTEMBER	88,166	86,525	86,109	86,044	85,974	86,010	86,157
OCTOBER	88,652	89,828	86,373	88,916	88,841	87,366	89,120
NOVEMBER	86,218	86,211	86,217	82,881	85,244	85,751	86,441
DECEMBER		89,035	89,444	88,909	88,890	87,468	72,909
Grand Total/Yr	976,283	1,047,564.00	1,039,302	1,037,725	1,036,469	1,031,630	988,048

Final Effluent Discharge Data

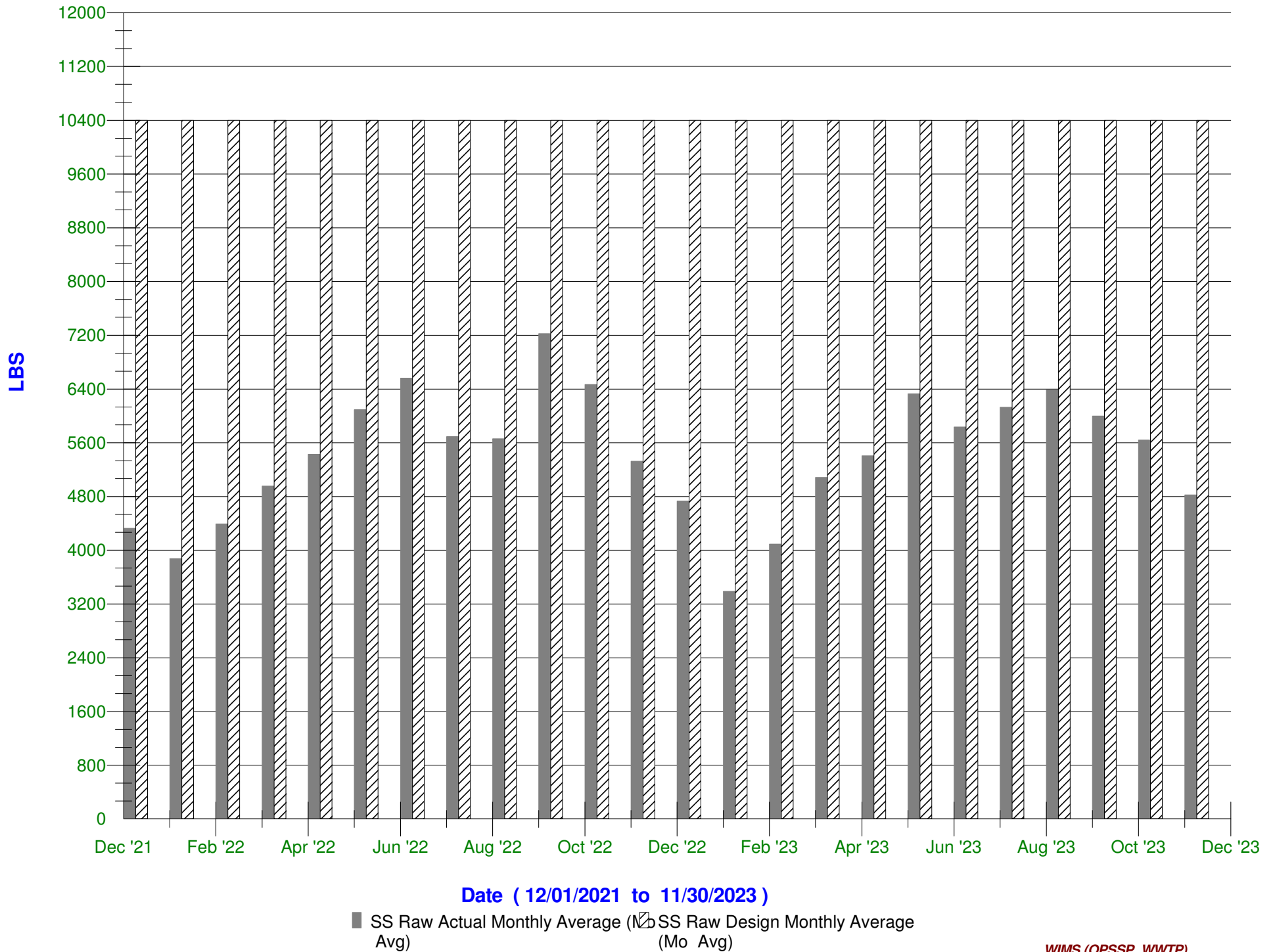
November 2023

		Sewage Flow		BOD					S.S.					Phosphorus				Fecal	Effluent
		Raw	Final	Raw	Final	%	Raw	Final	Raw	Final	%	Raw	Final	Raw	Final	Raw	Final	Coliform	Ammonia
Date	Precip INCHES	MGD	MGD	MG/L	CBOD MG/L	Reduct.	Pounds BOD/Day	Pounds CBOD/Day	(ppm)	(ppm)	Reduct.	Pounds SS/Day	Pounds SS/Day	(ppm)	(ppm)	P/Day	P/Day	Final #/100 ml	mg/L
11/01/2023	0.07	2.894	3.224	271	2.65	99	6,541	71	208	2.58	99	5,020.28	69	4.300	0.274	104	7		15
11/02/2023	0.00	2.843	3.181	300	2.86	99	7,113	76	232	2.59	99	5,500.86	69						
11/03/2023	0.00	2.768	3.150	273	2.82	99	6,302	74	232	3.38	99	5,355.75	89	4.340	0.274	100	7		18
11/04/2023	0.00	2.606	2.967	179	2.71	98	3,890	67	152	2.79	98	3,303.57	69						
11/05/2023	0.00	2.705	3.080	188	2.49	99	4,241	64	140	2.97	98	3,158.36	76	3.700	0.274	83	7		28
11/06/2023	0.03	2.753	3.131	253	3.88	98	5,809	101	256	4.10	98	5,877.77	107						
11/07/2023	0.00	2.657	3.006	244	2.76	99	5,407	69	284	4.22	99	6,293.26	106						
11/08/2023	0.01	2.664	3.029	351	7.94	98	7,798	201	348	3.60	99	7,731.78	91						
11/09/2023	0.02	2.662	3.024	281	7.34	97	6,239	185	268	3.60	99	5,949.89	91		0.350		9		26
11/10/2023	0.00	2.547	2.898	218	2.84	99	4,631	69	184	2.94	98	3,908.52	71		0.274		7		20
11/11/2023	0.00	2.438	2.792	269	3.01	99	5,470	70	208	3.96	98	4,229.25	92		0.410		10		19
11/12/2023	0.00	2.459	2.819	189	2.98	98	3,876	70	216	3.82	98	4,429.74	90						
11/13/2023	0.00	2.577	2.919	234	4.03	98	5,029	98	200	4.85	98	4,298.44	118						
11/14/2023	0.00	2.624	2.995	298	3.57	99	6,521	89	284	4.66	98	6,215.10	116						
11/15/2023	0.00	2.729	3.110	243	3.58	99	5,531	93	256	4.33	98	5,826.52	112						
11/16/2023	0.00	2.481	2.854	228	3.30	99	4,718	79	236	3.84	98	4,883.20	91						
11/17/2023	0.00	2.287	2.633	234	2.77	99	4,463	61	244	5.06	98	4,653.95	111						
11/18/2023	0.00	2.102	2.444	217	2.67	99	3,804	54	256	6.68	97	4,487.85	136	5.420	0.520	95	11		11
11/19/2023	0.00	2.126	2.471	215	2.76	99	3,812	57	320	7.76	98	5,673.87	160	5.150	0.540	91	11		8
11/20/2023	0.00	2.244	2.598	218	2.86	99	4,080	62	196	8.10	96	3,668.13	176						
11/21/2023	0.00	2.232	2.577	225	2.42	99	4,188	52	216	8.20	96	4,020.81	176	5.920	0.440	110	9		21
11/22/2023	0.00	2.157	2.495	254	2.54	99	4,569	53	228	8.00	96	4,101.58	166						
11/23/2023	0.00	1.876	2.206	201	2.78	99	3,145	51	176	7.27	96	2,753.67	134	3.810	0.310	60	6		26
11/24/2023	0.00	1.900	2.218	217	2.45	99	3,439	45	192	7.53	96	3,042.43	139						
11/25/2023	0.00	1.901	2.221	204	2.50	99	3,234	46	220	7.20	97	3,487.95	133	5.980	0.380	95	7		27
11/26/2023	0.03	2.021	2.354	475	2.62	99	8,002	51	488	8.22	98	8,225.31	161	6.900	0.340	116	7		27
11/27/2023	0.02	2.182	2.504	226	3.55	98	4,117	74	232	8.73	96	4,221.91	182						
11/28/2023	0.00	2.200	2.538	305	3.23		5,601		240	8.00	97	4,403.52							
11/29/2023	0.00	2.277	2.643	306	3.15		5,811		276	6.69	98	5,241.29							
11/30/2023	0.00	2.237	2.573	291	4.54		5,429		180	7.27	96	3,358.18							
											100								
Total	0.18	72.149	82.654	7,607	100	2,664	152,811	2,083	7,168	162.94	3,029	143,322.77	3,134	45.520	4.386	854.695	97.202		244.860
Average	0.01	2.405	2.755	254	3	99	5,094	77	239	5.43	98	4,777.42	116	5.058	0.366	94.889	8.167		20.500
Maximum	0.07	2.89	3.22	474.75	7.94	99.45	8,001.98	200.58	488.00	8.73	100.00	8,225.31	182.31	6.90	0.54	116.30	11.13		28.00
Minimum	0.00	1.88	2.21	179.00	2.42	97.39	3,144.81	45.32	140.00	2.58	95.87	2,753.67	68.71	3.70	0.27	59.61	5.70		7.56

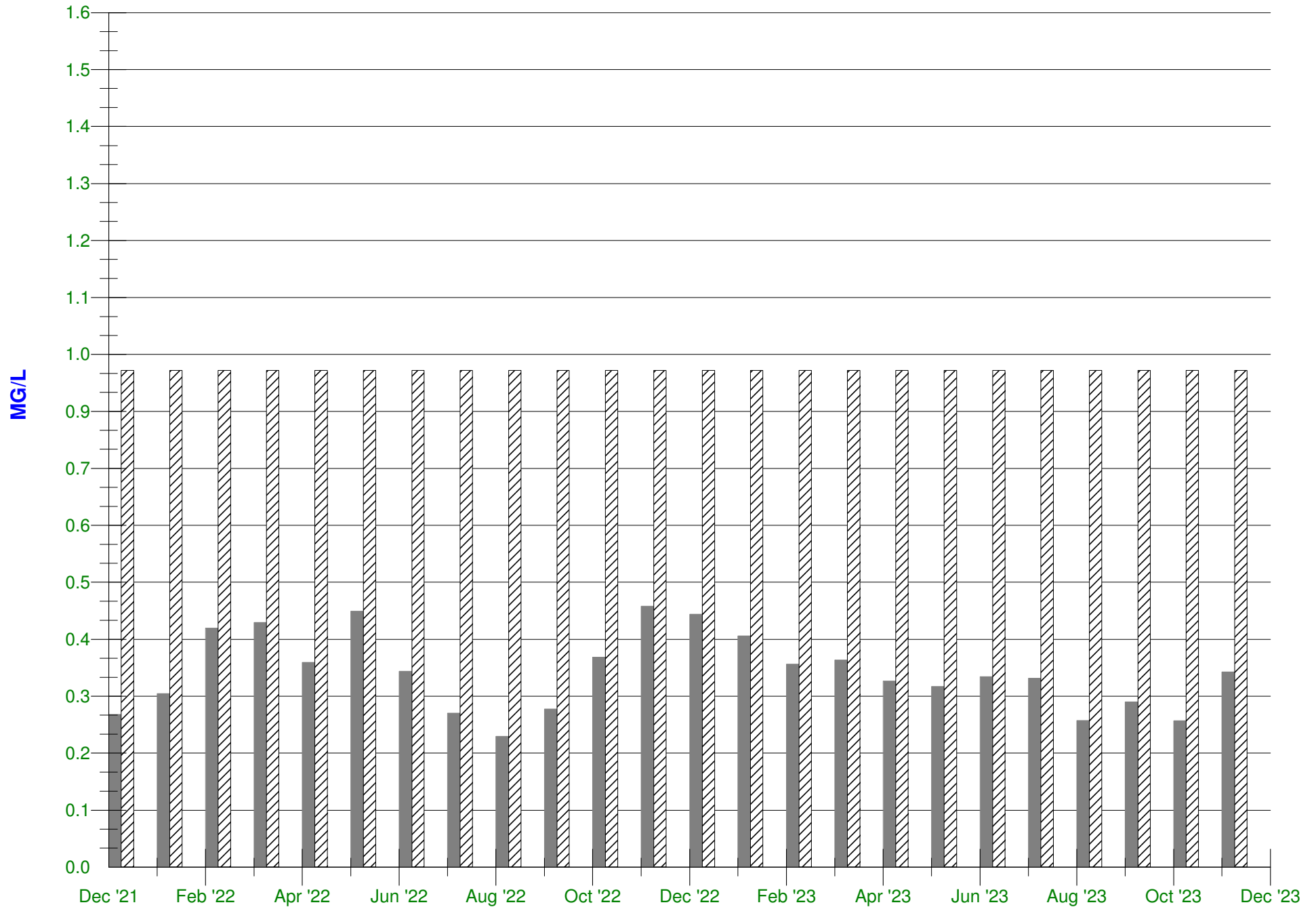
BOD Raw 2 Year History



SS Raw 2 Year History



Phosphorus mg/l 2 Year History



Date (12/01/2021 to 11/30/2023)

■ Effluent Phosphorous Total (Mo Avg) ■ Phosphorus Final Limit (Mo Avg)

Sewage Plant Monthly Average

	Temperature		Precip.	Sewage Flow		Phosphorus				BOD					Suspended Solids						Per Day	Gas
Month	Max	Min	INCHES	Influent	Effluent	Raw Influent		Final Effluent		Raw Influent		Final CBOD Eff.		Reduction	Raw Influent		Final Effluent		Reduction	Power kW	LBS BOD Removed	Production Per Day CUFT
	°F	°F		MGD	MGD	MG/L	LBS	MG/L	LBS	MG/L	LBS	MG/L	LBS	%	MG/L	LBS	MG/L	LBS	%			
Dec 2022	25	13	1.85	2.027	2.248	5.591	96	0.473	9	287	4,852	3.56	66.72	99	278	4,703	3.83	71.75	99	4,667	4,785	
Jan 2023	28	19	1.35	2.045	2.440	5.414	93	0.433	9	257	4,389	3.45	70.30	99	198	3,385	4.61	93.78	98		4,319	
Feb 2023	31	11	1.95	2.130	2.164	5.077	89	0.380	7	284	5,048	4.71	85.01	98	230	4,092	5.19	93.59	98	6,236	4,963	
Mar 2023	38	20	2.54	2.312	2.583	4.831	90	0.388	8	278	5,355	4.41	94.98	98	262	5,045	5.12	110.21	98	7,161	5,260	
Apr 2023	54	34	4.90	3.030	3.212	3.529	89	0.348	9	239	6,046	5.36	143.54	98	217	5,488	6.57	176.06	97	5,800	5,903	
May 2023	68	45	2.05	2.523	2.760	4.483	99	0.338	8	258	5,427	3.08	70.89	99	300	6,311	3.71	85.47	99	5,839	5,356	
Jun 2023	80	55	1.47	2.087	2.195	4.642	80	0.357	7	293	5,103	3.17	57.98	99	335	5,821	3.61	65.99	99	5,533	5,045	
Jul 2023	82	58	2.69	2.015	2.243	5.314	89	0.353	6	312	5,249	3.59	67.12	99	363	6,108	3.79	70.93	99	5,413	5,181	
Aug 2023	81	58	1.71	2.048	2.118	5.804	99	0.275	5	336	5,744	4.88	86.24	99	374	6,388	4.76	84.07	99	5,581	5,657	
Sep 2023	74	54	4.11	2.111	2.195	5.817	99	0.309	6	309	5,444	4.09	74.93	99	341	6,001	4.23	77.39	99	5,667	5,369	
Oct 2023	59	41	8.34	2.530	2.690	5.004	101	0.274	6	258	5,439	2.94	66.00	99	279	5,893	3.26	73.09	99	5,316	5,373	
Nov 2023	44	25	0.18	2.405	2.755	5.058	95	0.366	8	254	5,086	3.32	76.29	99	239	4,792	5.43	124.80	98	7,760	5,010	
Minimum	25	11	0.18	2.015	2.118	3.529	80	0.274	5	239	4,389	2.94	57.98	98	198	3,385	3.26	65.99	97	4,667	4,319	
Maximum	82	58	8.34	3.030	3.212	5.817	101	0.473	9	336	6,046	5.36	143.54	99	374	6,388	6.57	176.06	99	7,760	5,903	
Total	664	434	33.14	27.262	29.602	60.564	1,117	4.293	88	3,366	63,181	46.57	960.01	1,183	3,417	64,028	54.10	1,127.13	1,178	64,972	62,221	
Average	55	36	2.76	2.272	2.467	5.047	93	0.358	7	280	5,265	3.88	80.00	99	285	5,336	4.51	93.93	99	5,907	5,185	



December 6, 2023

MEMO

RE: Agreement for services with Strand and Associates for the application for BRIC grant funding.

Commissioners,

Attached is a task order for services related to the application for a BRIC grant that, if successful, would be for the study of a large part of the stormwater collection system. This study would help us identify how future projects need to be designed in order to better accommodate flooding, treatment, and conveyance of stormwater.

The costs of these services is for the application process, then the City would be responsible for 25% of the total engineering project that would follow.

Thank you for your consideration.

Best Regards,

A handwritten signature in black ink that reads "Joel Lemke". The signature is written in a cursive, flowing style.

Joel Lemke
Director

Task Order No. 23-02
City of Stevens Point, Wisconsin (OWNER)
and Strand Associates, Inc.® (ENGINEER)
Pursuant to Agreement for Technical Services dated November 4, 2019

Project Information

Services Name: 2023 Federal Emergency Management Agency (FEMA) Building Resilient Infrastructure and Communities (BRIC) Grant Subapplication Preparation.

Services Description: Preparation of a Wisconsin Emergency Management (WEM) Notice of Intent (NOI) Preapplication and FEMA BRIC Grant Subapplication for funding a flood study and alternatives analysis.

Scope of Services

ENGINEER will provide the following services to OWNER:

1. Prepare and submit to OWNER the WEM NOI Preapplication and applicable attachments in portable document format file.
2. Provide a request to OWNER for a local match commitment letter and a subrecipient management costs letter.
3. Communicate with WEM about the NOI Preapplication and FEMA Grants Outcomes (GO) BRIC Grant Subapplication.
4. Attend a virtual meeting with OWNER to discuss the WEM NOI Preapplication after OWNER reviews draft application.
5. Incorporate OWNER comments, as appropriate, in the draft WEM NOI Preapplication and FEMA GO BRIC Grant Subapplication.
6. Assist OWNER with submitting the WEM NOI Preapplication and the FEMA GO BRIC Grant Subapplication.
7. Respond to Requests for Information (RFIs) from WEM, if applicable.
8. Respond to RFIs from FEMA, if applicable.

Compensation

OWNER shall compensate ENGINEER for Services under this Task Order a lump sum of \$13,000.

City of Stevens Point
 Task Order No. 23-02
 Page 2
 November 22, 2023

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Schedule

Services will begin upon execution of this Task Order, which is anticipated the week of November 27, 2023. Services are scheduled for completion on April 30, 2024.

OWNER's Responsibilities

In addition to those items found in the associated Agreement for Technical Services, OWNER shall be responsible for the following:

1. Provide a local match commitment letter and subrecipient management costs letter for inclusion in the FEMA BRIC Grant Subapplication by January 12, 2024.
2. Provide permission for an ENGINEER's representative to serve as the Subrecipient Member role on the FEMA GO website.
3. Provide OWNER-specific information required to prepare the WEM NOI Preapplication and the FEMA GO BRIC Grant Subapplication.
4. Electronically sign and submit the final FEMA GO BRIC Grant Subapplication to WEM through FEMA GO by January 12, 2024.

TASK ORDER AUTHORIZATION AND ACCEPTANCE:

ENGINEER:

STRAND ASSOCIATES, INC.®

OWNER:

CITY OF STEVENS POINT

DRAFT

DRAFT

 Joseph M. Bunker
 Corporate Secretary

 Date

 Joel Lemke
 Utility Director

 Date