

Our intention is to have in-person meetings going forward. We will hold the 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
May 13, 2024 - 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. Water Supply and Distribution Reports - *Eric Southworth*
5. Award of contract 24-12, Well No. 12 Drilling - *Joel Lemke*
6. Cityworks Updgrade - *Joel Lemke/Eric Southworth*
7. Sewage Treatment Operations Report - *Chris Lefebvre*
8. Scope of services with Donohue & Associates for UV and clarifier engineering work - *Joel Lemke/Chris Lefebvre*
9. Fine screen repair expenses - *Joel Lemke/Chris Lefebvre*
10. Review and resolution on 2023 Compliance Maintenance Annual Report - *Chris Lefebvre/Joel Lemke*
11. Construction and Maintenance Report - *Shane Kohnen*
12. Rain garden reports - *Joel Lemke/Shane Kohnen*
13. 2023 MS4 Annual Report - *Joel Lemke/Shane Kohnen*
14. Directors Report - *Joel Lemke*
15. Adjournment.

The next Water and Sewerage Commission meeting will be Monday, June 10, 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 & Sewage 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
March 11, 2024 - 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

MINUTES

Discussion and Possible Action on:

1. Roll Call.

PRESENT: Paul Adamski, Carl Rasmussen, Mae Nachman, Anna Haines and Ray Schmidt

ALSO PRESENT: Joel Lemke, Mary Klesmith, Jennifer Schmeiser, Eric Southworth, Shane Kohnen, Jason Draheim and Jaime Zdroik

2. Approval of Minutes

Motion made by Anna Haines, seconded by Carl Rasmussen to approve the February 12, 2024 meeting minutes of the Board of Water & Sewerage Commission.

Ayes all. Nays none. Motion carried.

3. Approval of Department Claims

Motion made by Mae Nachman, seconded by Ray Schmidt to approve the department claims for the month of February as audited and read.

Ayes all. Nays none. Motion carried.

4. Purchase of paving attachment and agreement with the Department of Public Works - Joel

Joel explained that several years ago, rather than putting out a concrete repair contract, we started working with the Streets Department to do some of the concrete repair. We pay them as if they were our contractor now. The alternative would be to hire a company to do this. The problem with this is getting those companies to do the concrete repairs in a timely manner. In the end, it saves us money having the Streets Department do the repairs because we can leave the holes down and ready for payment. If we are using an outside company, we'd have to fill them to the service, then come back and dig them back out once the contractor is done.

Joel is proposing that the Public Utilities purchase the new paving equipment in exchange for the Department of Public Works performing the patching work at a unit

cost of \$65 per square yard until the purchase price of the equipment has been reached. Essentially, starting with an initial credit of the purchase price, \$74,150.

This would benefit the utilities because we'd have better coordination with the Streets Department than a private contractor, and it would result in a quicker resolution to street patches.

Motion made by Carl Rasmussen, seconded by Anna Haines to approve the purchase of a paving attachment in the amount of \$74,150 and the agreement with the Department of Public Works that the equipment be transferred to the Department of Public Works once \$74,150 worth of patching has been performed.

Ayes all. Nays none. Motion carried.

5. Contracted services for GIS - Joel

Joel explained that the GIS Technician recently gave notice of their resignation. We are requesting permission, on a temporary basis, to contract GIS functions until we hire or find another way to fill the roles and responsibilities of this position.

Motion made by Mae Nachman, seconded by Ray Schmidt to approve using contracted services for GIS in an amount not to exceed the wages and benefits of the approved GIS Tech salary and benefits.

Ayes all. Nays none. Motion carried.

6. Water Supply and Distribution Reports - Eric Southworth

Eric stated that we hired a new inspector. She started in mid-February. She is currently being trained because we do have four construction projects this year. One of our inspectors is retiring in June, so we are in the process of hiring his replacement. We are working on year-end reporting for the audit and our regulatory requirements. The Commission questioned why the pumpage was up in February and Eric stated the mill used more water this year than last.

7. Sewage Treatment Operations Report - Chris Lefebvre

Joel stated we are working on a scope of services that we will bring back for some of the larger maintenance work that should probably have a component of it bid out. So we are looking to get back the scope of engineering bidding services from Donohue & Associates.

All permits levels were met for the month of February.

8. Construction and Maintenance Report - Shane Kohnen

Shane stated February has been a quiet month. There are a couple of contracted jobs out for bid on Forest Creek and Badger Ave. Joel explained those would be City projects.

9. Directors Report - Joel Lemke

Joel stated years ago, we had a three-flight contract with the company that did the original pictometry. It has been awhile since that has been done. They are currently looking at two different options to do the pictometry. This will be added to capital and brought back to the Commission next month.

Joel stated this is Mary Klesmith's last Commission meeting with us after 25 years. We will be having an employee luncheon for Mary in the weeks to come. Joel wanted to acknowledge her formally before the Commission. She has been a department MVP. She has been a critical part in the development of the department throughout the years and he wanted to thank her for that. The Commission thanked Mary as well and congratulated her on her upcoming retirement.

A. Update on land purchase/sale and easement rights for Well 12

Joel explained the Slomann Property was purchased for the Well 4 to Well 12 Project. It is the property acquisition we needed to actually place Well 12. The Slomann property consisted of two lots one with a home and the other a vacant lot. After April 1st, the home will be listed for sale. If it sells, there will be written documentation to the future owner about an active municipal well construction site on the lot adjacent to theirs. They are also working on two easements, one for the pipe between the water treatment facility at Well 4 and the new Well 12. The other easement will be documenting that we have been using their driveway for years.

10. Adjournment.

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:30 P.M.

REPORT TO THE APRIL 8, 2024
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

WATER DEPARTMENT

FINANCES:

Bank balance as of March 1, 2024

\$ 7,211,481.49

Bank deposits recorded in March 2024

\$ 573,186.25

\$ 7,784,667.74

CHECKS ISSUED MARCH 2024:

58756	Mae Nachman	Salary	62.35
58763	AnSer	After hours answering service	140.00
58765	Central States H & W Fund	Health Insurance Premiums	34,188.66
58766	City Of Stevens Point	Employee deductions, retirement, fuel, salt usage, 2023	556,663.43
		Street Improvement Project	
58767	Clark Dietz	Professional Services 2024 Street Improvements	9,809.50
58768	CORE & MAIN LP	Inventory	15,479.45
58771	Ferguson Waterworks #1476	Meter couplings	726.80
58772	H&S Protection Systems Inc	Replace five panel & detectors	3,710.00
58773	Metal Crafters Inc	Galvanized nipples	309.40
58774	NAPA	Jumping jacks	29.95
58775	Petty Cash	Postage, Training - per diems/food	73.50
58776	Roberts Irrigation Company Inc	Garage Maintenance	99.18
58777	Teamsters Union Local 662	Union Dues	1,685.00
58781	CORE & MAIN LP	Inventory	30.00
58782	EBI	Office Furniture	3,678.43
58786	Idexx Laboratories Inc	Lab supplies	1,538.64
58787	Knight Barry Title Services	Refund Check 002457-000, 1016 Park St.	60.88
58790	SJE	Test meter & filter cell replace	5,737.72
58791	Smith Filter Corp	Replacement furnace filters	1,581.06
58792	Springbrook Holding Company LLC	Civic Pay Transaction Fee	428.00
58797	WI State Laboratory of Hygiene	Fluoride Testing, solids certificaton	29.00
58798	Wolter, Inc.	Shelving-garage	3,338.94
58799	Community Foundation of Central WI	Employee contribution	10.00
58800	Dobberstein Law Firm LLC	Garnishment	378.33
58801	United Way of Portage County	United Way	51.00
58803	Stevens Point Airport	Work done for Airport	194.89
58804	Aramark	Rug service	46.82
58805	Aspirus Medical Group, Inc.	Wellness Program, Random drug & alcohol testing	287.00
58809	City Of Stevens Point	2023 IT Benefits	6,929.20
58811	CORE & MAIN LP	Parts	49.96
58813	Dakota Electric Services Inc	Maintenance of outside office lights, Electrical repairs & hook up fire alarm	1,144.65
58814	Division of Unemployment Insurance	Unemployment Claims	99.51
58815	Duraclean	Carpet cleaning in office	636.72
58816	Employee Resource Center	EAP Fees - February & March	87.60
58819	INFOSEND INC	Statement & notice processing	2,524.75
58822	Metal Crafters Inc	Parts for dump truck repair	76.08
58824	Northern Lake Services Inc	Drinking water required testing	60.00
58826	Mastercard	Parts & fuel, supplies, tools, dropbox subscription	1,724.52
58828	Reinders Inc	Lawn seed	747.00
58829	Rogan's Shoes	Shelly Solstice- Boots	125.00
58830	Diana Rutta	Refund Check 007361-000, 2172 Strongs Ave.	35.46
58832	Strand Associates Inc	Professional Services Well #12 & Water Treatment Facility	2,908.70
58833	Aspirus Medical Group, Inc.	Wellness program	34.00
58836	Ferguson Waterworks #1476	Meter Couplings	1,228.11
58842	Hawkins Inc	Chemicals	4,288.64
58844	Metron-Farnier LLC	Meters	6,072.38
58846	Teamsters Union Local 662	Union Dues	1,821.00
58847	Mastercard	AWS For GIS Server, Supplies, PPE, Retirement Gift, Radio Parts, Tools	1,039.46
58849	James Meshak	Salary	232.18
58850	Community Foundation of Central WI	Employee contribution	10.00
58851	Dobberstein Law Firm LLC	Garnishment	396.04

58852	United Way of Portage County	United Way	37.00	
58854	AnSer	After Hours Answering Service	140.00	
58855	Aramark	Rug Service	46.82	
58856	Central States H & W Fund	Health Insurance Premiums	62,035.84	
58857	City Of Stevens Point	Workers Comp Insurance Premiums	2,351.44	
58858	CORE & MAIN LP	Inventory	2,481.73	
58859	Dakota Electric Services Inc	Add outlets to work bench	2,076.32	
58860	Dakota Supply Group	Inventory	1,087.36	
58863	First Supply LLC -Plover	Inventory	373.59	
58864	Heartland Business Systems, LLC	Managed Services	211.24	
58865	Jamar Company	Troubleshoot Furnace Issue & Install Control Board,	4,533.17	
		Troubleshoot Alarm System		
58866	Roger Kieliszewski	Uniform reimb/jeans	126.58	
58868	Martelle Water Treatment	Aquadeue - Chemicals	7,661.29	
58869	Metal Crafters Inc	Galvanized Steel Pipes	74.19	
58874	Wolter, Inc.	Corrugated Steel Decking & Supplies	2,322.36	
	Revenue Bond Loan Payment	Revenue Bond Loan Payment	745,488.87	
	Civic Payments	Processing Fees	1,128.86	
	WPS	Utility Charges	24,078.85	
	Payroll	Payroll	44,257.65	
	IRS PR Tax	Payroll Taxes - Federal	57,426.52	
	DOR PR Tax	Payroll Taxes - State	11,970.24	
	Verizon Cell & iPad Charges	Phone & iPad Charges	949.93	
	DOR Garnishment	Garnishment	9.90	
	HRA Admin Fees	Renewal & Admin Fees	44.00	
	TOTAL EXPENSES LISTED		<u>\$ 1,643,552.64</u>	<u>\$ 1,643,552.64</u>
	BALANCE ON HAND MARCH 31, 2024			
		Balance on Hand	\$ 6,141,115.10	
		Payroll processed in Feb for March	\$ 45,880.26	
		Plus uncleared checks	\$ 89,593.20	
		Less checks previously written clearing this month	<u>\$ (49,897.31)</u>	
		Ending Cash Balance matching Bank Statements	\$ 6,226,691.25	
		Less Restricted Funds	\$ (1,142,664.81)	
		Cash on Hand	\$ 5,084,026.44	

REPORT TO THE APRIL 8, 2024
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS
SEWAGE DEPARTMENT

FINANCES:

Bank Balance as of March 1, 2024
Bank Deposits recorded in March 2024

\$	8,765,966.26
\$	361,385.17
\$	9,127,351.43

CHECKS ISSUED IN MARCH 2024:

58764	CDW Government	Phone for Shelly	290.46
58765	Central States H & W Fund	Health Insurance Premiums	17,275.98
58766	City Of Stevens Point	2023 Street Improvement Project, Employee deductions, retirement, fuel, salt usage	458,899.68
58769	Dakota Electric Services Inc	Electrical repairs	944.57
58775	Petty Cash	Training - per diems/food	54.00
58778	Wood Street Rental LLC	Lift rental	367.65
58779	Airgas USA, LLC	Nitrogen	495.00
58780	Cooper Oil Company Inc	Oil	113.00
58782	EBI	Office Furniture	3,678.43
58783	Grainger	Angle Grinder	99.00
58784	Hach Company	Lab supplies	519.10
58785	Harter's Fox Valley Disposal	Dumpster service	675.44
58787	Knight Barry Title Services	Refund Check 002457-000, 1016 Park St.	54.80
58788	NCL of Wisconsin Inc	Chemicals	478.57
58789	PBBS Equipment Corp	Repair flamm failure on boiler	56.19
58792	Springbrook Holding Company LLC	Civic Pay Transaction Fee	428.00
58793	The Lubrizol Corporation	Thermal Oil	5,489.23
58794	USA Blue Book	Supplies	582.94
58795	UW Stevens Point	Intern Wages	2,150.96
58796	Waste Mangmt of WI-MN	Sludge hauling	1,342.00
58797	WI State Laboratory of Hygiene	Solids certification	57.00
58804	Aramark	Rug service & laundry	207.19
58805	Aspirus Medical Group, Inc.	Wellness Program, Random drug & alcohol testing	214.50
58806	AT&T	Phone Charges	44.98
58807	Badger Plastic & Supply Inc	Water tank repair	90.00
58808	Central States H & W Fund	Health Insurance Premiums - Solstice	568.60
58809	City Of Stevens Point	2023 IT Benefits	6,929.19
58812	Cummins Sales & Service	Generator maintenance	2,427.38
58814	Division of Unemployment Insurance	Unemployment Claims	99.51
58816	Employee Resource Center	EAP Fees - February & March	58.40
58817	Grainger	ORP handheld	264.85
58818	Hawkins Inc	Chemicals	639.45
58820	Johnson Controls Fire Protection LP	Biosolids Bldg Annual Alarm Monitoring	749.32
58823	NCL of Wisconsin Inc	Chemicals, lab supplies	1,148.15
58825	PBBS Equipment Corp	Digester boiler controls repair	12,160.00
58827	Portage Co Treasurer	Bulb recycling	45.10
58833	Aspirus Medical Group, Inc.	Pre-employment testing, Wellness Program	384.00
58834	Bond Trust Services Corp	2022 Revenue Bond Principal & Interest Payment REF 341160, Agent Fee 2022 Revenue Bods Ref: 86704-PA	156,856.25
58835	Cummins Sales & Service	Generator Maintenance	1,825.98
58838	Cummins Sales & Service	Replace cooling system on Park Dr lift station	8,636.13
58839	Grainger	Miniature Bayonet	36.50
58841	Hach Company	Lab Supplies	337.55
58843	McMaster-Carr Supply Co	Supplies	322.44
58845	Pace Analytical Services Inc	1st Quarter Mercury Samples	530.00
58847	Mastercard	Supplies, AWS for GIS server, Tools & desk supplies-Shelly, televising supplies, IT pipes, Seminar costs	3,585.89
58853	Advance Auto Parts	Tools	12.61
58855	Aramark	Rug Service & Laundry	207.19
58856	Central States H & W Fund	Health Insurance Premiums	9,447.22
58857	City Of Stevens Point	Workers Comp Insurance Premiums	1,604.12
58861	Dorner Company	Diaphragm Valves	5,040.00
58862	Fastenal Company	Parts for Flush Truck	11.81
58864	Heartland Business Systems, LLC	Managed Services	211.24
58867	MacQueen Equipment	Televising Equip. for Truck #7	970.99
58870	NAPA	Parts for Vac Truck	17.69
58871	Northway Communications Inc	Radio Equip for Truck #12	799.81
58872	Olsen Safety Equipment Corp	Sensor for Gas Meter	271.57
	Revenue Bond	Revenue Bond Payment	1,269,224.51

HRA	HRA Admin Fee	30.00	
Verizon Charges	Verizon Charges	1,466.51	
WPS Utility Charges	Gas & Electric	25,023.37	
Sewer Payroll	Payroll	94,691.05	
Payroll Taxes	Payroll Taxes	5,972.19	
TOTAL OF EXPENSES LISTED		<u>\$ 2,107,215.24</u>	<u>\$ 2,107,215.24</u>
BALANCE ON HAND MARCH 31, 2024			<u>\$ 7,020,136.19</u>
	Balance on Hand		<u>\$ 7,020,136.19</u>
	Plus uncleared checks		<u>\$ 22,266.55</u>
	Less checks previously written clearing this month		<u>\$ (56,543.33)</u>
	Ending Cash Balance matching Bank Statements		<u><u>\$ 6,985,859.41</u></u>
		<u>Less Restricted Balance</u>	\$ (560,237.01)
		TOTAL	\$ 6,425,622.40

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

REPORT TO THE APRIL 2024
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

STORM WATER DEPARTMENT

FINANCES:

Bank balance as of March 1, 2024
 Bank deposits recorded in March 2024

\$ 3,678,824.50
\$ 112,346.69
\$ 3,791,171.19

CHECKS ISSUED MARCH 2024:

58765	Central States H & W Fund	Health Insurance Premiums	10,541.76	
58766	City Of Stevens Point	Employee deductions, retirement, fuel, salt usage, 2023 Street Improvement Project	467,796.60	
58770	Fastenal Company	Supplies	0.63	
58775	Petty Cash	Training - per diems/food	81.00	
58792	Springbrook Holding Company LLC	Civic Pay Transaction Fee	428.00	
58805	Aspirus Medical Group, Inc.	Wellness Program, random drug & alcohol testing	177.50	
58809	City Of Stevens Point	2023 IT Benefits	6,929.19	
58814	Division of Unemployment Insurance	Unemployment Claims	99.51	
58816	Employee Resource Center	EAP Fees - February/March	29.20	
58821	Brad Kucharzak	CDL Testing	314.24	
58826	Mastercard	Training - Jason, supplies	282.05	
58831	Dr. Francesco Sciarrone	Refund Check 024169-000, 968 Main St.	63.37	
58833	Aspirus Medical Group, Inc.	Wellness program	34.00	
58834	Bond Trust Services Corp	2019 Storm Revenue Bond Principal & Interest Payment REF 335110, Revenue Bond -Paying Agent Fee -REF 86703-PA, 2021 Revenue Bond Principal & Interest Payment	310,250.00	
58837	Strand Associates Inc	Professional Services - 2023 FEMA BRIC Grant Subapplication	1,220.00	
58847	Mastercard	Hotel - Brad K, DNR Training, pump parts, AWS for GIS server	1,041.03	
58856	Central States H & W Fund	Health Insurance Premiums	8,867.94	
58857	City Of Stevens Point	Workers Comp Insurance Premiums	905.78	
58864	Heartland Business Systems, LLC	Managed Services	211.24	
58873	Robert Podach	Refund Check 006423-000, 2901-03 Kozy St.	64.12	
	Verizon	iPad & cell phone charges	504.75	
	Payroll	Payroll	33,349.34	
	IRS	Payroll Taxes	3,152.56	
	WPS	Monthly Utility Charges	416.07	
TOTAL OF EXPENSES LISTED			\$ 846,759.88	\$ 846,759.88
BALANCE ON HAND MARCH 31, 2024				\$ 2,944,411.31
				Balance on Hand \$ 2,944,411.31
				Plus checks written after the end of this month
				Plus uncleared checks \$ 11,162.20
				Less checks previously written clearing this month \$ (8,682.90)
Ending Cash Balance matching Bank Statements				\$ 2,946,890.61

REPORT TO THE APRIL 2024
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

FIBER (COMMUNITY AREA NETWORK)

FINANCES:

Bank balance as of March 1, 2024

\$	476,677.16
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Bank deposits recorded in March 2024

\$	322.09
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\$	476,999.25
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CHECKS ISSUED MARCH 2024:

58840 Graybar Electric Co Inventory

5,796.59

58848 Werner Electric Supply Tools

126.61

Fiber Payroll Payroll

280.47

TOTAL OF EXPENSES LISTED

\$	6,203.67	\$	6,203.67
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BALANCE ON HAND MARCH 31, 2024

\$	470,795.58
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Balance on Hand

\$	470,795.58
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Plus checks written after the end of this month

Plus uncleared checks

Less checks previously written clearing this month

Ending Cash Balance matching Bank Statements

\$	470,795.58
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REPORT TO THE MAY 13, 2024
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

WATER DEPARTMENT

FINANCES:

Bank balance as of April 1, 2024

\$ 5,911,839.02

Bank deposits recorded in April 2024

\$ 1,068,689.90

\$ 6,980,528.92

CHECKS ISSUED APRIL 2024:

58876	Employee Resource Center	April EAP Fees	48.45
58877	First Supply LLC -Plover	Nipples	36.16
58879	Hitek Equipment Inc.	Mini Paver	17,833.34
58880	LK Trailers LLC	Equipment for paver	3,883.34
58883	The Sherwin-Williams Co	Paint - Well 11	93.58
58885	Springbrook Holding Company LLC	Civic Pay Transaction Fee	510.00
58886	Vestis	Rugs	46.82
58887	Aspirus Medical Group, Inc.	Wellness Program, Pre-employment Test J. Slowinski	226.50
58889	Baker Tilly Virchow Krause LLP	2023 Audit	3,597.28
58890	City Of Stevens Point	Insurance, fuel & employee deductions	33,532.74
58891	Corpro Co Inc	Inspection of water tower	1,920.00
58892	Ferguson Waterworks #1476	Replacement radios	2,100.00
58894	Hawkins Inc	Chemicals	3,075.27
58896	Star Kaquatosh	Refund Check 037447-000, 1939 Wood St.	136.37
58899	Staab Construction Corp	Raw meter testing - Well 11	3,300.00
58900	WI State Laboratory of Hygiene	Fluoride testing	29.00
58901	James Meshak	Salary	606.27
58902	Mae Nachman	Salary	62.35
58903	Community Foundation of Central WI	Employee Contribution	10.00
58905	United Way Of Portage County	United Way	51.00
58906	Anderson O'Brien LLP	Slomann Property Purchase Fees	2,450.50
58907	Avineon, Inc.	GIS Support	730.00
58909	Central States H & W Fund	Health Insurance Buy In-J Slowinski	1,855.20
58910	Complete Control Inc.	Troubleshoot air unit program	1,638.00
58911	Dolce Digital Imaging	Meter cards	161.00
58913	John Fabick Tractor Co	Parts for back hoe	155.57
58915	Petty Cash	Postage, mileage, employee anniversary & retirement	242.90
58916	SEH INC	Final invoice for AT&T upgrade	287.25
58917	Seiler Instrument & Mfg	GPS Unit	12,578.02
58918	The Sherwin-Williams Co	Paint-Well 11	295.56
58919	Teamsters Union Local 662	Union dues	1,877.00
58921	Wolter, Inc.	Forklift repairs, Utility Garage-floor sweeper	600.89
58922	Mark Zalewski	Jean allowance	126.58
58923	Aramark	Uniforms	544.48
58925	Batteries Plus LLC	Batteries	33.12
58926	City Of Stevens Point	Insurance, retirement, fuel, employee deductions	61,475.69
58927	Hawkins Inc	Chemicals	3,214.77
58928	Heartland Business Systems, LLC	Failed drivers, technical support	1,743.48
58932	muGrid Analytics LLC	Solar Monitoring Services	300.00
58935	Mastercard	Parts, Software renewal - Cityworks, supplies, uniforms	1,944.73
58936	Strand Associates Inc	Professional Services 2024 Street Improvements, Professional Services - Well #12 Water Treatment Facility	18,074.52
58937	Mada Custom Apparel	Uniforms	216.10
58938	Aramark	Zip up fleece - Joel	29.98
58940	Kamstrup Water Metering LLC	Meter Software	954.98
58941	Joel Lemke	Reimbursement DC Conference -Hotel	1,608.17
58942	Metron-Farnier LLC	Meters, Shipping	41,217.63
58944	Olsen Safety Equipment Corp	Confined Space Meter	1,098.25
58945	SJE	Well 8 Scada Programming	467.54
58946	Strand Associates Inc	Professional Services 2024 Street Improvements	26,267.50
58947	James Meshak	Salary	981.69
58948	AnSer	After hours answering service	140.00

58949	Vestis	Rugs	46.82		
58951	Ferguson Waterworks #1476	Oil & parts	700.00		
58952	First Supply LLC -Plover	Sharkbite Coupling	29.39		
58953	H&S Protection Systems Inc	Update Alarm Panel	62.50		
58956	Star Business Machines	Qtrly copier maintenance charge	261.78		
58957	Mastercard	AWS Services, Flushing parts, Zoom & Amazon Web Services, fix door locks, anniversary lunch, travel expenses for conference, supplies & training	2,297.68		
58958	Community Foundation of Central WI	Employee Contribution	10.00		
58959	United Way Of Portage County	United Way	51.00		
58961	AL-CHROMA	Crackmaster Supreme/Direct Fire 30#	76.00		
58962	Central Door Solutions, LLC	Overhead garage door repairs	199.50		
58963	City Of Stevens Point	2023 Street Improvement & Resurfacing, December 2023 Billing/Heartland, November 2023 Monthly Billing, Rocket Cyber Subscription Dec 2023, Electronic HP Hardware Support, Adobe License Renewal, Rocket Cyber Sept 2023 Backup capacity, Exagrid Support & Maint 5 Years	75,630.46		
58964	CORE & MAIN LP	Tools & supplies	1,610.91		
58965	Kelsey Dewolfe	Refund Check 039098-000, 924 Songbird Ln Unit J6	56.80		
58967	Ferguson Waterworks #1476	Hydrant flow tests	95.52		
58968	ID Card Group	ID Badges	205.67		
58973	Northern Properties JCJ LLC	Refund Check 040489-000, 3716 Doolittle Drive	14.81		
58975	City Of Stevens Point	2022 Revenue Bond, Workers Comp	95,141.41		
58976	Multi Media Channels, LLC	Flushing Notices	17.17		
	Revenue Bond Loan Payment	Revenue Bond Loan Payment	145,000.00		
	Civic Payments	Processing Fees	1,481.51		
	WPS	Utility Charges	23,440.00		
	Payroll	Payroll	35,005.29		
	IRS PR Tax	Payroll Taxes - Federal	36,202.09		
	DOR PR Tax	Payroll Taxes - State	7,554.16		
	Verizon Cell & iPad Charges	Phone & iPad Charges	580.29		
	DOR Garnishment	Garnishment	9.90		
	HRA Admin Fees	Renewal & Admin Fees	30.00		
	TOTAL EXPENSES LISTED		\$ 680,220.23	\$	680,220.23
	BALANCE ON HAND APRIL 30, 2024				
		Balance on Hand		\$	6,300,308.69
		Plus uncleared checks		\$	177,646.28
		Less checks previously written clearing this month		\$	(89,128.06)
		Ending Cash Balance matching Bank Statements		\$	6,388,826.91
		Less Restricted Funds		\$	(1,142,612.66)
		Cash on Hand		\$	5,246,214.25

REPORT TO THE MAY 13, 2024
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS
SEWAGE DEPARTMENT

FINANCES:

Bank Balance as of April 1, 2024
Bank Deposits recorded in April 2024

\$	7,020,136.19
\$	705,295.84
\$	7,725,432.03

CHECKS ISSUED IN APRIL 2024:

58875	Badger Laboratories, Inc.	Nitrate sampling	52.00
58876	Employee Resource Center	April EAP Fees	28.50
58878	Grainger	Gas skid connector	65.31
58879	Hitek Equipment Inc.	Mini Paver	17,833.33
58880	LK Trailers LLC	Equipment for paver	3,883.33
58881	McMaster-Carr Supply Co	Shaker boot	137.40
58882	Daniel & Cathleen Morey	Repair damaged sewer lateral that was not marked	120.00
58884	SJE	Troubleshoot flow meter	919.50
58885	Springbrook Holding Company LLC	Civic Pay Transaction Fee	510.00
58886	Vestis	Rug & laundry services	207.19
58887	Aspirus Medical Group, Inc.	Wellness Program	154.00
58888	Auto Xtras, LLC	Truck #12 Accessories	2,075.93
58889	Baker Tilly Virchow Krause LLP	2023 Audit	2,656.81
58890	City Of Stevens Point	Insurance, fuel & employee deductions	40,806.49
58893	Harter's Fox Valley Disposal	Dumpster Service	675.44
58895	Ingersoll Rand Co	Muffler	852.00
58896	Star Kaquatosh	Refund Check 037447-000, 1939 Wood St.	135.21
58898	PBBS Equipment Corp	Repair thermal oil heater	2,881.44
58907	Avineon, Inc.	GIS Support	730.00
58908	Batteries Plus LLC	UPS Batteries	214.00
58911	Dolce Digital Imaging	Business cards-Shelly Solstice	50.00
58912	J & W Instruments Inc	Flow meter head	1,810.00
58914	NCL of Wisconsin Inc	Chemicals	697.62
58917	Seiler Instrument & Mfg	GPS Unit	12,578.02
58920	UW Stevens Point	Intern Wages	1,137.70
58921	Wolter, Inc.	Forklift repairs, Utility Garage floor sweeper	600.89
58922	Mark Zalewski	CDL Renewal	75.48
58924	AT&T	Phone charges	44.98
58926	City Of Stevens Point	Insurance, retirement, fuel, employee deductions	9,807.67
58928	Heartland Business Systems, LLC	Technical Support, failed drivers	1,743.42
58929	Ingersoll Rand Co	Mufflers for plant air compressor	650.25
58930	Chris Lefebvre	Mileage for Wisconsin Dells/Madison	268.00
58934	Olsen Safety Equipment Corp	Supplies	812.91
58935	Mastercard	Supplies - Shelly, parts for televising truck	601.17
58936	Strand Associates Inc	Professional Services 2024 Street Improvements	3,858.34
58937	Mada Custom Apparel	Uniforms	326.45
58939	Dorner Company	Check Valve	1,022.01
58943	NCL of Wisconsin Inc	Chemicals	449.03
58946	Strand Associates Inc	Professional Services 2024 Street Improvements	13,133.75
58949	Vestis	Rugs & laundry services	207.19
58950	Dakota Electric Services Inc	Install inlets at two lift stations	715.00
58954	Hawkins Inc	Chemicals	632.10
58955	Ingersoll Rand Co	Valve	377.27
58957	Mastercard	AWS Services, supplies, truck #7 supplies, training & replace mailbox, training expenses	3,227.33
58960	Airgas USA, LLC	Nitrogen	1,962.64
58963	City Of Stevens Point	2023 Street Improvement & Resurfacing, Adobe License Renewal, December 2023 Billing/Heartland, Rocket Cyber Sept 2023, Backup capacity, Exagrid Support & Maint 5 Years, November 2023 Monthly Billing, Rocket Cyber Sub Dec 2023	62,288.53
58965	Kelsey Dewolf	Refund Check 039098-000, 924 Songbird Ln Unit J6	64.31
58966	Endustra Filter Manufacturers	Replacement filter	312.00
58968	ID Card Group	ID Badges	205.67
58969	L&S Electric Inc.	Flanges & supplies	506.50
58970	Labconco Corporation	Seal for lab dishwasher	49.64
58971	MacQueen Equipment	Televising Equipment	1,081.85
58972	Mulcahy Shaw Water Inc	Supplies	3,454.51
58973	Northern Properties JCJ LLC	Refund Check 040489-000, 3716 Doolittle Dr.	15.16
58975	City Of Stevens Point	2019 Revenue Bond, Workers Comp	28,239.24
	Civic Pay	Fees	1,481.50

Revenue Bond	Revenue Bond Payment	270,000.00	
HRA	HRA Admin Fee	30.00	
Verizon Charges	Verizon Charges	376.10	
WPS Utility Charges	Gas & Electric	19,311.20	
Sewer Payroll	Payroll	63,140.06	
Payroll Taxes	Payroll Taxes	3,940.55	
TOTAL OF EXPENSES LISTED		<u>\$ 586,223.92</u>	<u>\$ 586,223.92</u>
BALANCE ON HAND APRIL 30, 2024			<u>\$ 7,139,208.11</u>
	Balance on Hand		<u>\$ 7,139,208.11</u>
	Plus uncleared checks		<u>\$ 102,390.38</u>
	Less checks previously written clearing this month		<u>\$ (22,230.14)</u>
	Ending Cash Balance matching Bank Statements		<u><u>\$ 7,219,368.35</u></u>
		<u>Less Restricted Balance</u>	\$ (5,610,207.18)
		TOTAL	\$ 1,609,161.17

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

REPORT TO THE MAY 2024
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

STORM WATER DEPARTMENT

FINANCES:

Bank balance as of April 1, 2024
 Bank deposits recorded in April 2024

\$ 2,944,411.31
\$ 275,369.88
\$ 3,219,781.19

CHECKS ISSUED APRIL 2024:

58876	Employee Resource Center	April EAP Fees	14.25	
58879	Hitek Equipment Inc.	Mini Paver	17,833.33	
58880	LK Trailers LLC	Equipment for paver	3,883.33	
58885	Springbrook Holding Company LLC	Civic Pay Transaction Fee	510.00	
58887	Aspirus Medical Group, Inc.	Wellness Program	154.00	
58889	Baker Tilly Virchow Krause LLP	2023 Audit	2,652.49	
58890	City Of Stevens Point	Insurance, fuel & employee deductions	2,755.09	
58896	Star Kaquatosh	Refund Check 037447-000, 1939 Wood St.	52.72	
58897	Metal Crafters Inc	Aluminum pipe	35.00	
58907	Avineon, Inc.	GIS Support	730.00	
58915	Petty Cash	Postage, mileage, employee anniversary & retirement	105.00	
58917	Seiler Instrument & Mfg	GPS Unit	12,578.02	
58921	Wolter, Inc.	Forklift repairs, Utility Garage - floor sweeper	600.88	
58926	City Of Stevens Point	Insurance, retirement, fuel, employee deductions	6,033.58	
58928	Heartland Business Systems, LLC	Technical Support, Failed drivers	1,743.42	
58931	MacQueen Equipment	Supplies for Truck #33	1,213.96	
58933	Oater LLC	Refund Check 036635-000, 1232 Second St.- Storm Water	14.81	
58935	Mastercard	Supplies - Jason	745.89	
58936	Strand Associates Inc	Professional Services 2024 Street Improvements	3,858.33	
58937	Mada Custom Apparel	Uniforms	178.10	
58946	Strand Associates Inc	Professional Services 2024 Street Improvements	13,133.75	
58957	Mastercard	Training Expense - Jason, supplies, keys made, AWS Services	1,017.49	
58963	City Of Stevens Point	2023 Street Improvement & Resurfacing, November 2023 Monthly Billing, December 2023 Billing/Heartland, Adobe License Renewal, Rocket Cyber Sept 2023 & Dec 2023, backup capacity, Exagrid Support & Maint 5 Years	50,552.53	
58968	ID Card Group	ID Badges	205.66	
58974	Reinders Inc	Straw blanket rolls	59.94	
58975	City Of Stevens Point	2022 Revenue Bond, Workers Comp	74,727.84	
	2022 Revenue Bond	Principal Payment Transferred	100,000.00	
	Civic Pay	Fees	1,481.50	
	Verizon	iPad & cell phone charges	492.55	
	Payroll	Payroll	23,158.07	
	IRS	Payroll Taxes	2,093.03	
	WPS	Monthly Utility Charges	211.44	
TOTAL OF EXPENSES LISTED			\$ 322,826.00	\$ 322,826.00
BALANCE ON HAND APRIL 30, 2024				\$ 2,896,955.19

Balance on Hand	\$ 2,896,955.19
Plus checks written after the end of this month	
Plus uncleared checks	\$ 126,563.46
Less checks previously written clearing this month	\$ (11,135.11)
Ending Cash Balance matching Bank Statements	\$ 3,012,383.54

REPORT TO THE MAY 2024
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

FIBER (COMMUNITY AREA NETWORK)

FINANCES:

Bank balance as of April 1, 2024

\$ 470,676.52

Bank deposits recorded in April 2024

\$ 22,049.67

\$ 492,726.19

CHECKS ISSUED APRIL 2024:

58925 Batteries Plus LLC Batteries

18.24

TOTAL OF EXPENSES LISTED

\$ 18.24 \$ 18.24

BALANCE ON HAND APRIL 30, 2024

\$ 492,707.95

Balance on Hand

\$ 492,707.95

Plus checks written after the end of this month

Plus uncleared checks

Less checks previously written clearing this month

Ending Cash Balance matching Bank Statements

\$ 492,707.95

**STEVENS POINT, WISCONSIN
WATERWORKS REPORT**

FOR MARCH 2024

CURRENT YEAR VS. PREVIOUS YEAR

	2023	2024	INCREASE	DECREASE	RECORD HIGH	DATE	
Total pumpage, gallons	169,879,000	197,093,000	27,214,000		207,774,000	Mar-05	
Daily pumping average, in gallons	5,479,970	6,357,000	877,030				
Peak pumpage, gallons, (date)	6,931,000 (9TH)	7,111,000 (1ST)	180,000		8,433,000	3/1/2005	
Low pumpage, gallons, (date)	3,465,000 (18TH)	5,730,000 (19TH)	2,265,000		1,785,000	03/29/70	
					3,436,000	3/15/1998	<i>Previous record low.</i>
					2,239,000	3/25/2016	<i>◀NEW-Record low since</i>
Power bill	\$19,376.70	\$20,170.84	\$794.14				<i>1995 when utility started</i>
K.W.H's used	216,042	223,989	7,947				<i>providing water to</i>
							<i>Stora Enso</i>
Gallons pumped per K.W.H.	786	880	94				

STEVENS POINT, WISCONSIN WATERWORKS REPORT

FOR APRIL 2024

CURRENT YEAR VS. PREVIOUS YEAR

	2023	2024	INCREASE	DECREASE	RECORD HIGH	DATE	
Total pumpage, gallons	167,050,000	194,614,000	27,564,000		225,874,000	Apr-02	
Daily pumping average, in gallons	5,568,330	6,487,000	918,670				
Peak pumpage, gallons, (date)	6,894,000 (14TH)	7,281,000 (24TH)	387,000		9,434,000	4/24/2002	
Low pumpage, gallons, (date)	3,075,000 (30TH)	5,981,000 (17TH)	2,906,000		1,980,000	04/16/90	
					2,830,000	4/25/2022	◀Record low since 1995 when the utility started providing water to Stora Enso.
Power bill	\$19,154.13	\$20,741.14	\$1,587.01				
K.W.H's used	202,655	240,657	38,002				
Gallons pumped per K.W.H.	824	809		15			

STEVENS POINT WATER DEPARTMENT CONSUMPTION HISTORY

(Pumpage x 1,000)

MONTH	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
JANUARY	190,129	178,957	188,381	138,644	150,622	142,263	147,206	140,438	131,056	135,295
FEBRUARY	200,341	173,997	173,503	135,391	131,127	135,573	132,869	123,311	124,330	132,142
MARCH	197,093	169,879	195,466	150,690	138,327	154,358	148,770	139,881	131,189	146,717
APRIL	194,614	167,050	171,871	146,563	127,470	135,713	133,238	142,367	135,484	145,731
MAY		208,084	211,721	174,529	149,292	154,346	168,410	141,687	175,174	173,606
JUNE		284,930	238,070	225,268	181,763	181,220	187,095	175,722	187,693	167,417
JULY		280,293	261,545	214,800	199,876	199,645	240,487	202,817	185,672	187,544
AUGUST		275,018	251,597	206,429	231,447	210,777	225,280	179,208	167,623	208,123
SEPTEMBER		239,167	227,586	181,626	174,925	169,779	181,556	157,626	151,238	175,833
OCTOBER		177,717	206,986	188,859	170,759	143,805	148,186	151,878	143,498	165,156
NOVEMBER		194,002	191,454	169,636	151,193	135,482	133,317	137,452	126,023	119,924
DECEMBER		182,805	194,570	186,582	139,795	146,329	143,324	133,796	141,554	126,294
Grand Total/Yr	782,177	2,531,899	2,512,750	2,119,017	1,946,596	1,909,290	1,989,738	1,826,183	1,800,534	1,883,782

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

(Pumpage x 1,000)

MONTH	2024	2023	2022	2021	2020	2019	2018	2017
JANUARY	89,029	88,937	88,942	83,106	82,287	82,112	88,989	89,079
FEBRUARY	83,297	79,725	80,355	80,293	83,129	80,253	80,441	80,474
MARCH	82,726	81,120	88,834	88,768	88,771	88,609	76,469	88,652
APRIL	86,122	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		88,973	89,035	89,444	88,909	88,890	87,468	72,909
Grand Total/Yr	341,174	1,065,256	1,047,564.00	1,039,302	1,037,725	1,036,469	1,031,630	988,048



Strand Associates, Inc.®
910 West Wingra Drive
Madison, WI 53715
(P) 608.251.4843
www.strand.com

May 7, 2024

Mr. Joel Lemke, Public Utilities Director
Stevens Point Utilities
300 Bliss Avenue
Stevens Point, WI 54481

Re: Well No. 12 Drilling
Contract 24-12
City of Stevens Point, Wisconsin

Dear Joel,

Bids for the above-referenced Project were opened on May 7, 2024. One Bid was received with the resulting Bid tabulation enclosed. The low Bid of \$354,583.00 was less than ENGINEER's opinion of probable construction cost.

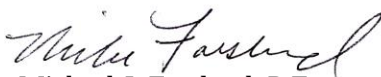
Municipal Well and Pump of Waupun, Wisconsin, was the apparent low Bidder at \$354,583.00. The Bid included a Bid Bond for 5 percent. The Bid is deemed to be responsive.

Strand Associates, Inc.® has previously worked with Municipal Well and Pump on projects for the Village of Slinger and the Cities of Fond du Lac and Oconomowoc. For those projects, the owners determined Municipal Well and Pump to be responsible.

If you determine that Municipal Well and Pump is a responsible Bidder after your evaluation of their qualifications, we recommend proceeding with award of the Contract in accordance with Article 18 of the Instructions to Bidders.

Sincerely,

STRAND ASSOCIATES, INC.®


Michael J. Forslund, P.E.

Enclosures

Well No. 12 Drilling						
Contract 24-12						
City of Stevens Point, Wisconsin						
Solicitor: Strand Associates, Inc.						
May 7, 2024 11 A.M. CST						
					Municipal Well & Pump	
Section Title	Line Item	Item Description	UofM	Quantity	Unit Price	Extension
Well No. 12 Drilling						
	1	Move In and Out	LS	1	\$137,000.00	\$137,000.00
	2	Gravel Wall Well 36?IN Hole	LF	95	\$855.00	\$81,225.00
	3	Gravel Wall Well 26?IN Inner Casing	LF	78	\$311.00	\$24,258.00
	4	Gravel Wall Well Formation Sampling	LS	1	\$13,880.00	\$13,880.00
	5	Gravel Wall Well 26?IN Screen	LF	20	\$973.00	\$19,460.00
	6	Grouting	LS	1	\$14,950.00	\$14,950.00
	7	Development	HRS	40	\$454.00	\$18,160.00
	8	Furnish Production Well Test Pump	LS	1	\$20,210.00	\$20,210.00
	9	Operate Production Well Test Pump	HRS	40	\$174.00	\$6,960.00
	10	Video Survey	EA	1	\$2,020.00	\$2,020.00
	11	Abandonment of Existing Test Well	LS	1	\$11,460.00	\$11,460.00
	12	Cash Allowance for Water Quality Analyses (\$5,000)	LS	1	\$5,000.00	\$5,000.00
Base Bid Total:					\$354,583.00	

BIDDER: Midwest Well Services, Inc. dba: Municipal Well & Pump

BID FORMS

CITY OF STEVENS POINT
STEVENS POINT, WISCONSIN
WELL NO. 12 DRILLING
CONTRACT 24-12

Prepared by:

STRAND ASSOCIATES, INC.®
910 West Wingra Drive
Madison, WI 53715
www.strand.com

Issued for Bid
April 11, 2024



SECTION 00 41 00

BID

CITY OF STEVENS POINT
STEVENS POINT, WISCONSIN
WELL NO. 12 DRILLING
CONTRACT 24-12

A. Table of Contents

- ARTICLE 1. BID RECIPIENT
- ARTICLE 2. BIDDER'S ACKNOWLEDGEMENTS
- ARTICLE 3. BIDDER'S REPRESENTATIONS
- ARTICLE 4. BIDDER'S CERTIFICATIONS
- ARTICLE 5. BASIS OF BID
- ARTICLE 6. TIME OF COMPLETION
- ARTICLE 7. ATTACHMENTS TO THIS BID
- ARTICLE 8. DEFINED TERMS
- ARTICLE 9. COMMUNICATIONS
- ARTICLE 10. BID SUBMITTAL

ARTICLE 1–BID RECIPIENT

1.01 Bids to be received until 11 A.M., local time, May 7, 2024.

1.02 Online electronic Bidding through QuestCDN.com is the only way the Bid will be accepted. To access the electronic Bid Form, download the Project Documents and click the Online Bidding button.

1.03 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with OWNER in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2–BIDDER'S ACKNOWLEDGEMENTS: ACCEPTANCE PERIOD, INSTRUCTIONS, AND RECEIPT OF ADDENDA

2.01 Bid Acceptance Period

A. This Bid will remain subject to acceptance for 85 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of OWNER.

2.02 Instructions to Bidders

A. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.

2.03 In submitting this Bid, Bidder represents the following:

A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the addenda.

2.04 Bidder will sign and deliver the required number of counterparts of the Agreement with the bonds, insurance certificates, and other documents required by the Bidding Requirements within 15 days after the date of OWNER's Notice of Award.

ARTICLE 3—BIDDER'S REPRESENTATIONS

3.01 Bidder's Representations

A. In submitting this Bid, Bidder represents the following:

1. Bidder has examined and carefully studied the Bidding Documents, including Addenda.

2. Bidder has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

3. Bidder is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.

4. Bidder has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.

5. Bidder has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.

6. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, if selected as CONTRACTOR; and (c) Bidder's (CONTRACTOR's) safety precautions and programs.

7. Based on the information and observations referred to in the preceding paragraph, Bidder agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.

8. Bidder is aware of the general nature of work to be performed by OWNER and others at the Site that relates to the Work as indicated in the Bidding Documents.

9. Bidder has given ENGINEER written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to CONTRACTOR.

10. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

11. The submission of this Bid constitutes an incontrovertible representation by Bidder that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

ARTICLE 4–BIDDER'S CERTIFICATIONS

4.01 Bidder certifies the following:

A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.

B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.

C. Bidder has not solicited or induced any individual or entity to refrain from Bidding.

D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:

1. Corrupt practice means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the Bidding process.

2. Fraudulent practice means an intentional misrepresentation of facts made (a) to influence the Bidding process to the detriment of OWNER, (b) to establish Bid prices at artificial non-competitive levels, or (c) to deprive OWNER of the benefits of free and open competition.

3. Collusive practice means a scheme or arrangement between two or more Bidders, with or without the knowledge of OWNER, a purpose of which is to establish Bid prices at artificial, non-competitive levels.

4. Coercive practice means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the Bidding process or affect the execution of the Contract.

ARTICLE 5–BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

The following abbreviations may be used in this Bid:

CIP	-	Complete in Place	LS	-	Lump Sum
CY	-	Cubic Yard	LT	-	Left
DI	-	Ductile Iron	MBF	-	Thousand Board Feet
DIA	-	Diameter	MFOB	-	Thousand Freight-On-Board
EA	-	Each	MH	-	Manhole
EST	-	Estimate(d)	RCP	-	Reinforced Concrete Pipe
EXCL	-	Excluding	RT	-	Right
FT	-	Feet	SF	-	Square Foot
GAL	-	Gallon	STA	-	Station
HERCP	-	Horizontal Elliptical RCP	SY	-	Square Yard
HRS	-	Hours	T	-	Ton
IN	-	Inch	VLF	-	Vertical Linear Foot
INCL	-	Including	W/	-	With
LBS	-	Pounds	W/O	-	Without
LF	-	Linear Foot			

BIDDERS SHOULD NOT ADD ANY CONDITIONS OR QUALIFYING STATEMENTS TO THIS BID OR THE BID MAY BE DECLARED IRREGULAR AS NOT BEING RESPONSIVE TO THE INSTRUCTIONS TO BIDDERS.

BID

WELL DRILLING

CITY OF STEVENS POINT STEVENS POINT, WISCONSIN WELL NO. 12 DRILLING CONTRACT 24-12

The following prices per item shall be for furnishing and installing the various items of material and work as specified and shown on the Drawings. Bidder agrees to perform the Work as shown on the Drawings and described in the Specifications for the following listed prices. Bidder acknowledges that Unit Prices have been computed in accordance with Paragraph 13.03 of the General Conditions. Bidder acknowledges that estimated quantities are not guaranteed and are solely for the purpose of comparison of Bids. Final payment for all Unit Price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

NOTE: A price must be bid for each item in the Bid, even though the estimated quantity is zero. Unbalanced or unreasonable unit prices may cause rejection of the Bid.

See Section 01 29 00—Contract Considerations for discussion of Cash Allowances to include in the Bid.

Item No.	Description	Quantity	Unit	Unit Cost	Extension
Rotary Drilling					
1.	Move In and Out	1	LS	\$	\$
2.	Gravel Wall Well 36-IN Hole	95	LF	\$	\$
3.	Gravel Wall Well 26-IN Inner Casing	78	LF	\$	\$
4.	Gravel Wall Well Formation Sampling	1	LS	\$	\$
5.	Gravel Wall Well 26-IN Screen	20	LF	\$	\$
6.	Grouting	1	LS	\$	\$
7.	Development	40	HRS	\$	\$
8.	Furnish Production Well Test Pump	1	LS	\$	\$
9.	Operate Production Well Test Pump	40	HRS	\$	\$
10.	Video Survey	1	EA	\$	\$
11.	Abandonment of Existing Test Well	1	LS	\$	\$
12.	Cash Allowance for Water Quality Analyses	1	LS	\$5,000.00	\$5,000.00

COMPUTED TOTAL BID CONTRACT 24-12 (ITEMS 1 THROUGH 12)

_____ Dollars \$ _____
(Words) (Numbers)

ARTICLE 6--TIME OF COMPLETION

6.01 Bidder agrees that the Work will be substantially complete on or before November 15, 2024, and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before December 15, 2024.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work within the Contract Times.

ARTICLE 7--ATTACHMENTS TO THIS BID

7.01 The following documents are attached to and made a condition of this Bid:

A. Required Bid security in the form of 5% bid bond
(Surety, Certified Check, Bank Money Order, or Bond)

B. Evidence of authority to do business in the state of the Project; or a written covenant to obtain such license, if applicable, within the time for acceptance of Bids.

C. Where applicable, Bidder shall provide CONTRACTOR's License Number for the state of the Project, where noted at end of Bid or Bidder shall provide evidence of Bidder's ability to obtain a State Contractor's License and a covenant by Bidder to obtain said license within the time for acceptance of Bids.

ARTICLE 8--DEFINED TERMS

8.01 The terms used in this Bid with initial or all capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9--COMMUNICATIONS

9.01 Communications concerning this Bid shall be addressed to the address of Bidder indicated below:

Name: Scott De Young, President

Street: 1212 Storbeck Drive

City, State, Zip Code: Waupun, WI 53963

Phone No.: 920-324-3400 Fax No.: 920-324-3431

E-mail address: sdeyo@municipalwellandpump.com

ARTICLE 10--BID SUBMITTAL

Submitted on May 7, 2024

State Contractor License Number WDNR #0013 (if applicable).

If Bidder is:

An Individual

By: _____
(Individual's signature)

Name (typed or printed): _____

Doing business as: _____
Business address: _____

Phone No.: _____ Fax No.: _____

E-mail address: _____

A Partnership

Partnership Name: _____
By: _____
(Signature of general partner -- attach evidence of authority to sign)

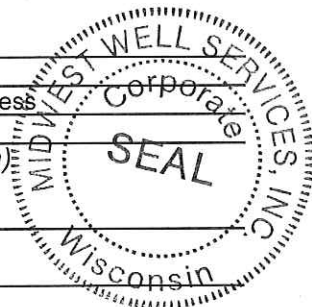
Name (typed or printed): _____
Business address: _____

Phone No.: _____ Fax No.: _____

E-mail address: _____

A Corporation

Corporation Name: Midwest Well Services, Inc. dba: Municipal Well & Pump
State of Incorporation: Wisconsin
Type (General Business, Professional, Service, Limited Liability): General Business
By: _____
(Signature -- attach evidence of authority to sign)



Name (typed or printed): Scott De Young

Title: President

Attest Shelly Schulz
Shelly Schulz (Signature of Corporate Secretary)

Business address: 1212 Storbeck Drive, Waupun, WI 53963

Phone No.: 920-324-3400 Fax No.: 920-324-3431

E-mail address: sdeyo@municipalwellandpump.com

Date of Qualification to do business in (State where the Project is located) is 09/14/2000

Sworn and subscribed to before me this
7 day of May, 2024

Gretchen R. Schaver



Notary Public or Other Officer
Authorized to Administer Oaths.
My Commission expires: 04.03.2028

Section 00 41 00-7
1038.015/24-12

A Limited Liability Company (Note: If member-managed, an authorized member must sign; if manager-managed, the authorized manager must sign. Attach evidence of authority to sign on behalf of LLC).

(Fill in complete name of LLC)

State of Formation: _____

By: _____
(Signature)

_____, [Member] [Manager]
(Print Name)

Business Address: _____

Telephone.: _____

Email: _____

Fax: _____

A Joint Venture

Name of Joint Venture: _____

First Joint Venturer Name: _____

By: _____
(Signature of first joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Business address: _____

Phone No.: _____ Fax No.: _____

E-mail address: _____

Second Joint Venturer Name: _____

By: _____
(Signature of second joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Business address: _____

Phone No.: _____ Fax No.: _____

E-mail address: _____

Phone No., Fax No., and postal and E-mail address for receipt of official communications:

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

Sworn and subscribed to before me this
_____ day of _____, _____

Notary Public or Other Officer
Authorized to Administer Oaths.
My Commission expires: _____

END OF SECTION

ACTION BY THE UNANIMOUS WRITTEN CONSENT
OF THE DIRECTORS OF MIDWEST WELL SERVICES, INC.
IN LIEU OF A SPECIAL MEETING OF DIRECTORS

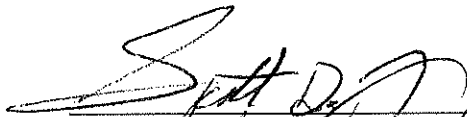
The undersigned, being all the directors of Midwest Well Services, Inc., do hereby adopt the following actions as the actions of the corporation's directors in lieu of an annual meeting of the directors, by unanimous written consent, pursuant to Section 180.0821 of the Wisconsin Statutes.

RESOLVED: That the Board of Directors approve and authorize, the election of the following officers:

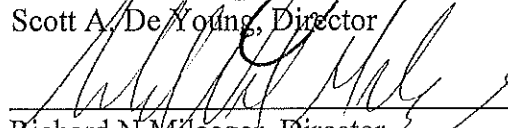
President	Scott A. De Young
Exec. Vice President	Richard N. Milaeger
Vice President	Martin T. Van Ells
Treasurer	Jared A. Oosterhouse
Secretary	Shelly S. Schulz

BE IT FURTHER RESOLVED: Each officer noted above is hereby authorized to sign contracts on behalf of the corporation. Additionally, Brian Brodersen, Senior Project Engineer, is authorized to sign bond agreements, bid documents and contracts as an agent of Midwest Well Services, Inc.

This instrument dated effective this 26th day of February, 2024, to be part of the minutes of the corporation.

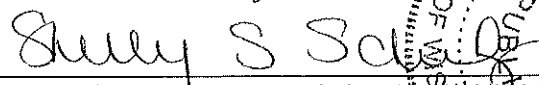


Scott A. De Young, Director

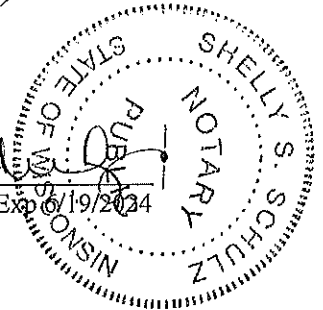


Richard N. Milaeger, Director

Subscribed and sworn before me this 26th day of Feb, 2024



Shelly S. Schulz Commission Expires 6/19/2024

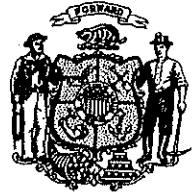


United States of America

State of Wisconsin

DEPARTMENT OF FINANCIAL INSTITUTIONS

Division of Corporate & Consumer Services



To All to Whom These Presents Shall Come, Greeting:

I, Mary Ann McCoshen, Administrator of the Division of Corporate and Consumer Services, Department of Financial Institutions, do hereby certify that

MIDWEST WELL SERVICES, INC.

is a domestic corporation or a domestic limited liability company organized under the laws of this state and that its date of incorporation or organization is September 14, 2000.

I further certify that said corporation or limited liability company has, within its most recently completed report year, filed an annual report required under ss. 180.1622, 180.1921, 181.1622 or 183.0120 Wis. Stats., and that it has not filed articles of dissolution.



IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the official seal of the Department on March 27, 2019.

A handwritten signature in black ink that reads 'Mary Ann McCoshen'.

MARY ANN MCCOSHEN, Administrator
Division of Corporate and Consumer Services
Department of Financial Institutions

DFI/Corp/33

To validate the authenticity of this certificate

Visit this web address: <http://www.wdfi.org/apps/ccs/verify/>

Enter this code: **241103-EA446E14**

This is a report regarding your license or registration status in regards to NR 146, Wisconsin Administrative Code. You may cut along the lines and carry it in your wallet to have your license or registration number and recent status available when needed.

PLEASE NOTIFY THE DEPARTMENT WITHIN TEN DAYS IF THERE ARE ANY CHANGES IN ADDRESSES OR RELATIONSHIPS BETWEEN BUSINESS AND INDIVIDUAL at DNRDGLicensing@wisconsin.gov or call (920) 946-1149.

MUNICIPAL WELL & PUMP/MIDWEST WELL

1212 STORBECK DR

WAUPUN WI 53963

Wisconsin Department of Natural Resources MUNICIPAL WELL & PUMP/MIDWEST WELL# 0013 1212 STORBECK DR WAUPUN WI 53963 Water Well Driller Business Registration Expire Date: 12/31/2024 Pump Installer Business Registration Expire Date: 12/31/2024	Authorization Codes: PIB - A - Notify DNR of changes. WWDB - A - Notify DNR of changes. PIB - E - Business is financially responsible. WWDB - E - Business is financially responsible. Print Date: 03/15/2024
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Explanation of Authorization Codes

A. Notify DNR within 10 days of change in any business ownership or address, or supervisory individual or address.

E. Corporations, partnerships LLCs or businesses are financially responsible for compliance with all applicable regulations.



MUNICIPAL WELL & PUMP

A Division of Midwest Well Services, Inc.

CORPORATE RESUME

History - MUNICIPAL WELL & PUMP was established as a corporation in the State of Wisconsin in July 1984. In 1992 Milaegeer Well & Pump joined forces with the Municipal Well & Pump to provide additional expertise going back to 1916. The company was purchased by Midwest Well Services, Inc. in September 2000, but continues to operate under the Municipal Well & Pump name. In 2005, the company purchased Pumpstation Professionals which expanded our services in the golf course and pump station controls market. In 2016, we purchased Peerless Well & Pump in Dubuque, IA expanding our geographic territory further into Iowa, Illinois, and southwestern Wisconsin. Peerless is a subsidiary of Midwest Well Services, Inc. Total Corporate Sales in 2022 were \$22,350,000 as compared to \$10,352,000 just 6 years earlier in 2016.

Services - The firm primarily engages in well construction, new well pumps and installation, well pump repair, well testing, well rehabilitation, and Geophysical Exploration. Municipalities and large industries throughout Illinois & Wisconsin comprise the majority of Municipal Well & Pump customers, with some customers in Indiana, Iowa, Minnesota and Michigan as well.

Equipment available for performing various drilling and pump servicing operations includes:

- 9 pump rigs/cranes with ratings from 8 tons to 55 tons
- 9 service trucks with cranes rated from 5,000lbs to 7,500lbs.
- 2 Foremost DR24HD dual rotary drill rigs
- 3 cable tool drilling rigs ranging in size from BE28L to BE36L
- 1 Aries Water-well Televising System installed in a Mercedes Sprinter van & 1 Explorer Televising System
- Plus, approximately 50 pieces of support equipment

For a complete listing of all equipment, please see the attached Equipment List.

Facilities - The Corporation operates in a 26,000 square foot modern shop and office facility located in Waupun, Wisconsin. In addition to the building is approximately 6 acres of hard surface storage yard and staging area. We also maintain a 2nd shop facility in Dubuque, IA.

Crews - Municipal Well & Pump runs 8 full-time crews pump crews and 2 full-time drilling crews.

- Our Pump crews are led by Andy Klemme (28 years), Tom Piscitello (26 years), Robert Kooima (16 years) and Wes Derksen (21 years). All of our crews have received hands on training in all aspects of well and pump servicing. Well pumps of up to 1,000 horsepower and 1,200 feet in depth have been installed and serviced by our crews. All operators are licensed pump installers.

- Our Drilling crews are led by Mason Rens (17 years) and Leif Steuck (35+ years). In addition to drilling large diameter wells with depths up to 1,750 feet, they are also experienced with reverse circulation, "barber drilling" and open hole mud drilling. Both are also experienced well and pump service technicians.

Safety - Municipal Well & Pump takes safety seriously and strives for "zero accidents" at all times. We are an active member of ISNetWorld and Avetta which monitors all our OSHA records, EMR results and Safety policies for various clients. Our Drug and Alcohol program is managed by DISA for both FMCSA and DCCHA/NASAP consortiums.

Bonding - Municipal Well & Pump is fully bondable for individual projects up to \$7,500,000 and total projects to \$12,000,000. Complete insurance coverage is in full force with limits of \$2,000,000 Liability with a \$9,000,000 Umbrella.

Summary - Municipal Well & Pump offers a complete spectrum of well and pump related services backed by professional and knowledgeable staff, supported by modern state of the art equipment. The overall progressive attitude of the corporation and its employees generate expert and cost-effective operations.

MAJOR CONTRACTS ON HAND

As of March 6, 2023

Name of Customer	Project	Contract	Percent Complete	Estimated Completion	Engineer / GC
Menomonee Falls, WI	Well #9 Rehabilitation	\$252,282	98	April 2023	None
Winnebago County, WI	Well #1 Pump Rehabilitation	\$177,603	90	April 2023	Willert Hofmann & Associates
Osseo, WI	Well #3 Canned Booster Pumps & Well Pump	\$185,050	85	June 2023	RJ Jurovski / S.E.H.
Pingree Grove, IL	Well #3 Construction and Pump Installation	\$1,427,173	85	June 2023	Williams Brothers/Fehr-Graham
Mount Prospect, IL	Well #17 Rehabilitation	\$348,696	80	March 2023	Baxter & Woodman
Elk Grove, IL	Well #9 Rehabilitation	\$449,692	75	May 2023	Engineering Enterprises
La Salle, IL	Well #13 Construction	\$707,205	75	March 2023	Donahue/Fehr-Graham
Industrial Client, WI	4 New Wells & Pumps	\$755,595	65	June 2023	Burns & McDonald
Waukesha, WI	Well #10 Pump Repairs	\$243,384	60	April 2023	None
Fort McCoy, WI	Wells #24 & #29 Rehabilitation	\$196,443	50	April 2023	MSA Associates
Loves Park, IL	Well #7 Construction	\$322,396	45	September 2023	Baxter & Woodman
Weston, WI	Well #7 & #8 Construction	\$587,324	45	July 2023	Ellis Construction/AECOM
Industrial Client, IL	New Well Construction	\$1,215,968	40	June 2023	None
Slinger, WI	Well #7 Construction	\$245,000	40	August 2023	Strand Associates
Crystal Lake, IL	Well #16 Pump Rehab	\$362,409	35	May 2023	None
Geneva, IL	Well #6 Rehabilitation	\$142,290	30	May 2023	Rempe-Sharpe & Associates
Spencer, WI	Well #7 Construction	\$177,272	25	April 2023	Town & Country Engineers
Janesville, WI	Well #7 Rehabilitation	\$64,547	15	April 2023	None
Grand Geneva Ski Hill	Well Construction	\$239,677	10	December 2023	None
Hudson, WI	Well #10 Maintenance	\$102,234	0	June 2023	None
Huntly, IL	Well #13 Construction	\$1,470,844	0	August 2023	Engineering Enterprises
Cascade, WI	Well #3 Construction	\$174,258	0	May 2023	S.E.H.
Holmen, WI	Well #8 Pump	\$154,310	0	December 2023	Olympic Builders/S.E.H.
Winneconne, WI	Wells #1 & #2 Pump & Booster Rehabilitation	\$158,830	0	December 2023	August Winter & Sons/McMahon

Total Current Backlog \$7,154,054

List of References

Name	Contact	Telephone
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Illinois Municipal References:

City of Galesburg, IL	Tim Fey (tfey@ci.galesburg.il.us)	309-345-3648
Village of Hoffman Estates, IL	Joe Nebel (Joseph.Nebel@Hoffmanestates.org)	847-882-9100
Village of Island Lake, IL	Patrick Stewart (patrick.stewart@voislk.com)	847-526-1954
City of La Salle, IL	Jeff Bumgarner (j.bumgarner@lasalle-il.gov)	815-228-6102
Village of Mount Prospect	Matt Overeem (movereem@mountprospect.org)	847-870-5640
City of Oglesby, IL	Lance Greathouse (lgreathouse@testinc.com)	815-883-3639
City of Silvis, IL	Jim Grafton (jgrafton@silvisil.org)	309-792-9181
City of Sycamore, IL	Matt Anderson (maanderson@cityofsycamore.com)	815-895-2992

Wisconsin Municipal References:

Village of Ashwaubenon, WI	Doug Martin (dmartin@ashwaubenon.com)	920-492-2335
City of Brookfield, WI	Martin Moyer (moyer@ci.brookfield.wi.us)	262-796-6717
City of Colby, WI	Harland Higley (colbydpw@cityofcolby.org)	715-223-6615
Cedarburg Light & Water Utility	Tim Martin (tmartin@cedarburglightandwater.org)	262-375-7652
Village of Grafton, WI	Tim Nennig (tnennig@village.grafton.wi.us)	262-375-5330
Jefferson Utilities	Scott Adler (sadler@wppienergy.org)	920-674-7714
Marshfield Utilities	Jon Richmond (john.richmond@MarshfieldUtilities.org)	715-387-1195
City of Pewaukee, WI	Jane Mueller (jem@pewaukee.wi.us)	262-691-0804
Village of Saukville	Dale Kropidlowski (dkropidlowski@village.saukville.wi.us)	262-284-3185
Watertown Water	Peter Hartz (phartz@ci.watertown.wi.us)	920-262-4075
City of Waukesha, WI	Kelly Zylstra (kzylstra@waukesha-water.com)	262-409-4430

Engineer References

AECOM	Dennis Saari	(Verona, WI - 2013)	630-466-6700
Baxter Woodman	Eric Murauskas	(Genoa, IL - 2020)	815-459-1260
CBS Squared, Inc.	Jon Strand	(Greenville, WI 2018)	715-861-7428
C.E.S.	Dennis McMullen	(Cherry Valley, IL - 2013)	815-547-8435
Clark Dietz	Ravi Jayaraman		262-657-1550
Davy Engineering	Jim Kochie		608-782-3130
Engineering Enterprises, Inc.	Stephen Dennison	(Pingree Grove, IL - 2012)	630-466-6700
Fehr Graham & Associates	Adam Holder	(Freeport & Lena, IL - 2012)	815-235-7643
Fehr Graham & Associates	Darin Stykel	(Freeport & German Valley, IL - 2018)	815-235-7643
MG2A	Jim Earlywine	(Godley, IL - 2009)	815-939-4921
MSA Professional Services - Baraboo	Rob Uphoff		608-356-2771
MSA Professional Services - Dubuque, IA	Nick Wagner	(La Porte, IA - 2011)	815-777-9333
Rempe Sharpe	Dan Watson	(Elburn, IL - 2012)	630-232-0827
Ruekert & Mielke, Inc.	Chris Epstein		262-542-5733
Strand Associates, Inc.	Mike Forslund		262-542-5733
Strand Associates, Inc	Steve Kluesner	(Fond du Lac 2013, 2017, 2018, 2019, 2020)	608-251-4843
Town & Country Engineering	Ben Heideman	(Cross Plains - 2021)	608-273-3350

Equipment List

Pump Rigs	
2013	Kenworth T440 with Smeal R15 hoist
2011	Kenworth T370 with Smeal R12 hoist
2008	International 4400 with Smeal 12T hoist
2006	International 7600 with National 800D 23T crane
2005	International 4400 with Smeal R20 hoist
2002	International 4400 with Smeal 12T hoist
2001	International 4600 with Smeal R12 Hoist
2000	Peterbuilt with Smeal R12 hoist
1996	Freightliner with Smeal R36 hoist
1991	GMC with Semco 8T hoist
Peerless (Dubuque) Pump Rigs	
2007	International 4400 with Smeal R15 hoist
2005	Sterling with Smeal R12 hoist

Service Trucks	
2023	Ford F650 – with 7,500 lb Crane, Welder & Tools
2021	Ford F650 – with 7,500 lb Crane, Welder & Tools
2019	Ford F650 – with 7,500 lb Crane, Welder & Tools
2019	Ford F650 – with 7,500 lb Crane, Welder & Tools
2017	Ford F550 – with 7,500 lb Crane, Welder & Tools
2017	Ford F650 – with 7,500 lb Crane, Welder & Tools
2016	Ford F650 – with 7,500 lb Crane, Welder & Tools
2016	Ford F550 – with 7,500 lb Crane, Welder & Tools
2015	Ford F550 – with 7,500 lb Crane, Welder & Tools
2013	Ford F550 – with 7,500 lb Crane, Welder & Tools
2013	Ford F550 – with 7,500 lb Crane, Welder & Tools
2012	Ford F550 – with 7,500 lb Crane, Welder & Tools
2020	Ford F250 – Service Truck

Drill Rigs	
2018	Foremost DR24HD on Kenworth T800 (w/tooling)
2007	Foremost DR24HD on Kenworth T800 (w/tooling)
	Bucyrus Erie 36-L Drill Rig, Diesel, skid mounted
	Bucyrus Erie 28-L Drill Rig, trailer mounted
	Bucyrus Erie 60-L Drill Rig, skid mounted

Support Equipment	
2014	Mercedes Sprinter 3500 - TV Van with Deep Hole Camera
2017	(2) Explorer Video Cameras (Portable)
2005	Kenworth W900 Flatbed
2013	Cable Spool Trailer
	AirShock Equipment with 1,500ft Hose Reel & Trailer
	Ford 455 & Caterpillar 416C Backhoes
	Forklifts (3)
	Trailers - various sizes (21)
	Pickups (14)
	Portable Water Towers (7) ranging from 3,000 to 5,000 gallons
	Various Compressors, Generators, Pumps, Etc

All equipment is maintained in good condition, all maintenance records are tracked electronically, and daily and annual inspections are completed and documented as required by the DOT.

Contracts Completed

Wisconsin Projects:

Name of Customer	Project Description	Contract Value	Completion Date
Neumann Enterprises, Autumn Ridged Subdivision, Ixonia, WI	Two new wells, new pump houses, pumping equipment and a reservoir.	\$1,150,000	March, 2006
Verona, WI	Drill Well #5 – 21" x 1,166' deep	475,000	Mar, 2013
Viroqua, WI	Drill Well #6 - 17" x 1,155' deep	552,338	Aug, 2013
Waukesha, WI	Well #10 – 1,000hp BJ Pump Repair	199,300	April, 2014
Madison, WI	Drilling Well #31 – 25" x 915' deep	1,050,325	Dec, 2014
Nekoosa, WI	Well #4 – Collector Well Rehab	121,031	Aug, 2015
Saukville, WI	Drilling New Well #6	210,857	July, 2016
State of Wisconsin	Fox Lake Prison – Rehab 4 Wells	282,111	Aug, 2016
Curtiss, WI	Well #11 & #12 Construction	543,652	March, 2017
Middleton, WI	Well #6 Rehabilitation	183,496	May, 2017
Pewaukee, WI	Well #2 – Pump Reinstall	130,271	Sept, 2017
Fond du Lac, WI	Well Rehabilitations	365,753	Feb, 2018
Fort McCoy / Alliance Steel	3 New Wells	878,599	Jan, 2018
Brookfield, WI	Well #22 rehabilitation	162,558	September, 2018
Kettle Moraine Fish Hatchery	Multiple Well Constructions	405,067	October, 2018
New London, WI	Well #3 Water Treatment	160,000	November, 2018
Lake Como, WI	Well 1 & Well 2 Rehab	273,209	January, 2019
Fond du Lac, WI	2018 Well Maintenance	439,817	January, 2019
Platteville, WI	Well #6 Construction	844,055	June, 2019
Cobb, WI	Well #4 Construction	274,663	August, 2019
Greenville, WI	Well #5 Construction	367,877	November, 2019
Jefferson, WI	Well #5 Rehabilitation	98,670	January 2020
Delevan, WI	Well #6 Rehabilitation	112,828	April 2020
Fond du Lac, WI	Well #13 Rehabilitation	159,108	April 2020
Fond du Lac, WI	2019 Well Maintenance	203,356	May 2020
New London, WI	Well #4 Replacement Construction	354,518	June 2020
Windsor, WI	Well #3 Test Well	137,675	June 2020
Verona, WI	Well #6 Construction	599,429	July 2020
Pioneer Estates – Grafton, WI	Well #5 Construction	226,452	October 2020
Windsor, WI	Well #3 Construction	256,844	November 2020
Arlington, WI	Well #4 Construction	307,268	April 2021
Cross Plains, WI	Test Well #3	137,642	April 2021
Madison, WI	Well #18 Rehabilitation	178,328	May 2021
State of Wisconsin/ Devil's Lake State Park, WI	New Well & Multiple Well Rehabilitations	232,957	July 2021
Germantown, WI	Well #12 Construction	478,981	December 2021
Jefferson, WI	Well #4 Rehabilitation	299,859	January, 2022
Genoa City, WI	Well #5 Pull and Reinstall	96,590	February 2022
Bristol, WI	Well #3 Rehabilitation	227,392	September 2022
Bloomfield Water Utility, WI	Well #2 Pull and Reinstall	79,116	October 2022
Knapp, WI	Well #2 Pull and Replace	47,783	October 2022
Nekoosa, WI	Well #4 (Collector Well) Rehab	148,008	January 2023
Oconomowoc, WI	Well #8 Construction	494,572	January 2023

Contracts Completed

Illinois Projects:

Name of Customer	Project Description	Contract Value	Completion Date
City of Batavia, IL	Two New Wells	\$ 1,230,000	Dec, 2006
Freeport, IL	Drill 2 New Wells with Pumping Equipment	560,000	March, 2013
Mount Prospect, IL	Well #5 - Evaluation and Rehab	520,714	Dec, 2014
Utica, IL	Well #1 - Install 200' SS Liner	183,500	Jan, 2015
Libertyville, IL	Well #12 - Rehab	356,947	May, 2015
Rochelle, IL	Well #11 - Pump Repair	199,990	Aug, 2015
Rockford, IL	Well #18 - Rehab	257,514	Sept, 2015
Lake in the Hills, IL	Well #14 & # 15 - Pump Equipment/Install	350,634	July, 2016
Arlington Heights, IL	Well #11 Rehabilitation	493,077	June, 2017
Buda, IL	Drill Well #3 - 10" x 1,630'	462,780	June, 2017
German Valley, IL	Two new wells - #4 & #5	416,780	June, 2017
Winnebago County, IL	Drill Well #2 - 16" x 625' w/Pump +	449,526	August, 2017
Arlington Park Race Course	Well Pump Repair / Well Rehab	255,151	March, 2018
Naperville, IL	Well #20 Pump Rehabilitation	365,949	August 2018
Monee, IL	Well #5 Construction	219,758	August 2018
Freeport, IL	Test Wells #11 & #12	649,708	February, 2019
Rockford, IL	Well U35 Rehabilitation	152,026	January, 2019
Capron, IL	Well #3 Construction	301,355	February, 2019
Freeport, IL	Test Wells #11 & #12	658,708	February, 2019
Durand, IL	Test Well	205,361	May, 2019
Shannon, IL	Well #5 Construction	316,589	October, 2019
Gilberts Development, IL	Well 5 & 6 Construction	2,214,000	January, 2020
Sycamore, IL	Well #6 Pump Repairs	165,235	February 2020
LaSalle, IL	Well #12 Rehabilitation	120,330	March 2020
Island Lake, IL	Well #4-10 Rehabilitation	40,272	April 2020
LaSalle, IL	Well #6 Rehabilitation	79,589	June 2020
Grayslake, IL	Well #5 Construction	514,200	June 2020
Crystal Lake, IL	Well #16 Pump Repairs	206,222	July 2020
Carpentersville, IL	Well #6 Rehabilitation	57,782	September 2020
Genoa, IL	Well #4 Modifications	158,812	October 2020
Cary, IL	Well #10 Rehabilitation	200,914	December 2020
Loves Park, IL	Test Well Construction	206,981	February 2021
Bishop Hill, IL	Well #2 Construction	389,583	April 2021
Pingree Grove, IL	Test Well Construction	404,225	April 2021
Frankfort, IL	Well #18 Construction	219,931	October 2021
Peru, IL	Well #5 Rehabilitation	133,490	January 2022
Mt. Prospect, IL	Well #4 Abandonment	226,302	February 2022
Crystal Lake, IL	Well #7 Rehabilitation	322,516	May 2022
Industrial Client, IL	New Well & Pump	327,274	September 2022
Industrial Client, IL	New Well & Pump	410,509	February 2023

Contracts Completed

Other State Projects:

Name of Customer	Project Description	Contract Value	Completion Date
La Porte, IA	New Well #5, with Pump Equipment	\$364,000	July, 2011
Eitzen, MN	Drilling of Well #4	180,695	Nov, 2014
Lanesboro, MN	Turbine Pumps & Abandonments	116,798	Dec, 2015
Ishpeming, MI	Rehab of Wells #2 & #10	48,256	June, 2017
North Liberty, IA	Well Construction Rehab – 2 Wells	825,774	May, 2018

Municipal Well & Pump

Resume of Key Employees

Scott De Young – President/CFO, Treasurer

Scott joined Municipal Well and Pump in 2002. Most recently, Scott worked for the Barnabas Foundation in Orland Park, IL as the Director of Finance and Administration. Prior to 2000, he was the Vice President of Finance and Operations for 2 different printing companies in Chicago since 1989. He also worked for 2 years in public accounting. Scott graduated from Trinity Christian College, Palos Heights, IL in 1987 with a B.S. in Account. Scott is a Certified Public Accountant.

Dick Milaeger – Executive Vice President / Senior Project Manager

Dick is a third generation well contractor with extensive field knowledge in well drilling and pump service. He has been a Sales Engineer for Municipal Well & Pump since 1992 with expertise in well drilling, rehabilitation, pump engineering, water treatment and water systems design. Dick was also the Owner & President of Milaeger Well & Pump from 1983 to 1992 and was Director of Sales from 1976 to 1983. Dick is a Graduate of University of Wisconsin with a Bachelor of Science in Mining Engineering. Dick is a licensed Pump Installer in Wisconsin & Illinois; he is also a licensed Well Driller in Illinois.

Tracy Greenfield - Vice President / Senior Project Manager

Tracy has been a Project Manager and Estimator for Municipal Well & Pump since 1987. He has expertise in well construction, vertical turbine and submersible pump installations and well rehabilitation. He was also a Driller & Pump Installer for Bloyer Well Company from 1978 to 1987. He graduated from the University of Wisconsin with a Bachelor of Science in Civil Engineering. Tracy is a licensed Pump Installer and Well Driller in Wisconsin & Illinois.

Marty Van Ells – Vice President / Senior Project Manager

Marty began working for Municipal Well and Pump in 1986 as an Operator. In 1996, he was promoted to Field Operations Manager. Then in 1998, Marty decided to take a Plant Manager position with AJS & Associates in Random Lake, Wisconsin. In February, 2003, after 5 years, Marty decided to return to MWP for a Sales / Project Manager position. Marty has extensive experience with Well rehabilitations, vertical turbine pumps, submersible pumps and horizontal pumps.

Patrick Harrington - Sales / Project Manager

Patrick joined Municipal Well and Pump in December 2012 after working for Wisconsin Rural Water Association. Patrick has worked closely with water utilities since 2004, first as a source water specialist then a trainer with WRWA. He has experience and expertise in groundwater and wells. In 1994, Patrick received a Bachelor of Science degree in Water Resources and Soil Science from the University of Wisconsin – Stevens Point and is currently working on a Master of Science degree in Environmental Science and Analysis at the University of Wisconsin – Green Bay.

Chris Ferguson – Sales / Project Manager

Chris started at Municipal Well and Pump in March of 2021. Prior to joining the team at MWP, Chris worked at Midwest Contract Operations out of Menasha, WI for 4.5 years. Prior to Midwest Contract Operations, he worked with MSA Professional Services as an Environmental Technician for a little over a year. Chris graduated from the University of Wisconsin- Stevens Point in 2015 with a Bachelor of Science degree in Soil and Waste Resource Management. Chris is a State of Wisconsin Advanced Certified Water and Wastewater Operator with a strong background in troubleshooting equipment. He has also completed the 40-hour HAZWOPER training. As of December 2022, he holds a Wisconsin Pump Installer License. Chris is looking forward to serving municipal and industrial clients in Wisconsin as a member of the Municipal Well and Pump team.

Brian Brodersen, P.E. – Senior Project Engineer

Brian joined Municipal Well and Pump in December 2016 after nearly 23 years at Layne Christensen Company as a Design Engineer and Project Manager. He has extensive professional experience in the water industry that includes well rehabilitation, well construction, pump design, installation and repair. Brian has Bachelor of Science and Master of Science degrees in Civil Engineering from the University of Wisconsin-Milwaukee. He is a licensed Professional Engineer in Wisconsin and also holds a Wisconsin Pump Installer license and a Wisconsin Small System Operator license.

Mark Mueller – Sales / Project Manager

Mark began working for Municipal Well and Pump in 2018. Prior to joining the team at MWP, Mark had 26 years of experience as a Water Chemistry Lab Director/Tech working at Suburban Laboratories Inc. and McHenry Analytical. He received his Bachelor of Science in Water Chemistry from University of Wisconsin-Stevens Point in 1992 and is certified IEPA IC Chemist. Mark is also certified as an Illinois IDPH Microbiologist and Wisconsin Microbiologist.

Municipal Well & Pump Well Drilling Projects Reference List - as of Nov 2022

Screened Wells - Completed by MMP

Name of Client	Project Name	Completion Date	Value of Contract	Project Specifics	Type of Well	Owner/Contract	Engineer/General	Contact	Phone #
Oconomowoc, WI	Well #8	September-22	\$ 593,800	24" x 16" x 219'	Screened	Scott Osborn	Engineer/General	Mike Forslund	(608) 251-4843
Stevens Point, WI	Test Well	April-22	\$ 80,411	12" x 7'5"	Screened	Joel Lank	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Lovett Park, IL	Test Well #7	February-21	\$ 207,150	12" x 24"	Screened	Craig McDonald	Baxter & Woodman	Jerry Groth	(815) 444-3264
Muskegon, WI	Well #4 & Equip	July-20	\$ 161,820	12" x 16" x 130'	Screened	Troy Wardell	Delta 3	Mark Dignan	(608) 348-5355
New London, WI	Well #3 & Equipment	May-20	\$ 377,677	48" x 36" x 34' x 24' x 18" x 170'	Screened	Steve Thompson	AECOM	Angel Gebreau	(715) 342-3023
Industrial Client - WI	High Cap Well & Equip	December-18	\$ 176,204	24" x 9"	Screened	Provided Upon Request	None - direct with MMP	Joel Girard	(715) 842-3040
Weston, WI	Test Well #1	October-18	\$ 89,688	18" x 11'5"	Screened	Keith Donner	AECOM	Merlin Swillick	(715) 257-8091
Medford, WI	Well #12	December-17	\$ 110,151	24" x 14" x 120'	Screened	John Neubauer	Swillick & Sons	AI Gintress	(715) 568-4141
New Auburn, WI	New Well #2	October-17	\$ 85,639	16" x 10" x 168'	Screened	John Bohl	A-1 Excavating	Michael Voss	(715) 354-2133
Spencer, WI	New Well #5	September-14	\$ 123,424	16" x 12" x 97'	Screened	Dean Smith	M&A Professional Serv	Susan Weidkewitz	(715) 238-4000
Labrador, WI	New Well #8	September-13	\$ 113,157	24" x 15" x 168'	Screened	Kurt Garsenauer	Short Elliot Hendrickson	Joel Janssen	(608) 434-5049
Spec Pro, Baraboo, WI	Extraction Well	May-10	\$ 128,000	20" x 12" x 210'	Screened	Sandy Krisko	SpecPro Environmental		

Open Hole Rock Wells - Completed by MMP

Name of Client	Name	Date	Contract	Project Specifics	Well	Owner/Contract	Engineer/General	Contact	Phone #
Oregon, WI	Well #6	November-22	\$ 422,505	20" x 15" x 960'	Open Hole	Don	Ruckert & Melke, Inc.	Chris Einslein	(252) 224-3725
Kronson / Syngetta	New Well	November-22	\$ 312,544	18" x 12" x 8" X 920'	Open Hole		Kronson Construction	Kyle Forey	(783) 546-1400
Kettle Moraine Fish Hatchery	SSS New Well	November-22	\$ 364,491	18" x 12" x 920'	Open Hole		MSA	Scott Chilson	(608) 355-8688
Germanman, WI	Well #12	September-22	\$ 503,674	24" x 24" x 21" x 394'	Open Hole	Andy Rom	Ever-Green Energy	Dale Brockett	(608) 828-3163
MRMC - Ever Green Energy	New Well	December-21	\$ 478,981	24" x 18" x 1750'	Open Hole	Mike Burns	Robinson Engineering	Mike Burns	(812) 245-5200
Frankfort, IL	Well #7	October-21	\$ 785,973	20" x 16" x 443'	Open Hole	Dan Yount	None - direct with MMP	Diane Moeller	(224) 908-5863
Horizon Therapeutics	Well #3	June-21	\$ 297,595	16" x 10" x 1,038'	Open Hole	Amanda Garcia	Fehr Graham & Associates	Seth Greenwald	(815) 394-4700
Pingree Grove, IL	Test Well #1	April-21	\$ 426,424	30" x 28.75" x 24" x 10" x 1265'	Open Hole	Pat Doherty	Fehr Graham & Associates	Ben Heidemann	(608) 273-5350
Algonquin, WI	Well #4	April-21	\$ 307,268	24" x 18" x 415'	Open Hole	Kevin Tager	Strand Associates, Inc.	Ben Heidemann	(608) 273-5350
Cross Plains, WI	Test Well #3	April-21	\$ 137,642	12" x 8" x 782'	Open Hole	Jerry Gray	Baxter & Woodman	Jerry Groth	(815) 444-3264
Windsor, WI	Well #3	November-20	\$ 285,680	36" x 25" x 20" x 15" x 850'	Open Hole	Davis Clark	Cedar Corporation	Jerry Groth	(815) 444-3264
Wausau, WI	Test Well #4	June-20	\$ 55,624	16" x 12" x 10" x 148'	Open Hole	Dennis Whitton	Baxter & Woodman	Jerry Groth	(815) 444-3264
Windsor, WI	Test Well #4	May-20	\$ 143,935	12" x 8" x 650'	Open Hole	Davis Clark	Baxter & Woodman	Jerry Groth	(815) 444-3264
Verona, WI	Well #3 Test Well	February-20	\$ 599,429	34" x 28" x 21" x 1,070'	Open Hole	Eric Schatz	Madison Excavating, Inc.	Josh Ula	(608) 251-4843
Emergency Backup Well	Well #5 (Drill 8/20/19)	January-20	\$ 536,508	24" x 17" x 1,350'	Open Hole	Bill Heitz	Strand Associates, Inc.	Mike Forslund	(608) 214-0370
Gilberts Development LLC, IL	Well #5 (Drill 8/20/19)	January-20	\$ 1,119,250	24" x 22" x 17" x 1,332'	Open Hole	Brian Bourdeau	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Gilberts Development LLC, IL	Well #5 (Drill 8/20/19)	January-20	\$ 1,095,187	24" x 22" x 17" x 1,311'	Open Hole	Brian Bourdeau	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Greenville, WI	Well #5	November-19	\$ 367,877	20" x 15" x 320'	Open Hole	Don Bourdeau	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Cobb, WI	Well #4	August-19	\$ 274,653	18" x 12" x 785'	Open Hole	Don Bourdeau	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Platteville, WI	Well #4	June-19	\$ 844,065	24" x 20" x 15" x 965'	Open Hole	Mark Flanagan	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Valentine Water, IL - Utility Inc.	Deep Well	June-19	\$ 283,868	16" x 12" x 575'	Open Hole	Joan Carbonaro	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Durand, IL	Test Well #21	May-19	\$ 205,331	10" x 6" x 800'	Open Hole	Alice	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Frederick, IL	Test Wells 11 & 12	February-19	\$ 658,708	20" x 15" x 1,300'	Open Hole	Alice	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Orter Creek, IL	Well #4	November-18	\$ 216,692	24" x 20" x 15" x 320'	Open Hole	Brad Clark	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Shannon, IL	Well #5	October-18	\$ 316,599	18" x 15" x 10" x 675'	Open Hole	Jason Michale	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Monroe, IL	Well #5	August-18	\$ 219,758	20" x 15" x 500'	Open Hole	Jason Michale	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Industrial Client - WI	New Process Well	August-18	\$ 183,905	23" x 18" x 455'	Open Hole	Dave Krutzel	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
New Lisbon, WI	Well #7	February-18	\$ 144,535	24" x 15" x 338'	Open Hole	Bob Anderson	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Kettle Moraine Fish Hatchery	Fish Hatchery Well	February-18	\$ 395,786	Multiple Wells (Deep & Shallow)	Open Hole	Brandon Brailwaite	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Canron, IL	Well #3	February-18	\$ 301,365	18" x 13" x 925'	Open Hole	Curtis McNamara	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Menomonee, WI	Well #3	November-17	\$ 158,794	24" x 15" x 400'	Open Hole	Jeramy Hoyt	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
German Valley, IL	Wells #4 & #5	June-17	\$ 415,780	19" x 15" x 8" x 552'	Open Hole	Mark Jewell	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Buda, IL	Well #5	August-16	\$ 412,210	18" x 12" x 1,120'	Open Hole	Tim Morris	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Winnebago County, IL	Well #2	July-16	\$ 403,465	24" x 15" x 15" x 827'	Open Hole	Frank Hodina	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Fort McCoy, WI	Well #2	June-16	\$ 778,982	24" x 15" x 15" x 220' (4 Wells)	Open Hole	Frank Hodina	Strand Associates, Inc.	Mike Forslund	(608) 251-4843
Madison, WI	New Well # 31	March-15	\$ 805,000	40" x 35" x 26" x 915'	Open Hole	Al Larsen	Strand Associates, Inc.	Mike Forslund	(608) 251-4843

Current Projects to Complete

Name of Client	Name	Date	Contract	Project Specifics	Well	Owner/Contract	Engineer/General	Contact	Phone #
La Salle, IL	Well #13	March-23	\$ 634,350	36" x 24" x 70'	Screened	Patrick Watson	Donohue	Will Gray	(217) 352-9281
Pharos Grove, IL	Well #3	December-23	\$ 1,329,949	24" x 18" x 1285'	Open Hole	Pat Doherty	Fehr Graham & Associates	Seth Greenwald	(815) 394-4700
Shiner, WI	Well #7	March-23	\$ 188,713	24" x 15" x 135'	Screened	Greg Moser	Strand Associates, Inc.	Steve Kluesner	(608) 251-4843
Weston, WI	Wells #7 & #8	June-23	\$ 587,324	24" x 18" x 115'	Screened	Keith Donner	AECOM	Angel Gebreau	(715) 498-7254

Notes:

- 1) 2 Drill rigs, both DR24HD Foremost Drill Rig was purchased in November, 2007 & Sept 2018
- 2) Rigs are dual rotary (barber) rig capable of conventional air drilling, mud drilling, barber drilling and reverse circulation
- 3) The HD model features a heavy duty lower drive with twice the torque and pull back of standard drill rigs. It is designed to handle large deep hole drilling projects.

1/10/2023 - 10:03 AM

5% BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

Bidder MIDWEST WELL SERVICES, INC. DBA MUNICIPAL WELL & PUMP Name: [Full formal name of Bidder] Address (principal place of business): [Address of Bidder's principal place of business] 1212 Storbeck Dr Waupun, WI 53963	Surety Old Republic Surety Company Name: [Full formal name of Surety] Address (principal place of business): [Address of Surety's principal place of business] P.O. Box 1635 Milwaukee, WI 53201-1635
Owner City of Stevens Point Name: [Full formal name of Owner] Address (principal place of business): [Address of Owner's principal place of business] 1515 Strongs Ave Stevens Point, WI 54481	Bid Project (name and location): [Owner project/contract name, and location of the project] Well #12 Drilling; Contract 24-12 Bld Due Date: 5/07/2024 [Enter date bid is due]
Bond Penal Sum: [Amount] five percent of the amount bid Date of Bond: [Date] 5/02/2024	
Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth in this Bid Bond, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.	
Bidder MIDWEST WELL SERVICES, INC. DBA MUNICIPAL WELL & PUMP (Full formal name of Bidder)	Surety Old Republic Surety Company (Full formal name of Surety) (Corporate seal)
By: [Signature] (Seal) Name: Scott De Young (Printed or typed) Title: President	By: [Signature] (Seal) Name: Samuel Duchow (Printed or typed) Title: Attorney-in-fact
Attest: [Signature] (Seal) Name: Brian Brodersen (Printed or typed) Title: Senior Project Engineer	Attest: [Signature] (Seal) Name: Molli Hansen (Printed or typed) Title: Witness
Notes: (1) Note: Addresses are to be used for giving any required notice. (2) Provide execution by any additional parties, such as joint venturers, if necessary.	

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond will be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder occurs upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation will be null and void if:
 - 3.1. Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2. All Bids are rejected by Owner, or
 - 3.3. Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions does not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.
6. No suit or action will be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety, and in no case later than one year after the Bid due date.
7. Any suit or action under this Bond will be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder must be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Postal Service registered or certified mail, return receipt requested, postage pre-paid, and will be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond will be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute governs and the remainder of this Bond that is not in conflict therewith continues in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.



POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That OLD REPUBLIC SURETY COMPANY, a Wisconsin stock insurance corporation, does make, constitute and appoint: MICHAEL J. DOUGLAS, CHRIS M. STEINAGEL, CHRISTOPHER MATHER KEMP, ROBERT S. DOWNEY, CONNIE SMITH, KORY C. MORTEL, ELIOT MOTU, SAMUEL DUCHOW of HUDSON, WI

its true and lawful Attorney(s)-in-Fact, with full power and authority for and on behalf of the company as surety, to execute and deliver and affix the seal of the company thereto (if a seal is required), bonds, undertakings, recognizances or other written obligations in the nature thereof, (other than bail bonds, bank depository bonds, mortgage deficiency bonds, mortgage guaranty bonds, guarantees of installment paper and note guaranty bonds, self-insurance workers compensation bonds guaranteeing payment of benefits, or black lung bonds), as follows:

ALL WRITTEN INSTRUMENTS

and to bind OLD REPUBLIC SURETY COMPANY thereby, and all of the acts of said Attorneys-in-Fact, pursuant to these presents, are ratified and confirmed. This appointment is made under and by authority of the board of directors at a special meeting held on February 18, 1982.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolutions adopted by the board of directors of the OLD REPUBLIC SURETY COMPANY on February 18, 1982.

RESOLVED that, the president, any vice-president or assistant vice president, in conjunction with the secretary or any assistant secretary, may appoint attorneys-in-fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the company to execute and deliver and affix the seal of the company to bonds, undertakings, recognizances, and suretyship obligations of all kinds; and said officers may remove any such attorney-in-fact or agent and revoke any Power of Attorney previously granted to such person.

RESOLVED FURTHER, that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the Company

- (i) when signed by the president, any vice president or assistant vice president, and attested and sealed (if a seal be required) by any secretary or assistant secretary; or
- (ii) when signed by the president, any vice president or assistant vice president, secretary or assistant secretary, and countersigned and sealed (if a seal be required) by a duly authorized attorney-in-fact or agent; or
- (iii) when duly executed and sealed (if a seal be required) by one or more attorneys-in-fact or agents pursuant to and within the limits of the authority evidenced by the Power of Attorney issued by the company to such person or persons.

RESOLVED FURTHER that the signature of any authorized officer and the seal of the company may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the company; and such signature and seal when so used shall have the same force and effect as though manually affixed.

IN WITNESS WHEREOF, OLD REPUBLIC SURETY COMPANY has caused these presents to be signed by its proper officer, and its corporate seal to be affixed this 22nd day of September, 2022.

Karen J. Hafner
Assistant Secretary



OLD REPUBLIC SURETY COMPANY

Alan Pavlic
President

STATE OF WISCONSIN, COUNTY OF WAUKESHA - SS

On this 22nd day of September, 2022, personally came before me, Alan Pavlic and Karen J. Hafner, to me known to be the individuals and officers of the OLD REPUBLIC SURETY COMPANY who executed the above instrument, and they each acknowledged the execution of the same, and being by me duly sworn, did severally depose and say: that they are the said officers of the corporation aforesaid, and that the seal affixed to the above instrument is the seal of the corporation, and that said corporate seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority of the board of directors of said corporation.



Kathryn R. Pearson
Notary Public

My Commission Expires: September 28, 2026
(Expiration of notary's commission does not invalidate this instrument)

CERTIFICATE

I, the undersigned, assistant secretary of the OLD REPUBLIC SURETY COMPANY, a Wisconsin corporation, CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolutions of the board of directors set forth in the Power of Attorney, are now in force.

24-5172



Signed and sealed at the City of Brookfield, WI this 2nd day of May, 2024

Karen J. Hafner
Assistant Secretary

ORSC 22262 (3-06)

J. RYAN BONDING, INC.



May 5, 2024

MEMO

RE: Cityworks and/or other software upgrade

Commissioners,

We previously had a \$16,000 scope of services approved for upgrading our Cityworks software. Cityworks is the software we use for work order management and inventory management.

Since the work was not completed in 2023 and we did not include it in our 2024 Capital Operations and Maintenance plan, we are requesting that the CO&M be revised to include a \$16,000 line item for software upgrades to improve our work order and inventory management. \$16,000 will cover the upgrade if we go through Cityworks and will cover the expected costs if we use another existing software.

Staff requests an addition to the 2024 Capital Operations and Maintenance plan in the amount of \$16,000 for the purpose of upgrading our work order management system and our inventory control system.

Best Regards,

A handwritten signature in black ink, appearing to read "Joel Lemke". The signature is written in a cursive, flowing style.

Joel Lemke
Director

Final Effluent Discharge Data

March 2024

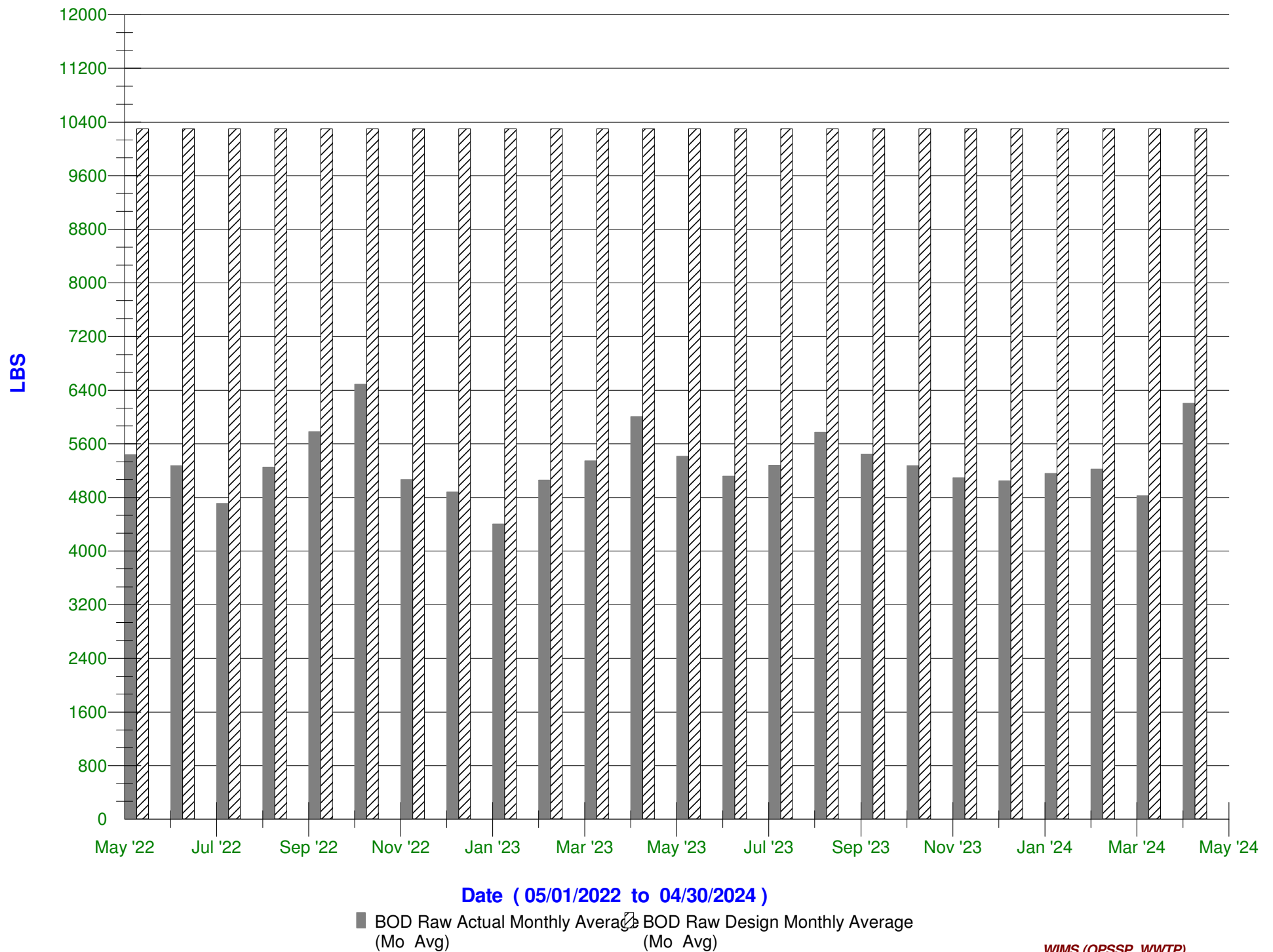
		Sewage Flow		BOD					S.S.					Phosphorus				Fecal	Effluent
Date	Precip INCHES	Raw	Final	Raw	Final	% Reduct.	Raw	Final	Raw	Final	% Reduct.	Raw	Final	Raw	Final	Raw	Final	Final Coliform #/100 ml	Ammonia mg/L
		MGD	MGD	MG/L	CBOD MG/L		Pounds BOD/Day	Pounds CBOD/Day	(ppm)	(ppm)		Pounds SS/Day	Pounds SS/Day	(ppm)	(ppm)	P/Day	P/Day		
03/01/2024	0.00	2.125	2.454	275	4.39	98	4,874	90	216	5.88	97	3,828.06	120	5.880	0.540	104	11		46
03/02/2024	0.00	1.966	2.294	492	3.62	99	8,067	69	360	3.60	99	5,902.72	69	6.350	0.420	104	8		43
03/03/2024	0.00	1.966	2.335	248	3.26	99	4,066	63	244	4.23	98	4,000.73	82	5.500	0.390	90	8		46
03/04/2024	0.03	2.072	2.439	299	3.31	99	5,167	67	300	4.65	98	5,184.14	95						
03/05/2024	0.31	2.138	2.430	338	3.40	99	6,027	69	300	3.27	99	5,349.28	66						
03/06/2024	0.00	2.076	2.149	389	3.05	99	6,735	55	612	3.37	99	10,596.07	60						
03/07/2024	0.00	2.073	2.181	330	3.85	99	5,705	70	340	5.03	99	5,878.20	91						
03/08/2024	0.00	2.024	2.106	315	3.95	99	5,317	69	348	4.17	99	5,874.30	73	6.910	0.390	117	7		34
03/09/2024	0.00	1.903	1.970	340	3.66	99	5,396	60	364	3.85	99	5,777.05	63	7.080	0.340	112	6		22
03/10/2024	0.00	1.861	1.922	242	3.13	99	3,756	50	136	3.20	98	2,110.82	51	4.560	0.300	71	5		32
03/11/2024	0.00	2.035	2.109	235	3.75	98	3,988	66	268	3.00	99	4,548.47	53						
03/12/2024	0.00	2.043	2.131	291	3.12	99	4,958	55	228	2.97	99	3,884.81	53						
03/13/2024	0.00	2.059	2.154	249	3.44	99	4,276	62	200	4.00	98	3,434.41	72						
03/14/2024	0.00	2.045	2.163	276	3.38	99	4,707	61	304	3.50	99	5,184.81	63						
03/15/2024	0.00	1.953	2.072	291	4.19	99	4,740	72	200	2.97	99	3,257.60	51	5.530	0.330	90	6		34
03/16/2024	0.00	1.615	1.731	192	3.13	98	2,586	45	172	3.53	98	2,316.69	51	5.060	0.290	68	4		33
03/17/2024	0.00	1.692	1.816	185	2.59	99	2,611	39	184	3.14	98	2,596.48	48	4.500	0.280	64	4		31
03/18/2024	0.00	1.815	1.954	302	2.62	99	4,571	43	284	3.26	99	4,298.94	53						
03/19/2024	0.00	1.780	1.919	282	3.55	99	4,186	57	188	3.17	98	2,790.90	51						
03/20/2024	0.00	1.749	1.887	341	4.18	99	4,974	66	264	4.23	98	3,850.88	67						
03/21/2024	0.00	1.717	1.854	332	3.14	99	4,754	49	452	4.17	99	6,472.54	64						
03/22/2024	0.23	1.728	1.891	305	2.80	99	4,396	44	192	3.79	98	2,767.01	60	5.280	0.420	76	7		27
03/23/2024	0.00	1.744	1.895	271	3.44	99	3,942	54	220	3.61	98	3,199.89	57	4.920	0.290	72	5		28
03/24/2024	0.03	1.831	2.012	407	3.86	99	6,215	65	224	4.71	98	3,420.60	79	4.590	0.274	70	5		18
03/25/2024	0.51	2.010	2.208	315	3.24	99	5,280	60	416	3.37	99	6,973.57	62						
03/26/2024	0.84	2.427	2.682	290	7.72	97	5,870	173	188	11.37	94	3,805.34	254						
03/27/2024	0.03	2.298	2.574	286	4.09	99	5,481	88	340	6.14	98	6,516.21	132						
03/28/2024	0.00	2.309	2.578	264	4.79	98	5,084	103	304	6.00	98	5,854.15	129						
03/29/2024	0.00	2.150	2.325	283	4.66	98	5,074	90	252	8.10	97	4,518.61	157						
03/30/2024	0.00	1.989	2.160	182	3.69	98	3,019	66	228	4.70	98	3,782.12	85						
03/31/2024	0.01	1.967	2.112	235	2.62	99	3,855	46	232	4.48	98	3,805.91	79						
Total	1.99	61.160	66.507	9,082	114	3,060	149,679	2,067	8,560	135.46	3,046	141,781.30	2,491	66.160	4.264	1,037.762	73.862		393.200
Average	0.06	1.973	2.145	293	4	99	4,828	67	276	4.37	98	4,573.59	80	5.513	0.355	86.500	6.333		32.833
Maximum	0.84	2.43	2.68	492.00	7.72	99.26	8,067.05	172.68	612.00	11.37	99.45	10,596.07	254.32	7.08	0.54	116.64	11.05		46.40
Minimum	0.00	1.62	1.73	182.00	2.59	97.34	2,586.07	39.23	136.00	2.97	93.95	2,110.82	47.56	4.50	0.27	63.50	4.19		17.60

Final Effluent Discharge Data

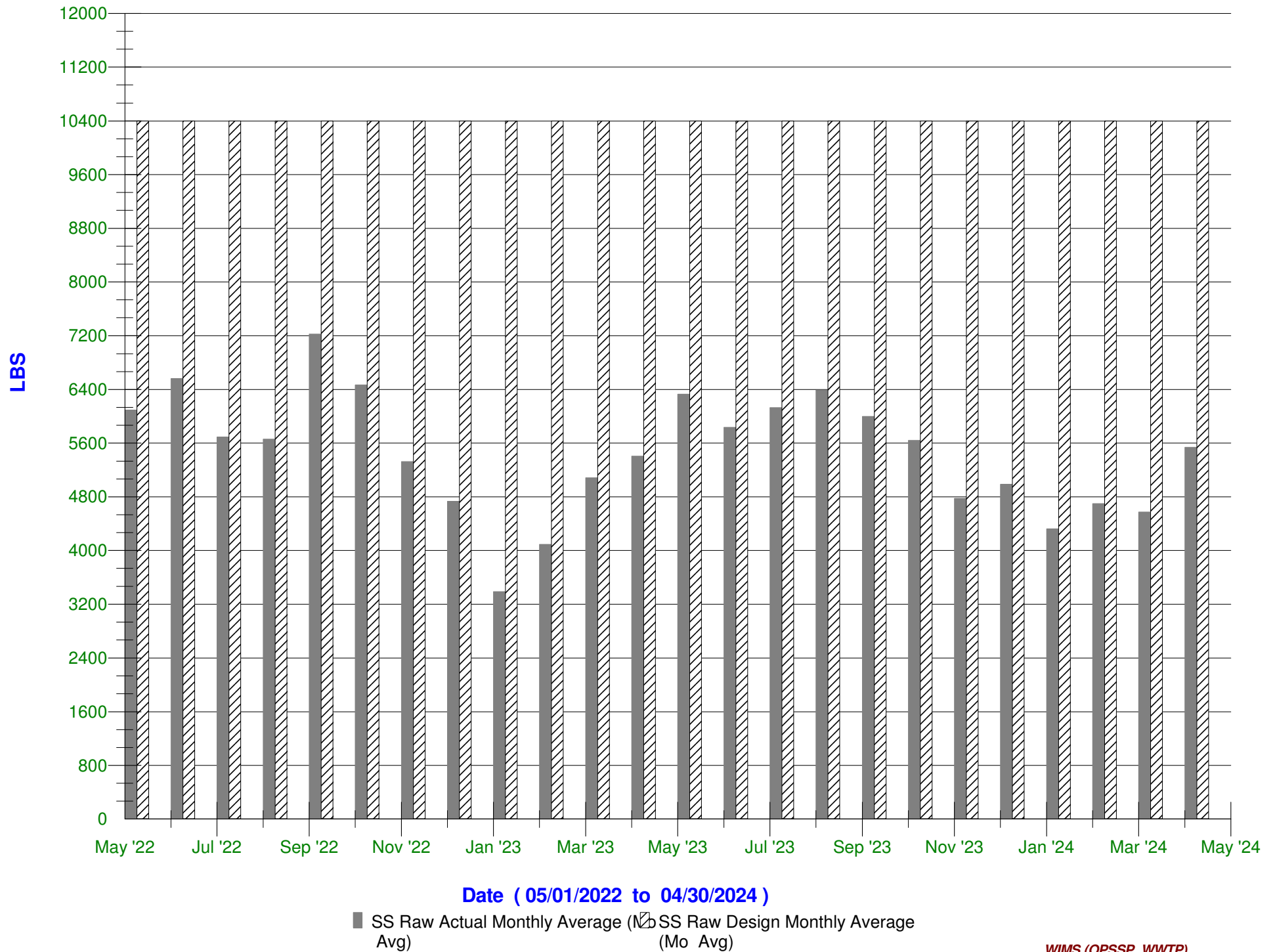
April 2024

		Sewage Flow		BOD					S.S.					Phosphorus				Fecal	Effluent
Date	Precip INCHES	Raw	Final	Raw	Final	%	Raw	Final	Raw	Final	%	Raw	Final	Raw	Final	Raw	Final	Final Coliform #/100 ml	Ammonia mg/L
		MGD	MGD	MG/L	CBOD MG/L		Pounds BOD/Day	Pounds CBOD/Day	(ppm)	(ppm)		Pounds SS/Day	Pounds SS/Day	(ppm)	(ppm)	P/Day	P/Day		
04/01/2024	0.00	2.166	2.505	307	3.34	99	5,546	70	348	4.47	99	6,286.43	93						
04/02/2024	0.17	2.236	2.674	301	3.91	99	5,613	87	276	5.75	98	5,146.91	128	5.620	0.450	105	10		29
04/03/2024	0.78	2.381	2.796	335	4.10	99	6,652	96	440	7.67	98	8,737.32	179						
04/04/2024	0.05	2.389	2.804	271	3.46	99	5,399	81	240	5.32	98	4,781.82	124	5.270	0.320	105	7		31
04/05/2024	0.00	2.381	2.781	295	3.25	99	5,858	75	220	4.65	98	4,368.66	108						
04/06/2024	0.00	2.215	2.604	279	2.44	99	5,154	53	232	4.05	98	4,285.76	88	4.660	0.340	86	7		30
04/07/2024	0.00	2.207	2.615	224	2.62	99	4,123	57	188	4.20	98	3,460.40	92						
04/08/2024	0.10	2.321	2.741	304	3.56	99	5,885	81	268	4.20	98	5,187.71	96						
04/09/2024	0.01	2.272	2.662	354	3.31	99	6,708	73	280	4.80	98	5,305.57	107						
04/10/2024	0.00	2.302	2.666	314	3.45	99	6,028	77	432	4.24	99	8,293.83	94	8.700	0.274	167	6		31
04/11/2024	0.00	2.285	2.742	253	4.74	98	4,821	108	280	7.30	97	5,335.93	167	5.930	0.274	113	6		39
04/12/2024	0.00	2.257	2.700	315	5.87	98	5,929	132	288	7.90	97	5,421.13	178						
04/13/2024	0.00	2.078	2.518	532	3.93	99	9,220	83	208	5.90	97	3,604.75	124	5.090	0.274	88	6		53
04/14/2024	0.00	2.112	2.558	220	3.66	98	3,875	78	184	5.06	97	3,240.99	108						
04/15/2024	0.00	2.230	2.672	265	3.31	99	4,929	74	236	5.11	98	4,389.18	114						
04/16/2024	0.00	2.288	2.768	423	3.70	99	8,072	85	552	5.09	99	10,533.22	118						
04/17/2024	1.38	2.757	3.219	259	4.03	98	5,955	108	240	6.10	97	5,518.41	164	4.600	0.350	106	9		33
04/18/2024	0.77	2.719	3.197	306	3.53	99	6,939	94	268	4.14	98	6,077.29	110						
04/19/2024	0.00	2.577	3.034	290	4.28	99	6,233	108	308	4.60	99	6,619.59	116	5.170	0.350	111	9		43
04/20/2024	0.00	2.281	2.721	255	3.38	99	4,851	77	208	4.23	98	3,956.90	96	4.550	0.330	87	7		40
04/21/2024	0.00	2.318	2.747	218	3.42	98	4,214	78	220	4.16	98	4,253.07	95						
04/22/2024	0.00	2.465	2.902	341	3.73	99	7,010	90	248	3.92	98	5,098.41	95						
04/23/2024	0.03	2.212	2.600	515	4.16	99	9,501	90	400	5.74	99	7,379.23	124						
04/24/2024	0.00	2.376	2.788	357	7.50	98	7,074	174	280	5.60	98	5,548.44	130						
04/25/2024	0.00	2.377	2.804	407	3.66	99	8,068	86	356	4.71	99	7,057.41	110	6.890	0.500	137	12		31
04/26/2024	0.00	2.322	2.761	431	3.24	99	8,347	75	248	5.00	98	4,802.64	115	5.630	0.420	109	10		42
04/27/2024	0.27	2.162	2.607	281	2.67	99	5,067	58	228	3.17	99	4,111.09	69	5.970	0.380	108	8		29
04/28/2024	0.00	2.461	2.951	233	3.17	99	4,782	78	252	4.86	98	5,172.23	120						
04/29/2024	1.29	2.907	3.421	290	2.75	99	7,031	78	220	4.14	98	5,333.76	118						
04/30/2024	0.14	2.777	3.295	313	3.31	99	7,249	91	296	5.00	98	6,855.41	137						
											100								
Total	4.99	70.831	83.853	9,488	111	2,963	186,134	2,597	8,444	151.08	3,044	166,163.49	3,518	68.080	4.262	1,320.840	98.382		430.850
Average	0.17	2.361	2.795	316	4	99	6,204	87	281	5.04	98	5,538.78	117	5.673	0.355	110.167	8.083		35.917
Maximum	1.38	2.91	3.42	532.00	7.50	99.26	9,500.76	174.39	552.00	7.90	100.00	10,533.22	178.85	8.70	0.50	167.03	11.69		52.60
Minimum	0.00	2.08	2.51	218.00	2.44	97.90	3,875.10	52.99	184.00	3.17	97.16	3,240.99	68.92	4.55	0.27	86.08	5.75		29.00

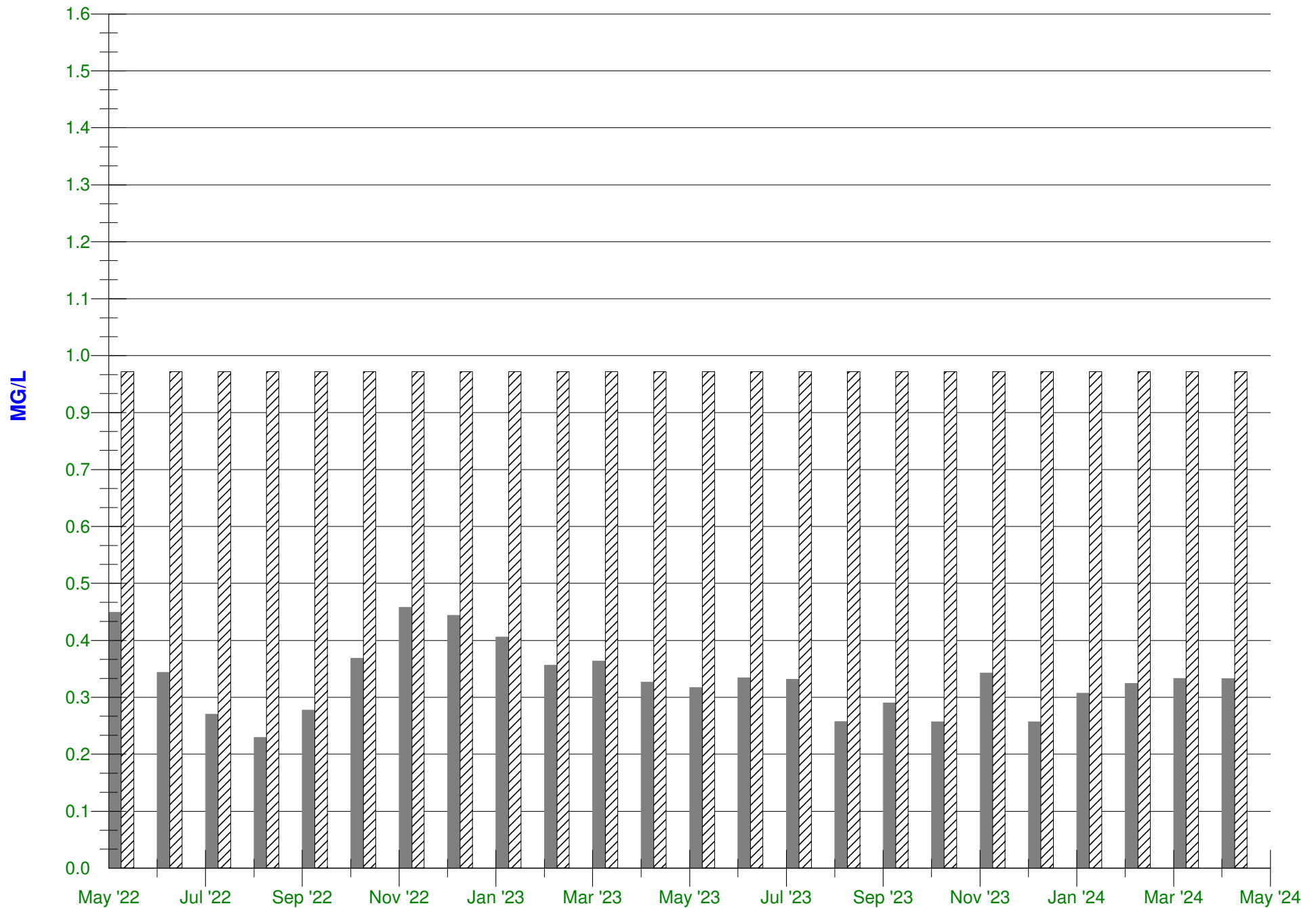
BOD Raw 2 Year History



SS Raw 2 Year History



Phosphorus mg/l 2 Year History



Date (05/01/2022 to 04/30/2024)

■ 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 °F	Min °F	INCHES	Influent MGD	Effluent MGD	Raw Influent		Final Effluent		Raw Influent		Final CBOD Eff.		Reduction	Raw Influent		Final Effluent		Reduction	Power kW	LBS BOD Removed	Production Per Day CUFT
						MG/L	LBS	MG/L	LBS	MG/L	LBS	MG/L	LBS	%	MG/L	LBS	MG/L	LBS	%			
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	
Dec 2023	39	26	1.00	2.046	2.321	5.227	91	0.274	5	295	5,028	2.73	52.90	99	291	4,960	3.25	62.86	99	7,400	4,975	
Jan 2024	26	17	1.18	1.966	2.079	5.433	88	0.328	6	313	5,136	4.28	74.23	99	263	4,310	4.13	71.63	98	6,045	5,062	
Feb 2024	43	21	0.22	2.086	2.403	5.560	95	0.346	7	299	5,208	3.42	68.47	99	270	4,690	4.02	80.51	98	8,172	5,139	
Mar 2024	47	24	1.99	1.973	2.145	5.513	86	0.355	6	293	4,820	3.67	65.58	99	276	4,543	4.37	78.18	98	5,394	4,755	
Apr 2024	56	36	4.99	2.361	2.795	5.673	110	0.355	8	316	6,228	3.72	86.62	99	281	5,542	5.04	117.39	98	7,107	6,141	
Minimum	26	17	0.18	1.966	2.079	4.483	80	0.274	5	254	4,820	2.73	52.90	99	239	4,310	3.25	62.86	98	5,316	4,755	
Maximum	82	58	8.34	2.530	2.795	5.817	110	0.366	8	336	6,228	4.88	86.62	99	374	6,388	5.43	124.80	99	8,172	6,141	
Total	698	462	29.93	26.151	28.698	63.529	1,131	3.930	78	3,537	63,911	42.89	847.26	1,185	3,612	65,362	49.59	992.32	1,182	75,226	63,063	
Average	58	38	2.49	2.179	2.392	5.294	94	0.328	7	295	5,326	3.57	70.60	99	301	5,447	4.13	82.69	99	6,269	5,255	



ENGINEERING SERVICES AGREEMENT

Design and Bidding Services for Lift Station Replacements and WWTP Repairs (Project)

This Agreement is by and between:

City of Stevens Point (Owner)
Water and Sewage Treatment Departments
P.O. Box 243
300 Bliss Avenue
Stevens Point, WI 54481-0243

and

Donohue & Associates, Inc. (Donohue)
3311 Weeden Creek Road
Sheboygan, WI 53081

Who agree as follows:

Owner hereby engages Donohue to perform the Services set forth in Part I for the compensation set forth in Part III. Donohue will be authorized to commence the Services upon execution and receipt of this Agreement from Owner. Owner and Donohue agree that this signature page, together with Parts I through IV attached, constitute the entire agreement for this Project.

APPROVED FOR OWNER

By: _____

Printed Name: Joel Lemke

Title: Utilities Director

Date: _____

APPROVED FOR DONOHUE

By: _____

Printed Name: Michael Gerbitz, PE

Title: Senior Vice President

Date: _____

PART I
PROJECT DESCRIPTION/SCOPE OF SERVICES/TIMING

A. PROJECT DESCRIPTION

The City retained Donohue to produce a comprehensive Master Plan for the Wastewater Treatment Plant (WWTP) and Lift Stations in 2011. Donohue produced Contract Documents for the last major WWTF upgrade in 2018 and the last Lift Station project in 2019. This Project will produce Biddable Construction Documents for the Work outlined below.

Lift Stations Bid Package:

1. The Owner desires to replace two pump stations (10/51 and Feltz) with new can-style pump stations that are consistent in concept to those replaced in 2019. This approach reduces the City's complexities of managing multiple different pumping systems. Donohue will leverage our previously developed generic lift station design that incorporates necessary features in a similar manner. This generic design will be adapted to the site specific requirements at each of the lift stations.
2. Donohue will coordinate the inspection of four forcemains (10/51, Feltz, Budgetel, and Old Industrial). Multiple non-destructive testing technology providers will be vetted and specified as part of the pump station bid package.

WWTP Bid Package:

1. Replace-in-kind the existing UV disinfection system with an Owner procured system from Trojan. As a bid alternate, the UV system isolation gates and electric actuators will be replaced set in from the old gates.
2. Replace-in-kind the launder, weir, and scum baffles on two secondary clarifiers to improve reliability and operator safety. Owner preference to procure NEFCO product prior to bidding.

B. SCOPE OF SERVICES

Services to be provided by Donohue for this Project under this Agreement are as follows:

General

1. Construction documents will be prepared for construction by a single prime Contractor.
2. Specifications will be prepared in general conformance with the 50-Division format of the Construction Specifications Institute (CSI).
3. Drawings will be developed using Donohue's CADD standards.
4. Deliverables shall be in the form of .PDF electronic documents unless noted otherwise. Drawing deliverables shall be 11x17.
5. The Work associated with this Project are maintenance improvements. Donohue will submit the projects for WDNR approval as needed.

Task 1 – Lift Station Bid Package

Phase 100 Design:

1. Conduct a Kickoff phone conference call to request data, to review and confirm the Owner's goals and constraints of the project, and discuss the Scope of Services. The conference call will also establish a schedule with the Owner and the Owner will provide guidance on any deviations to the generic pump station design.
2. Prepare and solicit quotes for site survey and geotechnical services to be hired directly by the City.
3. Review data collected from the Owner. Based upon this information Donohue will evaluate pump selections and draft a preliminary motor list.
4. Conduct a Project Workshop Meeting to go over the pump selection. At this workshop Donohue and the Owner will review the design flows and the lift station analysis. This meeting will also provide a time for Donohue and the Owner to discuss pump types and identify equipment manufactures that can provide relevant equipment and discuss any siting concerns the City may have at each lift station. The meeting will include a tour of the locations. At this workshop a consensus will be reached on the most feasible lift station approach.
5. Develop a site adaptation of the preliminary/generic design for the two lift stations. This adaptation will account for site-specific conditions. As part of the site-specific adaptation, we will obtain site utility information (City to provide) and soil boring information (City to provide), solicit staff preferences, and develop preliminary facility layout drawings, instrumentation and control drawings and initial specifications.
6. Conduct a workshop focused on the review of site specific lift station layout concepts, review instrumentation and control concepts, review electrical distribution concepts, discuss construction sequencing, present the Preliminary Construction Cost Opinion and discuss other pertinent design- and construction related issues.
7. Develop final designs and incorporate all of the design decisions made in the previous workshops and discussions (construction sequencing, coatings, pump and valve manufacturers and models, odor control measures (if warranted), materials of construction, access, security, insurance, easement requirements) into drawings and specifications which will become Bidding Documents.
8. Develop non-destructive testing pipe inspection specification with respect to the City's physical infrastructure, program goals, and budget.
9. Develop final plans and specifications and submit to the Wisconsin Department of Natural Resources for review and approval.
10. Provide the Owner with review sets and conduct a final Workshop to discuss any Owner concerns and comments.
11. Prepare a final Opinion of Probable Construction Cost.
12. Provide the Owner with final set of documents for the design of the lift stations.

Phase 200 Bidding:

13. Provide digital copies of the construction documents for Owner upload to the Quest CDN website.
14. Prepare for, conduct, and document Pre-Bid Conference.
15. Respond to questions from Bidders.
16. Prepare Addenda to Bidding Documents as needed.
17. Review bids. Submit recommendation for award.

Phase 300 Construction Related Services:

18. No scope items are included for construction services. These items will be identified and negotiated when the project is ready for bidding.

Task 2 – WWTP Bid Package

Phase 500 Design

1. Prepare for, conduct, and document Workshop: Kick-off Meeting with the City to review the project workplan: objectives, tasks, schedule, budgets, and communication protocols. City to provide goals of the project and share vendor proposals. Donohue will facilitate a discussion related to construction sequencing and operations during construction. Submit Meeting Notes documenting this Workshop.
2. Produce and provide Preliminary Design Documents
 - a. Preliminary design drawings showing the Work.
 - b. Draft construction sequencing technical memorandum.
 - c. Opinion of probable construction cost.
 - d. Flowsheet, Operational Strategies, Motor list
3. Prepare for, conduct, and document Workshop: 30% Owner Meeting to review. Submit Meeting Notes documenting this Workshop. This Workshop will be conducted remotely.
4. Produce and provide Final Layout Design Documents
 - a. Final layout drawings showing the Work.
 - b. Draft front-end specifications.
 - c. Draft technical specifications defining the Work.
 - d. Revised draft construction sequencing technical memorandum.
 - e. Opinion of probable construction cost.
 - f. Develop a Process and Instrumentation Diagram for the UV system
5. Prepare for, conduct, and document Workshop: 60% Owner Meeting. Submit Meeting Notes documenting this Workshop. This Workshop will be conducted remotely.
6. Produce reviewable Construction Documents
 - a. Reviewable drawings showing the Work.
 - b. Reviewable front-end specifications. The specifications will incorporate the construction constraints and strategies outlined in the construction sequencing technical memorandum.
 - c. Reviewable technical specifications defining the Work.
 - d. Opinion of probable construction cost.
7. Prepare for, conduct, and document Workshop: 95% Owner Meeting. Submit Meeting Notes documenting this Workshop.

8. Incorporate Owner review comments and produce Final Biddable Construction Documents.
9. Submit Final Biddable Construction Documents to Owner for public bidding.

Phase 600 - Bidding Phase

1. Provide digital copies of the construction documents for Owner upload to the Quest CDN website.
2. Prepare for, conduct, and document Pre-Bid Conference.
3. Respond to questions from Bidders.
4. Prepare Addenda to Bidding Documents as needed.
5. Review bids. Submit recommendation for award.

Phase 700 Construction Related Services:

6. No scope items are included for construction services. These items will be identified and negotiated when the project is ready for bidding.

C. PROJECT TIMING

1. Donohue shall be authorized to commence the Services set forth herein upon execution of this Agreement.
 - a. Lift Stations - Donohue will provide Final Biddable Construction Documents 150 days after authorization of this Agreement.
 - b. WWTP - Donohue will provide Final Biddable Construction Documents 120 days after authorization of this Agreement.
2. Donohue's services under this Agreement will be considered complete when Donohue has delivered to Owner the Bid Recommendation Letter for both projects.

PART II
OWNER RESPONSIBILITIES

- A. In addition to other responsibilities of Owner set forth in this Agreement, Owner shall:
1. Identify a person authorized to act as the Owner's representative to respond to questions and make decisions on behalf of Owner, accept completed documents, approve payments to Donohue, and serve as liaison with Donohue as necessary for Donohue to complete its Services.
 2. Furnish to Donohue copies of existing documents and data pertinent to Donohue's Scope of Services, including but not limited to and where applicable: design and record drawings for existing facilities; property descriptions, land use restrictions, surveys, geotechnical and environmental studies, or assessments.
 3. Owner shall be responsible for all requirements and instructions that it furnishes to Donohue pursuant to this Agreement, and for the accuracy and completeness of all reports, data, programs, and other information furnished by Owner to Donohue pursuant to this Agreement. Donohue may use and rely upon such requirements, instructions, reports, data, programs, and information in performing or furnishing services under this Agreement, subject to any express limitations or reservations provided by Owner applicable to the furnished items.
 4. Provide to Donohue existing information regarding the existence and locations of utilities and underground facilities.
 5. Provide Donohue safe access to premises necessary for Donohue to provide the Services.
 6. Inform Donohue whenever Owner observes or becomes aware of a Hazardous Environmental Conditions, as defined in Part IV.3. of this Agreement, that may affect Donohue's Scope of Services or time for performance.

PART III
COMPENSATION, BILLING AND PAYMENT

- A. Compensation for the work as defined in the Scope of Services (Part I) of this Agreement shall be a lump sum of \$99,900 delineated as follows:
- a. Lift Stations: \$60,484.
 - b. WWTP: \$39,416.
- B. Donohue will bill Owner monthly, with net payment due in 30 days. The invoice will contain a calculation of the amount of lump sum due based on percentage of Project completed during the billing period.
- C. Donohue will notify Owner if Project scope changes require modifications to the above-stated contract value. Services relative to scope changes will not be initiated without written authorization.

PART IV - STANDARD TERMS AND CONDITIONS

1. STANDARD OF CARE. Donohue's Services shall be performed in accordance with the standard of professional practice ordinarily exercised by the applicable profession under similar circumstances at the same time and in the locality where the Services are performed. Professional services are not subject to, and Donohue does not provide, any warranty or guarantee, express or implied. Any warranties or guarantees contained in any purchase orders, requisitions, or notices to proceed issued by Owner are void and not binding upon Donohue. Notwithstanding any other representations made elsewhere in this Agreement or in the execution of the Project, this Standard of Care shall not be modified. Donohue shall act as an independent consultant at all times during the performance of its services, and no terms of this Agreement, either express or implied, shall create an agency or fiduciary relationship.

2. CHANGE OF SCOPE. The Scope of Services set forth in this Agreement is based on facts known at the time of execution of this Agreement, including, if applicable, information supplied by Owner. For some projects involving conceptual or process development services, scope may not be fully definable during initial phases. As the Project progresses, facts discovered may indicate that the scope must be redefined. Donohue will promptly provide Owner with a written amendment to this Agreement to recognize such change.

3. HAZARDOUS ENVIRONMENTAL CONDITIONS. Unless expressly stated otherwise in the Scope of Services (Part I) of this Agreement, Donohue's scope of services does not include any services relating to a Hazardous Environmental Condition, including but not limited to the presence at the Project site of asbestos, mold, PCBs, petroleum, hazardous substances or any other pollutant or contaminant, as those terms are defined in pertinent federal, state, and local laws. In the event Donohue or any other party encounters a Hazardous Environmental Condition, Donohue may at its option suspend performance of services until Owner: a) retains appropriate consultants or contractors to identify and remediate or remove the Hazardous Environmental Condition; and b) warrants that the Project site is in full compliance with all applicable environmental laws.

4. SAFETY. Unless specifically included as a service to be provided under this Agreement, Donohue specifically disclaims any authority or responsibility for general job site safety, or the safety of persons (other than Donohue employees) or property.

5. DELAYS. If performance of Donohue's Services is delayed through no fault of Donohue, Donohue shall be entitled to an extension of time equal to the delay and an equitable adjustment in compensation.

6. TERMINATION/SUSPENSION. Either party may terminate this Agreement upon 30 days written notice to the other party. Owner shall pay Donohue for all Services, including profit relating thereto, rendered prior to termination, plus any expenses of termination. If either party defaults in its obligations under this Agreement (including Owner's obligation to make required payments), the non-defaulting party may, after giving seven days written notice, suspend performance under this Agreement. The non-defaulting party may not suspend performance if the defaulting party commences to cure such default within the seven-day notice period and completes such cure within a reasonable period of time.

Donohue may terminate this Agreement upon seven days written notice if: a) Donohue believes that Donohue is being requested by Owner to perform services contrary to law or Donohue's responsibilities as a licensed professional; or b) Donohue's Services for the Project are delayed, suspended, or interrupted for a period of at least 90 days for reasons not attributable to Donohue's performance of Services; or c) Owner has failed to pay any amount due and owing to Donohue for a period of at least 60 days. Donohue shall have no liability to Owner on account of such termination.

7. OPINIONS OF CONSTRUCTION COST. Any opinion of construction costs prepared by Donohue is supplied for the general guidance of the Owner only. Since Donohue has no control over competitive bidding or market conditions, Donohue cannot guarantee the accuracy of such opinions as compared to contract bids or actual costs to Owner.

8. RELATIONSHIP TO CONTRACTORS. Donohue shall serve as Owner's professional representative for the Services, and may make recommendations to Owner concerning actions relating to Owner's contractors. Donohue specifically disclaims any authority to direct or supervise the means, methods, techniques, sequences or procedures of construction selected or used by Owner's contractors. Donohue neither guarantees the performance of any construction contractor nor assumes responsibility for any contractor's failure to perform in accordance with the construction contract documents.

9. CONSTRUCTION REVIEW. For projects involving construction, Owner acknowledges that under generally accepted professional practice, interpretations of construction documents in the field are normally required, and that performance of construction-related services by the design professional for the Project permits errors or omissions to be identified and corrected at comparatively low cost. Performance of construction-related professional services by a third party or the Owner risks misinterpretation or alternate interpretation of the design intent. Owner agrees to hold Donohue harmless from any claims resulting from performance of construction-related professional services by persons other than Donohue.

10. BETTERMENT. If any item or component of the Project is required due to omission from the construction documents, Donohue's liability shall be limited to the reasonable costs of correction of the construction, less the cost to the Owner if the omitted item or component had been initially included in the construction contract documents. It is intended by this provision that Donohue will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the Project.

11. INSURANCE. Donohue will maintain Professional Liability, Commercial General Liability, Automobile, Worker's Compensation, and Employer's Liability insurance coverage in amounts in accordance with legal and Donohue's business requirements. Donohue shall provide to Owner certificates demonstrating such coverage upon request. For projects involving construction, Owner agrees to protect Donohue's interests through appropriate property and liability insurance, and to require its construction contractor, if any, to include Donohue as an additional insured on Contractor's policies relating to the Project. Donohue's coverages referenced above shall, in such case, be excess over contractor's primary coverage.

12. INDEMNIFICATION. To the fullest extent permitted by law, Owner and Donohue each agree to indemnify the other party and the other party's officers, directors, partners, employees, and representatives, but not defend, from and against losses, damages, and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are found to be

caused by a negligent act, error, or omission of the indemnifying party or any of the indemnifying party's officers, directors, members, partners, agents, employees, or subconsultants in the performance of services under this Agreement. If claims, losses, damages, and judgments are found to be caused by the joint or concurrent negligence of Owner and Donohue, they shall be borne by each party in proportion to its negligence.

To the fullest extent permitted by law, Owner shall indemnify and hold harmless Donohue, its employees, agents, and representatives, and Donohue's subconsultants, from and against any loss, liability, claims and damages caused by, arising out of, or resulting from the presence at the Project site of asbestos, mold, PCBs, petroleum, hazardous substances, or any other pollutant or contaminant, as those terms are defined in pertinent federal, state, and local laws, except to the extent that the loss, liability, or damages are caused solely by the willful misconduct or negligence of Donohue, its agents or employees.

13. LIMITATIONS OF LIABILITY. No owner, shareholder, principal, employee or agent of Donohue shall have individual liability to Owner; and Owner covenants and agrees not to sue any such individual in connection with the Services under this Agreement.

Neither Donohue, Donohue's subconsultants, nor their agents or employees shall be jointly, severally or individually liable to the Owner in excess of the compensation to be paid pursuant to this Agreement or two hundred fifty thousand dollars (\$250,000), whichever is greater, by reason of any act or omission, in tort or contract, including breach of contract, breach of warranty or negligence. To the fullest extent permitted by Laws and Regulations, Owner and Donohue waive against each other, and the other's employees, officers, directors, members, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, from any cause or causes.

14. OWNERSHIP AND REUSE OF PROJECT DOCUMENTS. All documents and other deliverables, in all media, prepared by or on behalf of Donohue in connection with this Agreement are instruments of service, and Donohue shall hold the copyright to and all other ownership and property interests in such instruments of service. Upon payment for services rendered, Donohue grants Owner a license to use instruments of Donohue's services for the purpose of constructing, occupying or maintaining the Project. Owner shall not reuse any such documents or other deliverables pertaining to the Project for any purpose other than that for which such documents or deliverables were originally prepared. Owner shall not cause or allow the alteration of such documents or deliverables without written verification and approval by Donohue for the specific purpose intended, and any alteration by Owner shall be at the Owner's sole risk. Owner agrees to indemnify and hold harmless Donohue from all claims, damages, and expenses (including reasonable attorneys' and consultants' fees), arising out of such reuse or alteration by Owner or others acting through Owner.

15. ELECTRONIC MEDIA. Copies of documents that may be relied upon by Owner are limited to printed copies that are signed and sealed by Donohue. Files or information in electronic media are furnished by Donohue to Owner solely for convenience of Owner. Because data stored in electronic media format can deteriorate or be modified, the Owner agrees to perform acceptance tests within 60 days. Donohue will not be responsible to correct any errors or for maintenance of documents in electronic media format after the acceptance period.

16. RECORDS RETENTION. Donohue shall retain on file, for a period of five years following completion or termination of its services, copies of contract documents, final deliverables, and accounting records related to Engineer's services under this Agreement. Upon Owner's request, Donohue shall provide a copy of maintained item to Owner at cost.

17. AMENDMENT. This Agreement, upon execution by both parties hereto, can be amended only by a written instrument signed by both parties.

18. SUCCESSORS, BENEFICIARIES AND ASSIGNEES. This Agreement shall be binding upon and inure to the benefit of the owners, administrators, executors, successors, and legal representatives of the Owner and Donohue. The rights and obligations of this Agreement cannot be assigned by either party without written permission of the other party. This Agreement shall be binding upon and inure to the benefit of any permitted assignees.

19. NO THIRD-PARTY BENEFICIARY. Nothing contained in this Agreement, nor the performance of the parties hereunder, is intended to benefit, nor shall inure to the benefit of, any third party, including Owner's construction contractors, if any.

20. STATUTE OF LIMITATION. To the fullest extent permitted by law, parties agree that, except for claims for indemnification, the time period for bringing claims under this Agreement shall expire one year after Substantial Completion, as defined by the construction documents prepared by Donohue, or, if no construction documents are prepared, one year after the submittal date of Donohue's most recent invoice for this Agreement. Any action not brought within that one-year time period shall be barred, without regard to any other limitations period set forth by law or statute.

21. DISPUTE RESOLUTION. Owner and Donohue shall provide written notice of a dispute within a reasonable time and after the event giving rise to the dispute. Owner and Donohue agree to negotiate any dispute between them in good faith for a period of 30 days following such notice. Owner and Donohue may mutually agree to submit any dispute to mediation or binding arbitration, but doing so shall not be required or a prerequisite to initiating a lawsuit to enforce this Agreement.

22. CONTROLLING LAW. This Agreement is governed by the laws of the state in which the Project is located.

23. NO WAIVER. No waiver by either party of any default by the other party in the performance of any particular section of this Agreement shall invalidate any other section of this Agreement or operate as a waiver of any future default, whether like or different in character.

24. SEVERABILITY. The various terms, provisions and covenants herein contained shall be deemed to be separate and severable, and the invalidity or unenforceability of any of them shall not affect or impair the validity or enforceability of the remainder.

25. AUTHORITY. The persons signing this Agreement warrant that they have the authority to sign as, or on behalf of, the party for whom they are signing.

26. SURVIVAL. All express representations, indemnifications and limitations of liability included in this Agreement will survive its completion or termination for any reason.

Levels of Effort (Hours) by Task

	Project Roles	Principal	Process and Project Manager	Process and Assistant PM	Structural QC	Structural	Electrical QC	Electrical	I&C QC	I&C	Civil QC	Civil	FM Inspect & Hydraulics QC	Admin
		Gerbitz	Lynne	Spellman	Reimes	Ploetz	Stohl	Biederman	Goecks	JGrunwald	Holzward	Winter	Williams	Treft
100 Preliminary Design Phase (30%-Complete)														
105	Prepare for, Conduct, and Document Workshop 1: Kickoff		1	2	2		2		2		2		2	
110	Produce Preliminary Drawings			4		2		4		2		8		
115	Produce Draft Construction Sequencing TM		1	4		1		1			2			
120	Produce 30% Cost Opinion			1		1		1		1	2	4	1	
125	Prepare for, Conduct, and Document Workshop 2 and Site Review		4								8			
Totals		0	6	11	2	4	2	6	2	3	14	12	3	0
125 Final Layout Design Phase (60%-Complete)														
130	Produce Final Design Drawings			8		8		12		8		16		
135	Produce Revised Draft Construction Sequencing TM		1											
140	Produce 60% Specifications			8	1	8	1	8	1	8	1	8	6	
145	Produce 60% Cost Opinion			1		1		1		1		1	1	
150	Prepare for, Conduct, and Document Workshop 3: 60% (Remote)		4	4	1		1		1		1		1	
Totals		0	5	21	2	17	2	21	2	17	2	25	8	0
150 Construction Documents Phase (95%- and 100%-Complete)														
155	Produce 95% Drawings		1	4		8		8		8		16		2
160	Produce 95% Specifications		1	8	1	8	1	8	1	8	1	8	6	4
165	Produce 95% Cost Opinion			1		1		1		1		1	1	
170	Prepare for, Conduct, and Document Workshop 4: 95%		4	4	1		1		1		1	8	1	
175	Address Owner Review Comments and Produce Final Biddable Documents		1	2				1		1		4		
Totals		0	7	19	2	17	2	18	2	18	2	37	8	6
200 Bidding Phase														
205	Prepare for, Conduct, and Document Pre-Bid Conference		8	2										
210	Respond to Bidding Questions			1		1		1		1		1		
215	Prepare Addenda			1		1		1		1		1		
220	Review Bids. Submit Recommendation.			2										
Totals		0	8	6	0	2	0	2	0	2	0	2	0	0
300 Project Management														
305	Project Setup: Accounting, Workplan, Resource Management	1	1											2
310	Status Meetings and Reports			4										2
Totals		1	1	4	0	0	0	0	0	0	0	0	0	4
Total Hours All Phases		1	27	61	6	40	6	47	6	40	18	76	19	10

Labor Fee Summary by Phase

	Project Roles	Principal	Process and Project Manager	Process and Assistant PM	Structural QC	Structural	Electrical QC	Electrical	I&C QC	I&C	Civil QC	Civil	FM Inspect & Hydraulics QC	Admin
		Gerbitz	Lynne	Spellman	Reimes	Ploetz	Stohl	Biederman	Goecks	JGrunwald	Holzward	Winter	Williams	Treft
Team Members														
Hourly Labor Charge-Out Rates		\$280	\$205	\$155	\$190	\$135	\$190	\$205	\$225	\$155	\$190	\$135	\$190	\$90
Preliminary Design Phase (30%-Complete)		\$0	\$1,230	\$1,705	\$380	\$540	\$380	\$1,230	\$450	\$465	\$2,660	\$1,620	\$570	\$0
Final Layout Design Phase (60%-Complete)		\$0	\$1,025	\$3,255	\$380	\$2,295	\$380	\$4,305	\$450	\$2,635	\$380	\$3,375	\$1,520	\$0
Construction Documents Phase (95%- and 100%-Complete)		\$0	\$1,435	\$2,945	\$380	\$2,295	\$380	\$3,690	\$450	\$2,790	\$380	\$4,995	\$1,520	\$540
Bidding Phase		\$0	\$1,640	\$930	\$0	\$270	\$0	\$410	\$0	\$310	\$0	\$270	\$0	\$0
Project Management		\$280	\$205	\$620	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$360
Totals		\$280	\$5,535	\$9,455	\$1,140	\$5,400	\$1,140	\$9,635	\$1,350	\$6,200	\$3,420	\$10,260	\$3,610	\$900

Labor Fees and Expenses by Task

Total Hours	Labor Fee	Travel Expenses	Totals
13	\$2,485		\$2,485
20	\$3,100		\$3,100
9	\$1,545		\$1,545
11	\$1,760		\$1,760
12	\$2,340	\$530	\$2,870
65	\$11,230	\$530	\$11,760
Total Hours	Labor Fee	Travel Expenses	Totals
52	\$8,180		\$8,180
1	\$205		\$205
50	\$8,215		\$8,215
6	\$975		\$975
13	\$2,425		\$2,425
122	\$20,000	\$0	\$20,000
Total Hours	Labor Fee	Travel Expenses	Totals
47	\$7,125		\$7,125
55	\$8,780		\$8,780
6	\$975		\$975
21	\$3,505	\$530	\$4,035
9	\$1,415		\$1,415
138	\$21,800	\$530	\$22,330
Total Hours	Labor Fee	Travel Expenses	Totals
10	\$1,950	\$350	\$2,300
5	\$785		\$785
5	\$785		\$785
2	\$310		\$310
22	\$3,830	\$350	\$4,180
Total Hours	Labor Fee	Travel Expenses	Totals
4	\$665	\$750	\$1,415
6	\$800		\$800
10	\$1,465	\$750	\$2,215

Total Labor Hours and Fee Summary

Labor Hours	Labor Fee	Total Fee
65	\$11,230	\$11,760
122	\$20,000	\$20,000
138	\$21,800	\$22,330
22	\$3,830	\$4,180
10	\$1,465	\$2,215
357	\$58,325	\$60,484

Lift Station Replacements
City of Stevens Point
May 7, 2024

Schedule	May-24				Jun-24				Jul-24				Aug-24				Sep-24				Oct-24				Nov-24			
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
100 Preliminary Design Phase (30%-Complete)																												
105 Prepare for, Conduct, and Document Workshop 1: Kickoff					City to hire survey & geotech in June																							
110 Produce Preliminary Drawings																												
115 Produce Draft Construction Sequencing TM																												
120 Produce 30% Cost Opinion																												
125 Prepare for, Conduct, and Document Workshop 2 and Site Review																												
125 Final Layout Design Phase (60%-Complete)																												
130 Final Layout Design Phase (60%-Complete)																												
135 Produce Final Design Drawings																												
140 Produce Revised Draft Construction Sequencing TM																												
145 Produce 60% Specifications																												
150 Produce 60% Cost Opinion																												
155 Prepare for, Conduct, and Document Workshop 3: 60% (Remote)																												
150 Construction Documents Phase (95%- and 100%-Complete)																												
155 Produce 95% Drawings																												
160 Produce 95% Specifications																												
165 Produce 95% Cost Opinion																												
170 Prepare for, Conduct, and Document Workshop 4: 95%																												
175 Address Owner Review Comments and Produce Final Biddable Documents																												
200 Bidding Phase																												
205 Prepare for, Conduct, and Document Pre-Bid Conference																												
210 Respond to Bidding Questions																												
215 Prepare Addenda																												
220 Review Bids. Submit Recommendation.																												
300 Project Management																												
305 Project Setup: Accounting, Workplan, Resource Management																												
310 Status Meetings and Reports																												

Levels of Effort (Hours) by Task

Project Roles Team Members	Principal	Process and Project Manager	Process and Assistant PM	Structural QC	Structural	Electrical QC	Electrical	I&C QC	I&C	Civil QC	Civil	Admin
	Gerbitz	Lynne	Spellman	Reimes	Ploetz	Stohl	Biederman	Goecks	JGrunwald	Holzward	Winter	Treft
500 Preliminary Design Phase (30%-Complete)												
505 Prepare for, Conduct, and Document Workshop 1: Kickoff and Site Review		1	8	1			5		5			
510 Produce Preliminary Drawings			4		2		4		2		2	
515 Produce 30% Cost Opinion			1		1		1		1			
520 Prepare for, Conduct, and Document Workshop 2: 30% (Remote)		4	2									
Totals	0	5	15	1	3	0	10	0	8	0	2	0
550 Final Layout Design Phase (60%-Complete)												
555 Produce Final Design Drawings		1	8		4		6		8			
560 Produce 60% Specifications			4		4		4		4			
565 Produce 60% Cost Opinion			2		1		1		1			
570 Prepare for, Conduct, and Document Workshop 3: 60% (Remote)		2	2									
Totals	0	3	16	0	9	0	11	0	13	0	0	0
600 Construction Documents Phase (95%- and 100%-Complete)												
605 Produce 95% Drawings			4	2	4	2	8	2	8	1	4	
610 Produce 95% Specifications			15		12		12		12			
615 Produce 95% Cost Opinion		1	1									
620 Prepare for, Conduct, and Document Workshop 4: 95%		4	8									
625 Address Owner Review Comments and Produce Final Biddable Documents			2									
Totals	0	5	30	2	16	2	20	2	20	1	4	0
650 Bidding Phase												
655 Prepare for, Conduct, and Document Pre-Bid Conference		8	2									
660 Respond to Bidding Questions			1		1		1		1		1	
665 Prepare Addenda			1		1		1		1		1	
670 Review Bids. Submit Recommendation.			2									
Totals	0	8	6	0	2	0	2	0	2	0	2	0
700 Project Management												
705 Project Setup: Accounting, Workplan, Resource Management	1	1										2
710 Status Meetings and Reports			4									2
Totals	1	1	4	0	0	0	0	0	0	0	0	4
Total Hours All Phases	1	22	71	3	30	2	43	2	43	1	8	4

Labor Fee Summary by Phase

Project Roles	Principal	Process and Project Manager	Process and Assistant PM	Structural QC	Structural	Electrical QC	Electrical	I&C QC	I&C	Civil QC	Civil	Admin
Team Members	Gerbitz	Lynne	Spellman	Reimes	Ploetz	Stohl	Biederman	Goecks	JGrunwald	Holzward	Winter	Treft
Hourly Labor Charge-Out Rates	\$280	\$205	\$155	\$190	\$135	\$190	\$205	\$225	\$155	\$190	\$135	\$90
Preliminary Design Phase (30%-Complete)	\$0	\$1,025	\$2,325	\$190	\$405	\$0	\$2,050	\$0	\$1,240	\$0	\$270	\$0
Final Layout Design Phase (60%-Complete)	\$0	\$615	\$2,480	\$0	\$1,215	\$0	\$2,255	\$0	\$2,015	\$0	\$0	\$0
Construction Documents Phase (95%- and 100%-Complete)	\$0	\$1,025	\$4,650	\$380	\$2,160	\$380	\$4,100	\$450	\$3,100	\$190	\$540	\$0
Bidding Phase	\$0	\$1,640	\$930	\$0	\$270	\$0	\$410	\$0	\$310	\$0	\$270	\$0
Project Management	\$280	\$205	\$620	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$360
Totals	\$280	\$4,510	\$11,005	\$570	\$4,050	\$380	\$8,815	\$450	\$6,665	\$190	\$1,080	\$360

Labor Fees and Expenses by Task

Total Hours	Labor Fee	Travel Expenses	Totals
20	\$3,435	\$530	\$3,965
14	\$2,290		\$2,290
4	\$650		\$650
6	\$1,130		\$1,130
44	\$7,505	\$530	\$8,035
Total Hours	Labor Fee	Travel Expenses	Totals
27	\$4,455		\$4,455
16	\$2,600		\$2,600
5	\$805		\$805
4	\$720		\$720
52	\$8,580	\$0	\$8,580
Total Hours	Labor Fee	Travel Expenses	Totals
35	\$5,980		\$5,980
51	\$8,265		\$8,265
2	\$360		\$360
12	\$2,060	\$532	\$2,592
2	\$310		\$310
102	\$16,975	\$532	\$17,507
Total Hours	Labor Fee	Travel Expenses	Totals
10	\$1,950		\$1,950
5	\$785		\$785
5	\$785		\$785
2	\$310		\$310
22	\$3,830	\$0	\$3,830
Total Hours	Labor Fee	Travel Expenses	Totals
4	\$665		\$665
6	\$800		\$800
10	\$1,465	\$0	\$1,465

Total Labor Hours and Fee Summary

Labor Hours	Labor Fee	Total Fee
44	\$7,505	\$8,035
52	\$8,580	\$8,580
102	\$16,975	\$17,507
22	\$3,830	\$3,830
10	\$1,465	\$1,465
230	\$38,355	\$39,416

WWTP Repairs
City of Stevens Point
May 7, 2024

Schedule	May-24				Jun-24				Jul-24				Aug-24				Sep-24				Oct-24				Nov-24			
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
500 Preliminary Design Phase (30%-Complete)																												
505 Prepare for, Conduct, and Document Workshop 1: Kickoff and Site Review																												
510 Produce Preliminary Drawings																												
515 Produce 30% Cost Opinion																												
520 Prepare for, Conduct, and Document Workshop 2: 30% (Remote)																												
550 Final Layout Design Phase (60%-Complete)																												
555 Produce Final Design Drawings																												
560 Produce 60% Specifications																												
565 Produce 60% Cost Opinion																												
570 Prepare for, Conduct, and Document Workshop 3: 60% (Remote)																												
600 Construction Documents Phase (95%- and 100%-Complete)																												
605 Produce 95% Drawings																												
610 Produce 95% Specifications																												
615 Produce 95% Cost Opinion																												
620 Prepare for, Conduct, and Document Workshop 4: 95%																												
625 Address Owner Review Comments and Produce Final Biddable Documents																												
650 Bidding Phase																												
655 Prepare for, Conduct, and Document Pre-Bid Conference																												
660 Respond to Bidding Questions																												
665 Prepare Addenda																												
670 Review Bids. Submit Recommendation.																												
500 Project Management																												
505 Project Setup: Accounting, Workplan, Resource Management																												
510 Status Meetings and Reports																												



May 7, 2024

TO: Stevens Point Water and Sewer Commission
RE: Fine Screen Repairs

Dear Commissioners:

In early April one of the two fine screens that remove debris from our waste stream broke due to routine wear. These screens were installed in 2005 and have had no major issues until now. Even with the age of this equipment I believe repairing the screen is the appropriate action. The parts that are worn out are made of plastic while the remaining parts are stainless steel and show little to no wear.

Due to a 20-24 week lead time on parts and the importance of this equipment we placed the order for the repair parts on April 15. The cost for these parts totaled \$17,030. After this repair is completed, we will need to do the same repair on the other screen. I am hoping to be able to reuse some of the parts from the first repair to limit the cost of the second repair.

Once repaired I believe this equipment will be capable of functioning properly for the foreseeable future. I ask that the commission approve the purchase of the already ordered replacement parts and the parts to repair the second screen for a total of \$34,060.

Sincerely,

Chris Lefebvre

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:

5/7/2024

2023

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	2.0450	x	257	x	8.34	=	4,389
February	2.1305	x	284	x	8.34	=	5,048
March	2.3116	x	278	x	8.34	=	5,355
April	3.0296	x	239	x	8.34	=	6,046
May	2.5226	x	258	x	8.34	=	5,427
June	2.0865	x	293	x	8.34	=	5,103
July	2.0150	x	312	x	8.34	=	5,249
August	2.0477	x	336	x	8.34	=	5,744
September	2.1106	x	309	x	8.34	=	5,444
October	2.5305	x	258	x	8.34	=	5,439
November	2.4050	x	254	x	8.34	=	5,086
December	2.0465	x	295	x	8.34	=	5,028

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	5.23	x	90	=	4.707
		x	100	=	5.23
Design BOD, lbs/day	10300	x	90	=	9270
		x	100	=	10300

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:

5/7/2024

2023

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

- ☒ Yes Enter last calibration date (MM/DD/YYYY)

2023-09-25

☐ No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

☒ Yes

☐ No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

☐ Yes

☒ No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks

Holding Tanks

Grease Traps

☒ Yes

☒ Yes

☐ Yes

☐ No

☐ No

☒ No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

☒ Yes

1,261,730

gallons

☐ No

Holding Tanks

☒ Yes

2,202,050

gallons

☐ No

Grease Traps

☐ Yes

0

gallons

☒ No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

There were no detrimental effects to plant performance.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

☐ Yes

☒ No

If yes, describe the situation and your community's response.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: 5/7/2024 Reporting For: 2023

● Yes ○ No If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes. Landfill leachate, pre-consumer food/beverage wastes, and municipal biosolids were accepted throughout 2023. All wastes are tested regularly and monitored to ensure there are no operational issues.	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:

5/7/2024

2023

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	25	22.5	3	1	0	0
February	25	22.5	5	1	0	0
March	25	22.5	4	1	0	0
April	25	22.5	5	1	0	0
May	25	22.5	3	1	0	0
June	25	22.5	5	1	0	0
July	25	22.5	3	1	0	0
August	25	22.5	5	1	0	0
September	25	22.5	4	1	0	0
October	25	22.5	3	1	0	0
November	25	22.5	3	1	0	0
December	25	22.5	2	1	0	0

* Equals limit if limit is ≤ 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

- ☒ Yes Enter last calibration date (MM/DD/YYYY)

2023-09-25

- ☐ No

If No, please explain:

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

None

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

- ☐ Yes

- ☒ No

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
5/7/2024 2023

If Yes, please explain: 4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test? ☐ Yes ☒ No If Yes, please explain: 4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity? ☐ Yes ☐ No ☒ N/A Please explain unless not applicable:	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
5/7/2024 2023

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	5	1	0	0
February	30	27	5	1	0	0
March	30	27	5	1	0	0
April	30	27	7	1	0	0
May	30	27	4	1	0	0
June	30	27	4	1	0	0
July	30	27	4	1	0	0
August	30	27	5	1	0	0
September	30	27	4	1	0	0
October	30	27	3	1	0	0
November	30	27	5	1	0	0
December	30	27	3	1	0	0
* Equals limit if limit is <= 10						
Months of Discharge/yr				12		
Points per each exceedance with 12 months of discharge:					7	3
Exceedances					0	0
Points					0	0
Total Number of Points						0
NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0						
1.2 If any violations occurred, what action was taken to regain compliance?						

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:

5/7/2024

2023

Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceed ance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceed ance
January	52	52	29.083	0	12	32	44.333	28	0
February	52	52	18.333	0	15.667	15.667	20	22	0
March	52	52	29.917	0	33.333	37.333	28	21	0
April	52	52	22.667	0	18	22.667	22.667	27.333	0
May	52	52	26.975	0	27	29.467	27.567	23.867	0
June	52	52	16.478	0	11.81	12.833	25.233	16.033	0
July	52	52	26.967	0	26.933	27.5	24.3	29.133	0
August	52	52	29.608	0	31.533	33.667	24.767	28.467	0
September	52	52	28.704	0	26	30.783	27.533	30.5	0
October	52	52	24.667	0	34	30.667	20	14	0
November	52	52	20.5	0	20.333	21.667	13.333	26.667	0
December	52	52	42.5	0	38	40	47.667	44.333	0
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									0
Points:									0
Total Number of Points									0

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.

1.2 If any violations occurred, what action was taken to regain compliance?

--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
5/7/2024 2023

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	.93	0.433	1	0
February	.93	0.380	1	0
March	.93	0.388	1	0
April	.93	0.348	1	0
May	.93	0.338	1	0
June	.93	0.357	1	0
July	.93	0.353	1	0
August	.93	0.023	1	0
September	.93	0.241	1	0
October	.93	0.000	1	0
November	.93	0.366	1	0
December	.93	0.000	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.
Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

0

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: 5/7/2024
Reporting For: 2023

Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

☒ Land applied under your permit

☒ Publicly Distributed Exceptional Quality Biosolids

☐ Hauled to another permitted facility

☒ Landfilled

☐ Incinerated

☐ Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

1699.1 acres

2.1.2 How many acres did you use?

72.1

acres

2.2 If you did not have enough acres for your land application needs, what action was taken?

2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?

☐ Yes (30 points)

☒ No

2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?

☒ Yes

☐ No (10 points)

☐ N/A

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 003 - CLASS B DIGESTER EFFLUENT

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75														0	0
Cadmium		39	85														0	0
Copper		1500	4300														0	0
Lead		300	840														0	0
Mercury		17	57														0	0
Molybdenum	60		75													0		0
Nickel	336		420													0		0
Selenium	80		100													0		0
Zinc		2800	7500														0	0

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:

5/7/2024

2023

Outfall No. 005 - CLASS A HEAT DRIED CAKE SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75											3.6			0	0
Cadmium		39	85											.82			0	0
Copper		1500	4300											550			0	0
Lead		300	840											10			0	0
Mercury		17	57											.27			0	0
Molybdenum	60		75											15		0		0
Nickel	336		420											11		0		0
Selenium	80		100											5		0		0
Zinc		2800	7500											660			0	0

Outfall No. 004 - CLASS B DIGESTED CAKE SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75														0	0
Cadmium		39	85														0	0
Copper		1500	4300														0	0
Lead		300	840														0	0
Mercury		17	57														0	0
Molybdenum	60		75													0		0
Nickel	336		420													0		0
Selenium	80		100													0		0
Zinc		2800	7500														0	0

Outfall No. 002 - CLASS B DIGESTED LIQUID SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75				<9.8										0	0
Cadmium		39	85				.52										0	0
Copper		1500	4300				310										0	0
Lead		300	840				9.9										0	0
Mercury		17	57				<3.2										0	0
Molybdenum	60		75				13									0		0
Nickel	336		420				13									0		0
Selenium	80		100				<24									0		0
Zinc		2800	7500				370										0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

- 0 (0 Points)
- 1-2 (10 Points)
- > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

- Yes
- No (10 points)
- N/A - Did not exceed limits or no HQ limit applies (0 points)
- N/A - Did not land apply biosolids until limit was met (0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

- 0 (0 Points)

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:

5/7/2024

2023

- 1 (10 Points)
- > 1 (15 Points)
- 3.1.4 Were biosolids land applied which exceeded the ceiling limit?
 - Yes (20 Points)
 - No (0 Points)

3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken?
Has the source of the metals been identified?

0

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2023 - 06/30/2023
Density:	22,000
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	For April of 2023 the our Anaerobic Digesters had a "Mean Cell Residence Time" of 54 days at a temperature of 35 degrees Centigrade.

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2023 - 12/31/2023
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	All seven samples taken were <10MPN/g TS.

0

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.

4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?

- Yes (40 Points)
- No

If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
5/7/2024 **2023**

Outfall Number:	002	0	
Method Date:	04/03/2023		
Option Used To Satisfy Requirement:	Volatile Solids Reduction		
Requirement Met:	Yes		
Land Applied:	Yes		
Limit (if applicable):	>=38		
Results (if applicable):	66		
Outfall Number:	005	0	
Method Date:	11/17/2023		
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids		
Requirement Met:	Yes		
Land Applied:	No		
Limit (if applicable):	>90		
Results (if applicable):	95.8		
5.2 Was the limit exceeded or the process criteria not met at the time of land application? ○ Yes (40 Points) ● No If yes, what action was taken?			
6. Biosolids Storage 6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site? ● >= 180 days (0 Points) ○ 150 - 179 days (10 Points) ○ 120 - 149 days (20 Points) ○ 90 - 119 days (30 Points) ○ < 90 days (40 Points) ○ N/A (0 Points) 6.2 If you checked N/A above, explain why. In the event that the facility would have an issue with biosolids management outside digester feed would be eliminated. The facility has storage for over 180 days of plant solids.		0	
7. Issues 7.1 Describe any outstanding biosolids issues with treatment, use or overall management:			

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:

5/7/2024

2023

Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing 1.1 Was your wastewater treatment plant adequately staffed last year? ● Yes ○ No If No, please explain: Could use more help/staff for: 1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping? ● Yes ○ No If No, please explain:	
2. Preventative Maintenance 2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items? ● Yes (Continue with question 2) ☐☐ ○ No (40 points)☐☐ If No, please explain, then go to question 3: 2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment? ● Yes ○ No (10 points) 2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly? ● Yes ○ Paper file system ○ Computer system ● Both paper and computer system ○ No (10 points)	0
3. O&M Manual 3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed? ● Yes ○ No	
4. Overall Maintenance /Repairs 4.1 Rate the overall maintenance of your wastewater plant. ○ Excellent ● Very good ○ Good ○ Fair ○ Poor Describe your rating: All Equipment was maintained as stated in the equipment O&M documents.	

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
5/7/2024 **2023**

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:

5/7/2024

2023

Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- ☒ Yes (0 points)
- ☐ No (20 points)

Name:

CHRISTOPHER D LEFEBVRE

Certification No:

32611

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes				
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	X	NA

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance.)

- ☒ Yes (0 points)
- ☐ No (20 points)

2.3 For wastewater treatment facilities with a registered or certified laboratory, is at least one operator that works in the laboratory certified at the basic level in the laboratory (L) subclass?

- ☒ Yes
- ☐ No
- ☐ N/A – Wastewater treatment facility does not have a registered or certified laboratory

2.4 For wastewater treatment facilities that own and operate a sanitary sewage collection system, has at least one operator been designated the OIC for sanitary sewage collection system and certified at the basic level in the sanitary sewage collection system (SS) subclass?

- ☒ Yes
- ☐ No
- ☐ N/A – Owner of the Wastewater treatment facility does not own and operate a sanitary sewage collection system

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- ☒ One or more additional certified operators on staff

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
5/7/2024 **2023**

☐ An arrangement with another certified operator ☐ An arrangement with another community with a certified operator ☐ An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year ☐ A consultant to serve as your certified operator ☐ None of the above (20 points) If "None of the above" is selected, please explain:	0
4. Continuing Education Credits 4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates? OIT and Basic Certification: ☐ Averaging 6 or more CECs per year. ☐ Averaging less than 6 CECs per year. Advanced Certification: ☒ Averaging 8 or more CECs per year. ☐ Averaging less than 8 CECs per year.	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
5/7/2024 2023

Financial Management

1. Provider of Financial Information

Name:

Jen Schmeiser

Telephone:

715-345-5267

(XXX) XXX-XXXX

E-Mail Address
(optional):

jschmeiser@stevenspoint.com

2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

● Yes (0 points) ☐

○ No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?
Year:

2023

● 0-2 years ago (0 points) ☐

○ 3 or more years ago (20 points) ☐

○ N/A (private facility)

2.3 Did you have a special account (e.g., CWWP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

● Yes (0 points)

○ No (40 points)

0

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year:

2023

● 1-2 years ago (0 points) ☐

○ 3 or more years ago (20 points) ☐

○ N/A

If N/A, please explain:

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR

\$ 4,421,567.34

3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)

\$ 250,055.00

3.2.3 Adjusted January 1st Beginning Balance

\$ 4,171,512.34

3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)

+ \$ 1,693,235.84

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:

5/7/2024

2023

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

- \$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 5,864,748.18

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund? \$ 5,864,748.18

0

Please note: If you had a CWWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

● Yes

○ No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

● Yes - If Yes, please provide major project information, if not already listed below. ☐ ☐

○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	UV Disinfection and Gate Replacement	\$3,000,000	2025
2	Biological Nutrient Removal Optimization	\$2,000,000	2026
3	Secondary Clarifier weir replacement	\$600,000	2024

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 14

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
5/7/2024 **2023**

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	13,184	750
February	14,076	193
March	15,504	131
April	15,128	115
May	14,476	61
June	9,323	46
July	11,095	80
August	11,092	54
September	11,134	58
October	11,917	122
November	16,763	102
December	12,163	712
Total	155,855	2,424
Average	12,988	202

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☐ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

● No

○ Yes

Year:

By Whom:

Describe and Comment:

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:

5/7/2024

2023

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/ Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/ Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	212,973	63.40	3,359	136.06	1,565	9,552
February	185,281	59.65	3,106	141.34	1,311	8,435
March	222,162	71.66	3,100	166.01	1,338	4,958
April	180,201	90.89	1,983	181.38	993	3,467
May	193,003	78.20	2,468	168.24	1,147	2,069
June	155,976	62.60	2,492	153.09	1,019	1,366
July	168,254	62.47	2,693	162.72	1,034	1,136
August	172,635	63.48	2,720	178.06	970	1,237
September	168,677	63.32	2,664	163.32	1,033	2,172
October	142,109	78.45	1,811	168.61	843	2,121
November	264,210	72.15	3,662	152.58	1,732	9,195
December	227,433	63.44	3,585	155.87	1,459	5,917
Total	2,292,914	829.71		1,927.28		51,625
Average	191,076	69.14	2,804	160.61	1,204	4,302

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- ☐ Aerobic Digestion
- ☒ Anaerobic Digestion
- ☒ Biological Phosphorus Removal
- ☐ Coarse Bubble Diffusers
- ☒ Dissolved O2 Monitoring and Aeration Control
- ☐ Effluent Pumping
- ☒ Fine Bubble Diffusers
- ☒ Influent Pumping
- ☒ Mechanical Sludge Processing
- ☐ Nitrification
- ☒ SCADA System
- ☒ UV Disinfection
- ☒ Variable Speed Drives
- ☐ Other:

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
5/7/2024 2023

7.2.2 Comments: 7.3 Future Energy Related Equipment 7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility? Additional LED lighting, continued process adjustments to maximize energy savings.	
8. Biogas Generation 8.1 Do you generate/produce biogas at your facility? ☐ No ☒ Yes If Yes, how is the biogas used (Check all that apply): ☒ Flared Off ☒ Building Heat ☒ Process Heat ☐ Generate Electricity ☐ Other:	

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: 5/7/2024 Reporting For: 2023

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
5/7/2024 2023

Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- ☒ Yes
- ☐ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- ☒ Yes
- ☐ No (30 points)
- ☐ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

To clean 1/3 of the city, clean lift stations as needed and clean air release valves twice per year on pressure mains.

Did you accomplish them?

- ☒ Yes
- ☐ No

If No, explain:

☒ Organization [NR 210.23 (4) (b)] ☐ ☐

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)
- ☒ Internal and external lines of communication responsibilities
- ☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Chapter 13 sewer use ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2010-03-01

Does your sewer use ordinance or other legally binding document address the following:

- ☒ Private property inflow and infiltration
 - ☒ New sewer and building sewer design, construction, installation, testing and inspection
 - ☒ Rehabilitated sewer and lift station installation, testing and inspection
 - ☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary
 - ☒ Fat, oil and grease control
 - ☒ Enforcement procedures for sewer use non-compliance
 - ☒ Operation and Maintenance [NR 210.23 (4) (d)]
- Does your operation and maintenance program and equipment include the following:
- ☒ Equipment and replacement part inventories
 - ☒ Up-to-date sewer system map

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:

5/7/2024

2023

- ☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- ☒ A description of routine operation and maintenance activities (see question 2 below)
- ☒ Capacity assessment program
- ☒ Basement back assessment and correction
- ☒ Regular O&M training

- ☒ Design and Performance Provisions [NR 210.23 (4) (e)] ☐ ☐

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- ☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- ☒ Construction, Inspection, and Testing
- ☐ Others:

- ☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)] ☐ ☐

Does your emergency response capability include:

- ☒ Responsible personnel communication procedures
- ☒ Response order, timing and clean-up
- ☒ Public notification protocols
- ☒ Training
- ☒ Emergency operation protocols and implementation procedures

- ☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] ☐ ☐

- ☐ Special Studies Last Year (check only those that apply):

- ☐ Infiltration/Inflow (I/I) Analysis
- ☐ Sewer System Evaluation Survey (SSES)
- ☐ Sewer Evaluation and Capacity Management Plan (SECAP)
- ☐ Lift Station Evaluation Report
- ☐ Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	28	% of system/year
Root removal	10	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	2	% of system/year
Manhole inspections	10	% of system/year
Lift station O&M	15	# per L.S./year
Manhole rehabilitation	0	% of manholes rehabbed
Mainline rehabilitation	0	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:

5/7/2024

2023

Private sewer I/I removal % of private services

River or water crossings % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

32.29	Total actual amount of precipitation last year in inches
37.04	Annual average precipitation (for your location)
139.28	Miles of sanitary sewer
14	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
2	Number of basement backup occurrences
0	Number of complaints
2.274	Average daily flow in MGD (if available)
3.030	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.01	Basement backups (number/sewer mile)
0.00	Complaints (number/sewer mile)
1.3	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume
------	----------	-------	------------------

None reported

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

☐ Yes

☒ No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

☐ Yes

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
5/7/2024 2023

● No If Yes, please describe: 5.3 Explain any infiltration/inflow (I/I) changes this year from previous years: There was no change in I/I. 5.4 What is being done to address infiltration/inflow in your collection system? Sump Pump inspections, televising, and lining to reduce I&I when problem areas are found.	
--	--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
5/7/2024 **2023**

Grading Summary

WPDES No: 0029572

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			37	148
GRADE POINT AVERAGE (GPA) = 4.00				

- Notes:
- A = Voluntary Range (Response Optional)
 - B = Voluntary Range (Response Optional)
 - C = Recommendation Range (Response Required)
 - D = Action Range (Response Required)
 - F = Action Range (Response Required)

School Garden Report 2023

Ben Franklin Junior High



Images: Large - Paul Skawinski instructing two students on proper planting technique.
Small - Principal Joel Burgener participating in the planting.

In 2023, a rain garden, using Wisconsin native plants, was installed at Ben Franklin Junior High. The project was funded by the City of Stevens Point Public Utilities & Transportation Department and coordinated by the local non-profit, Recycling Connections. The project directly impacted approximately 100 students attending Ben Franklin, and indirectly impacted 825 students attending Ben Franklin. This report summarizes the outcomes of this garden installation.



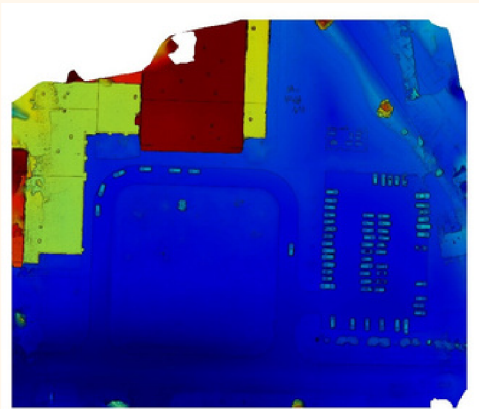
715.343.07222
Admin@RecyclingConnections.org
www.RecyclingConnections.org

Site Selection

Ben Franklin has a lot of flooding issues in front of the school with the road pooling water right at their turn-around driveway where the busses travel. There was considerable discussion on placement for this installation. In the end, it was decided to triple the project in an effort to significantly divert water away from the road and capture as much water from the roof into an overflowing catchment area. The school district created a large berm along the road. The planting area was approximately 1500 square feet. Funds from the Stevens Point Area School District – Facilities Department (\$1,000) and the Ben Franklin (\$1,000) were added to the project to purchase more plants.



Image: Partners and teachers working together to discuss garden placement.



Ariel photos taken during a student lesson given on 4/19/2023 by guest speaker, Chris Radford, North Central Conservancy Trust. Students learned about site assessments and how to use modern technology, like drones, for natural resources management techniques.

Plant Species

Students and teachers consulted with local partners from Generation Native Plants (Amherst, WI) and J&J Nursery (Wild Rose, WI) to select suitable plants for the soil type and conditions. The following plants were selected for the garden.

- Bicknell’s Sedge, *Carex bicknellii*
- Butterfly Weed, *Asclepias tuberosa*
- Cardinal Flower, *Lobelia cardinalis*
- Golden Alexanders, *Zizia aurea*
- Hoary Vervain, *Verbena stricta*
- Lance-leaf Coreopsis, *Coreopsis lanceolata*
- New England Aster, *Symphyotrichum novae-angliae*
- Nodding Onion, *Allium cernuum*
- Pale Beardtongue, *Penstemon pallidus*
- Pale Purple Coneflower, *Echinacea pallida*
- Prairie Coreopsis, *Coreopsis palmata*
- Purple Coneflower, *Echinacea purpurea*
- Rough Blazing Star, *Liatris aspera*
- Showy Goldenrod, *Solidago speciosa*
- Smooth Blue Aster, *Symphyotrichum laeve*
- Stiff Goldenrod, *Oligoneuron rigidum*
- Swamp Milkweed, *Asclepias incarnata*
- Wild Bergamot, *Monarda fistulosa*
- Wild Lupine, *Lupinus perennis*

Plan Drawings



Student Design Contest –

The garden design was created by Ashley Zager, Ella Trombley, and Catalyna Jisko.

Stats

1,300
Plants

~100
Students Planting

7
Cubic Yards of Compost

Installation

July 11th, 2023 - Site prepped by excavating the sod and then area was tarped.



September 26th, 2023 - Compost delivered and spread by 4 students.



A special thank you to Generation Native Plants (Amherst, WI) and J&J Nursery (Wild Rose, WI) for supplying the plants. Busy Bee Compost for supplying the compost. Stevens Point Area School District and Ben Franklin Junior High School for the additional funds to pay for more plants.



Certified as a Native Garden by the National Wildlife Federation

- 1,300 plants ordered
- Materials Purchased: edging, compost, deer/rabbit repel
- Compost bin installed (coming Spring 2024)
- Laminated plant identification cards printed

Special Thanks

Funding: City of Stevens Point, Public Utilities & Transportation Dept. Stevens Point Area School Districts, Ben Franklin Junior High

Community Partners

- **Joel Lemke**, Director of Public Utilities and Transportation, City of Stevens Point
- **Dan O'Connell**, Portage County Land & Water Conservation District
- **Amberle Schwartz**, Wild Ones Central WI
- **Susan Schuller**, Recycling Connections
- **Angie Hauer & Lesley Sheridan**, Portage County Master Gardeners
- **Chris Radford**, North Central Conservancy Trust
- **Paul Skawinski**, UWSP Lakes
- **Chris Budzins**, Stevens Point Area School District

Ben Franklin Planning Team

- **Joel Burgener**, Principal
- **Kelly Smith**, Teacher
- **Karla Lockman**, Parent and Boston School Forest Director
- **Denise Anderson**, Teacher
- **Cindy Solinsky**, Teacher
- **Brenna Lockman**, Student



Supporters

This is a partnership project between the City of Stevens Point Public Utilities and Recycling Connections with the additional community partners listed here:



715.343.07222
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www.RecyclingConnections.org

School Garden Report 2023

Wisconsin River Academy, SPASH Garden Report



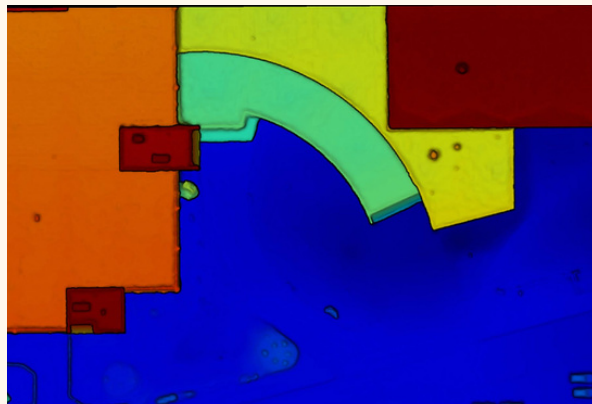
In 2023, a rain garden, using Wisconsin native plants, was installed at the Stevens Point Area Senior High (SPASH) by the Wisconsin River Academy (WRA), a charter school located within SPASH. The project was funded by the City of Stevens Point Public Utilities & Transportation Department and coordinated by the local non-profit, Recycling Connections. The project directly impacted approximately 67 students attending the WRA, and indirectly impacted 1,500 students attending SPASH. This report summarizes the outcomes of this garden installation.



715.343.07222
Admin@RecyclingConnections.org
www.RecyclingConnections.org

Site Selection

Aerial photos taken during a student lesson given on 5/5/2023 by guest speaker, Chris Radford, North Central Conservancy Trust. Students learned about slope and how to use modern technology, like drones, for natural resources management techniques. A common entrance was selected for high visibility of the garden.

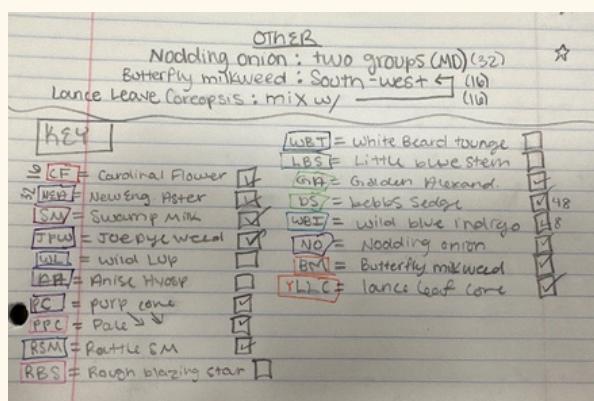
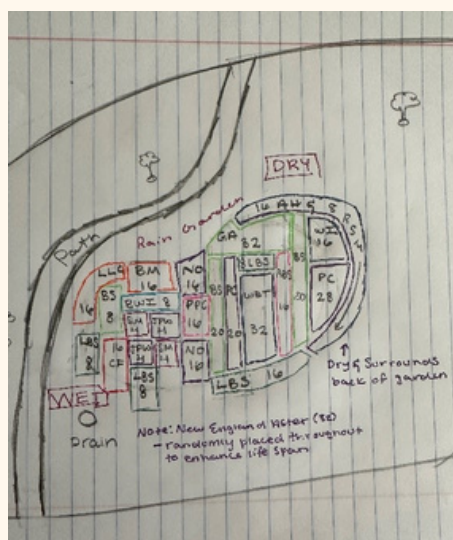


Plant Species

Students and teachers consulted with local partners from UWSP Extension Lakes and Central WI Wild Ones to select suitable plants for the soil type and conditions. The following plants were selected for the garden.

- Anise Hyssop, *Agastache foeniculum*
- Bebb's Sedge, *Carex bebbii*
- Blue Wild Indigo, *Baptisia australis*
- Butterfly Weed, *Asclepias tuberosa*
- Cardinal Flower, *Lobelia cardinalis*
- Golden Alexanders, *Zizia aurea*
- Joe Pye Weed, *Eutrochium maculatum*
- Lance-leaf Coreopsis, *Coreopsis lanceolata*
- Little Bluestem, *Schizachyrium scoparium*
- New England Aster, *Symphyotrichum novae-angliae*
- Nodding Onion, *Allium cernuum*
- Pale Purple Coneflower, *Echinacea pallida*
- Purple Coneflower, *Echinacea purpurea*
- Rattlesnake Master, *Eryngium yuccifolium*
- Rough Blazing Star, *Liatris aspera*
- Swamp Milkweed, *Asclepias incarnata*
- White Beardtongue, *Penstemon digitalis*
- Wild Lupine, *Lupinus perennis*

Plan Drawings



Plan drawings by WRA, SPASH student Samuel Totzke



Stats

550

Plants

19

Students Planting

6

Cubic Yards of Compost

Progress: May Through September

May 18th, 2023

June 12, 2023



2023 was an exceptionally dry meteorological summer (June-August) in Wisconsin. Averaged across the state, only 8.14 inches of rain fell during those months, which makes this the 5th driest summer on record (to 1895). Despite the low rain fall and high temperatures, Portage County Master Gardeners helped water, maintain, and weed the garden during the summer months. By September the garden was well established and functioned extremely well as a rain garden.

July 16, 2023

September 26th, 2023





Certified as a Native Garden by the National Wildlife Federation

- 400 plants ordered and 150 plants donated from the Wild Ones
- Materials Purchased: edging, compost, deer/rabbit repel, 100 foot hose, handheld sprayer
- Compost bin installed
- Laminated plant identification cards printed

Special Thanks

Funding: City of Stevens Point, Public Utilities & Transportation Dept.

Community Partners

- **Joel Lemke**, Director of Public Utilities and Transportation, City of Stevens Point
- **Dan O'Connell**, Portage County Land & Water Conservation District
- **Amberle Schwartz**, Wild Ones Central WI
- **Susan Schuller**, Recycling Connections
- **Angie Hauer & Lesley Sheridan**, Portage County Master Gardeners
- **Chris Radford**, North Central Conservancy Trust
- **Paul Skawinski**, UWSP Lakes
- **Chris Budzins**, Stevens Point Area School District

WRA Planning Team

- **Brian Swenson**, WRA Teacher
- **Glen Reindl**, WRA Teacher
- **Samuel Totzke**, WRA Student
- **Tahlia Moe**, WRA Student



Supporters

This is a partnership project between the City of Stevens Point Public Utilities and Recycling Connections with the additional community partners listed here:



715.343.07222
Admin@RecyclingConnections.org
www.RecyclingConnections.org

Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

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Form 3400-224(R8/2021)

Reporting Information :

Will you be completing the Annual Report or other submittal type? ☒ Annual Report ☐ Other

Project Name: 2023 Annual Report

County: Portage

Municipality: Stevens Point, City

Permit Number: S050075

Facility Number: 31432

Reporting Year: 2023

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? ☐ Yes ☒ No

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary
 - Illicit Discharge Detection and Elimination Annual Report Summary
 - Construction Site Pollution Control Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary
 - Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment

- TMDL Attachment
 - Storm Water Consortium/Group Report
 - Municipal Cooperation Attachment
 - Other Annual Report Attachment
- Attach the following permit compliance documents as appropriate using the attachments tab above
- Storm Water Management Program
 - Public Education and Outreach Program
 - Public Involvement and Participation Program
 - Illicit Discharge Detection and Elimination Program
 - Construction Site Pollutant Control Program
 - Post-Construction Storm Water Management Program
 - Pollution Prevention Program
 - Municipal Storm Water Management Facility (BMP) Inventory
 - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
 - Total Maximum Daily Load documents *(*If applicable, see permit for due dates.)*
 - TMDL Mapping*
 - TMDL Modeling*
 - TMDL Implementation Plan*
 - Fecal Coliform Screening Parameter *
 - Fecal Coliform Inventory and Map *(S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022)*
 - Fecal Coliform Source Elimination Plan *(S050075-03 general permittees Appendix B - document due to the department by October 31, 2023)*
- Sign and Submit form

Municipal Contact Information- Complete

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality Stevens Point, City

Facility ID # or (FIN): 31432

Updated Information:

☐ Check to update mailing address information

Mailing Address: 300 Bliss Avenue

Mailing Address 2:

City: Stevens Point, City

State: WI

Zip Code:

54481

xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

☐ Select to **create new** primary contact

First Name: Joel

Last Name: Lemke

☐ Select to **update** current contact information

Title: Director - Pub Util

Mailing Address: 300 Bliss Avenue

Mailing Address 2:

City: Stevens Point

State: WI

Zip Code:

54481

xxxxx or xxxxx-xxxx

Phone Number:

715-345-5266

Ext:

xxx-xxx-xxxx

Email:

jlemke@stevenspoint.com

Additional Contacts Information (Optional)

☐ I&E Program

Individual with responsibility for:
(Check all that apply)

- ☐ IDDE Program
- ☐ IDDE Response Procedure Manual
- ☐ Municipal-wide Water Quality Plan
- ☐ Ordinances
- ☐ Pollution Prevention Program
- ☐ Post-Construction Program
- ☐ Winter roadway maintenance

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code:

XXXXX or XXXXX-XXXX

Phone Number:

Ext:

XXX-XXX-XXXX

Email:

Municipal Billing Contact Person (Authorized Representative for MS4 Permit)

☐ Select to **create new** Billing contact

First Name:

Joel

Last Name:

Lemke

☐ Select to **update** current contact information

Title:

Director - Pub Util

Mailing Address:

300 Bliss Avenue

Mailing Address 2:

City:

Stevens Point

State:

WI

Zip Code:

54481

XXXXX or XXXXX-XXXX

Phone Number:

715-345-5266

Ext:

XXX-XXX-XXXX

Email:

jlemke@stevenspoint.com

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

☐ Yes ☒ No

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

☐ Yes ☒ No

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (R8/2021)

Minimum Control Measures- Section 1 : Complete

1. Public Education and Outreach

- a. Does MS4 conduct any educational efforts or events independently (not with a group) ☒ Yes ☐ No
- b. How many total educational events were held during the reporting year:
- c. Were any of the public education and outreach delivery mechanisms conducted during the reporting year active or interactive? ☒ Yes ☐ No
- d. Please select all storm water topics, target audiences, and delivery mechanisms used in the reporting year

Public Education and Outreach Delivery Mechanisms (Active and Passive)	
Active/Interactive Mechanisms	Passive Mechanisms
☒ Education activities (school presentations, summer camps) ☐ Information booth at event ☒ Targeted group training (contractors, consultants, etc.) ☒ Government event (public hearing, council meeting) ☒ Workshops ☒ Tours ☒ Other: Compost bin sale	☐ Passive print media (brochures at front desk, posters, etc.) ☐ Distribution of print media (mailings, newsletters, etc.) via mail or email. ☒ Media offerings (radio and TV ads, press release, etc.) ☐ Social media posts ☐ Signage ☒ Website ☒ Other:

Topics Covered	Target Audience
☒ Illicit discharge detection and elimination ☐ Household hazardous waste disposal/pet waste management/vehicle washing ☒ Yard waste management/pesticide and fertilizer application ☐ Stream and shoreline management ☐ Residential infiltration ☐ Construction sites and post-construction storm water management ☒ Pollution prevention ☒ Green infrastructure/low impact development ☐ Other:	☒ General Public ☒ Public Employees ☒ Residents ☐ Businesses ☐ Contractors ☐ Developers ☐ Industries ☒ Public Officials ☒ Other: Students

- e. Will additional information/summary of these education events be attached to the annual report?
☒ Yes ☐ No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 2 : Complete

2. Public Involvement and Participation

a. Permit Activities. Select all of the following topics the Permittee did to engage public participation and involvement.

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
☒ MS4 Annual Report ☒ Storm Water Management Program ☐ Storm Water related ordinance ☐ Other: 	☒ General Public ☒ Public Employees ☒ Residents ☒ Businesses ☒ Contractors ☐ Developers ☐ Industries ☒ Public Officials ☐ Other	<u>101 +</u>	☒ Yes ☐ No

b. Volunteer Activities. Select all of the following audiences targeted for volunteer involvement and participation related to storm water.

☐ NA (Individual Permittee)

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	☐ General Public ☒ Public Employees ☐ Residents ☐ Businesses ☐ Contractors ☐ Developers ☐ Industries ☐ Public Officials ☒ Other	<u>51-100</u>	☐ Yes ☒ No

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Two schools installed rain gardens supported by the storm utility. Teachers, staff, students and volunteers involved.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 3 : Complete

3. Illicit Discharge Detection and Elimination

- | | | |
|----|--|---------------------------------|
| a. | How many total outfalls does the municipality have? | <input type="text" value="16"/> |
| b. | How many outfalls did the municipality evaluate as part of their routine ongoing field screening program? | <input type="text" value="13"/> |
| c. | From the municipality's routine screening, how many were confirmed illicit discharges? | <input type="text" value="0"/> |
| d. | How many illicit discharge complaints did the municipality receive? | <input type="text" value="0"/> |
| e. | From the complaints received, how many were confirmed illicit discharges? | <input type="text" value="0"/> |
| f. | How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)? | <input type="text" value="0"/> |

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- g. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

☒ Verbal Warning	5
☒ Written Warning (including email)	0
☒ Notice of Violation	0
☒ Civil Penalty/ Citation	0

Additional Information:

- h. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

- a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year? 22
- b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year? 16
- c. How many erosion control inspections did the municipality complete in the reporting year (at sites with one acre or more of land disturbing construction activity)? 572
- d. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.
- | | |
|---|----|
| ☒ Verbal Warning | 10 |
| ☒ Written Warning (including email) | 5 |
| ☒ Notice of Violation | 0 |
| ☒ Civil Penalty/ Citation | 0 |
| ☒ Stop Work Order | 1 |
| ☐ Forfeiture of Deposit | |
| ☐ Other - Describe below | |
- e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

- a. How many new structural storm water management Best Management Practice (BMP) have received local approval ? 16
*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement,
- b. Does the MS4 have procedures for inspecting and maintaining private storm water facilities? ☒ Yes ☐ No
- c. If Yes, how many privately owned storm water management facilities were

inspected in the reporting year ? Inspections completed by private landowners should be included in the reported number.

6

- d. Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis? ☐ Yes ☒ No
- e. Does MS4 have maintenance authority on these privately owned BMPs?

No

- f. How many municipally operated (private) storm water management BMPs were inspected in the reporting year? 15
- g. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.

☒ Verbal Warning

0

☒ Written Warning (including email)

0

☒ Notice of Violation

0

☒ Civil Penalty/ Citation

0

☐ Forfeiture of Deposit

☐ Complete Maintenance

☐ Bill Responsible Party

☐ Other - Describe below

- e. Brief explanation on Post-Construction Storm Water Management reporting . *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.*

There is some conflicting language here. Our post-construction activities occur after rainfall, I don't think the questions above reference the same thing.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Best Management Practice Inspections ☐ Not Applicable

- a. Enter the total number of municipally owned or operated (i.e., privately owned BMPs) structural storm water management best management

15

practices.

- b. How many new municipally owned storm water management best management practices were installed in the reporting year ?
- c. How many municipally owned (public) storm water management best management practices were inspected in the reporting year?
- d. What elements are looked at during inspections (250 character limit)?
- e. How many of these facilities required maintenance?
- f. Brief explanation on Storm Water Management Best Management Practice inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Public Works Yards & Other Municipally Owned Properties that require a stormwater pollution prevention plan (SWPPP)* ☐ Not Applicable

- g. How many municipal properties require a SWPPP?
- h. How many inspections of municipal properties have been conducted in the reporting year?
- i. Have amendments to the SWPPPs been made?
☐ Yes ☒ No
- j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:
- k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

* Any municipally owned property that has the potential to generate stormwater pollution should have a SWPPP. For example, if a municipal property stores compost piles, material storage, yard wastes, etc., outside and can contaminate stormwater runoff—a SWPPP is required.

Collection Services - *Street Sweeping Program* ☐ Not Applicable

- l. Did the municipality conduct street sweeping during the reporting year?
☒ Yes ☐ No
- m. If known, how many tons of material was removed?
- n. Does the municipality have a [low hazard exemption](#) for this material? ☒ Yes ☐ No
- o. If street sweeping is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?
☒ Yes - Explain frequency Twice annually
☐ No - Explain _____

☐ Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* ☐ Not Applicable

- p. Did the municipality conduct catch basin sump cleaning during the reporting year? ☒ Yes ☐ No
- q. How many catch basin sumps were cleaned in the reporting year?
- r. If known, how many tons of material was collected?
- s. Does the municipality have a low hazard exemption for this material? ☒ Yes ☐ No
- t. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
- ☐ Yes- Explain frequency _____
- ☐ No - Explain _____
- ☒ Not Applicable

Collection Services - *Leaf Collection Program* ☒ Not Applicable

Winter Road Management ☐ Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

- aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? (*One mile of a two-way road equals two lane miles.*)
- ab. Provide amount of de-icing products used by month last winter season?
Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
<u>Salt</u>	0	0	250	200	40	150
<u>Salt/sand mix</u>	0	0	0	100	0	0

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
<u>Brine</u>	0	0	5300	6000	2000	1000

- ac. Was salt applying machinery calibrated in the reporting year? ☐ Yes ☒ No
- ad. Have municipal personnel attended salt reduction strategy training in the reporting year? ☐ Yes ☒ No

Training Date	Training Name	# Attendance

- ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

Internal (Staff) Education & Communication

- af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element ? ☒ Yes ☐ No

If yes, describe what training was provided (250 character limit):

Education opportunitéis are available to employees to learn about PPP. Saltwise, APWA, etc.

- ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures and pollution prevention program requirements.

Elected Officials

Through monthly meetings when items come up

Municipal Officials

Through staff meetings, monthly commission meetings etc.

Appropriate Staff (such as operators, Department heads, and those that interact with public)

Weekly staff meetings

- ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year?

☐ Yes ☒ No

If yes, check the areas the map items that got updated or changed:

☐ Storm water treatment facilities

☐ Storm pipes

☐ Vegetated swales

☐ Outfalls

☐ Other - Describe below

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

Final Evaluation - Complete**Fiscal Analysis**

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
---	---------------------------------	--------------------------------	------------------------

Element: Public Education and Outreach

9300	9300	9300	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Public Involvement and Participation

2900	2900	2900	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Illicit Discharge Detection and Elimination

1800	1800	1800	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Construction Site Pollutant Control

2900	2900	4200	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Post-Construction Storm Water Management

2900	2900	3200	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Pollution Prevention

2900	2900	3200	<u>Storm water utility</u>
------	------	------	----------------------------

Other (describe)

Annual construction and reconstruction

1100000	851400	2015000	<u>Storm water utility</u>
---------	--------	---------	----------------------------

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

Water Quality**a:** Were there any known water quality improvements in the receiving waters to which the

municipality's storm sewer system directly discharges to?

☐ Yes ☐ No ☒ Unsure If Yes, explain below:

b: Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

☐ Yes ☒ No ☐ Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

☐ Yes ☐ No ☒ Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

☒ Yes ☐ No ☐ Unsure

Storm Water Quality Management

a. Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? ☐ Yes ☒ No

b. If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

We have applied for a grant for new pollution modeling and are constantly evaluating where to construct swales and other BMPs

Do not close your work until you SAVE.

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Form 3400-224 (R8/2021)

Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- ☐ Public Education and Outreach
- ☐ Public Involvement and Participation
- ☐ Illicit Discharge Detection and Elimination
- ☐ Construction Site Pollutant Control
- ☐ Post-Construction Storm Water Management
- ☐ Pollution Prevention
- ☐ Storm Water Quality Management
- ☐ Storm Sewer System Map
- ☐ Water Quality Concerns
- ☐ Compliance Schedule Items Due
- ☐ MS4 Program Evaluation

Do not close your work until you **SAVE**.

Form 3400-224(R8/2021)

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

***Required Item**

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Attach - Other Supporting Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Missing Information

Draft and Share PDF Report with the permittee's governing body or delegated representatives.

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been reviewed by the governing body or delegated representative, return to the MS4 eReporting System to submit the final report to the DNR.

[Draft and Share PDF Report](#)

Form 3400-224(R8/2021)

Complete and Submit Your Application

You have not completed all areas of the application. Please return to the application and complete all missing items.

Contact Information: [Complete](#)

Minimum Control Measures Section 1: [Complete](#)

Minimum Control Measures Section 2: [Complete](#)

Minimum Control Measures Section 3: [Complete](#)

Minimum Control Measures Section 4: [Complete](#)

Minimum Control Measures Section 5: [Complete](#)

Minimum Control Measures Section 6: [Complete](#)

Minimum Control Measures Section 7: [Complete](#)

Attachments: [Optional- Please Review](#)

Final Evaluation: [Complete](#)