

Our intention is to have in-person meetings going forward. Meetings will be held 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 technology for the hybrid style meeting may not be reliable.

**City of Stevens Point
Board of Water and Sewerage Commissioners
April 14, 2025 - 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 and Sewer Rate Studies with Baker Tilly-*Joel Lemke*
5. Water Supply and Distribution Reports - *Eric Southworth*
6. Approval of costs for mag meter maintenance/mechanical services for Well 11-*Joel Lemke*
7. Sewage Treatment Operations Report - *Chris Lefebvre*
8. Construction and Maintenance Report - *Shane Kohnen*
9. Directors Report - *Joel Lemke*
10. Adjournment.

The next Water and Sewerage Commission meeting will be Monday, May 12, 2025 at noon.

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

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

**City of Stevens Point
Board of Water and Sewerage Commissioners
March 10, 2025 - 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 and Ray Schmidt

EXCUSED ABSENCE: Anna Haines

ALSO PRESENT: Joel Lemke, Jennifer Schmeiser, Chris Lefebvre, Jason Draheim, Ald. Shuda and Jaime Zdroik

2. Approval of Minutes

Motion made by Carl Rasmussen, seconded by Ray Schmidt to approve the February 11, 2025 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 Carl Rasmussen to approve the department claims for the month of February 2025 as audited and read.

Ayes all. Nays none. Motion carried.

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

Ray asked if Joel knew why pumpage was so much lower this year verses last year in February. Joel stated the pumpage this February is more in line with the previous years and last year was probably an exception.

5. Sewage Treatment Operations Report - *Chris Lefebvre*

Chris stated all permit limits were met for the month of February. There was a spike on February 1 in our final effluent discharge and our raw influent, so something was dumped, and the plant was upset for the majority of the month. Everything is back to normal now. They did some investigating, trying to find the source of the high loading on that day, but were unable to find out who or what did it.

Our UV disinfection project started today and is expected to be completed by May 1 and operational before we need to start disinfecting for the summer months.

6. Sewer credit for 1430 Torun Road -Joel Lemke

Joel showed the Commissioners the graph where it clearly showed when the leak started and when it was repaired. The repair was underground and did not go into the sanitary sewer for treatment. Since the leak was repaired and didn't have to be treated by the wastewater treatment plant it is eligible for a sewer credit.

The amount of water leaked was calculated to be 312,976 cubic feet.

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve the sewer credit for 1430 Torun Road for the amount of \$13,364.08.

Ayes all. Nays none. Motion carried.

7. Construction and Maintenance Report - Shane Kohnen

The Commission reviewed the Construction and Maintenance Report.

8. Update on Park Ridge water infrastructure and associated Chapter 13 ordinance amendment - Joel Lemke

Joel explained what was discussed at the Plan Commission starting by providing background information regarding the agreements between the City of Stevens Point and the Village of Park Ridge.

We have been in a wastewater treatment agreement with them since 1956 amended in 1993 to add a water meter charge. We have had a fire hydrant agreement since 2015. The Village ceased their volunteer fire department and then entered into a Public Fire Protection Agreement with the City's Fire Department which expires in about two months. The Village is looking to add more fire hydrants inside the Village limits. The two newest subdivisions in the Village are Odessa Ct. and Angelo Ct. For these subdivisions, village ordinances were adopted that read they own the infrastructure, and it is theirs to repair, but it will be operated according to our governing policies.

Joel went over Ordinance Chapter 13 and showed the Commission on the map what parcels are included in that currently. He also explained what they are proposing to amend in order for more areas in the Village to have water and more fire hydrants installed. This would be done in two phases. Joel showed them the proposed Phase 1 water main and what would be installed in later phases.

There are two options to choose from. Option 1 is to not allow extension of water main for any purpose; Option 2 is to allow extension of the water main with some or all of the following: Chapter 13 amendment-change water service area to add allowable service only to the proposed main extension area; all infrastructure (roads and mains) be built to City spec; no more infrastructure (beyond Phase 1) until a Consolidation Agreement is in place; Trigger mechanism for the connection to water would be non-conforming wells, no construction of new wells and all wells adjacent to new main within a 10-year period.

Joel explained that a consolidation agreement is one of the tools to use because a village and a city don't have annexation authority over each other.

The Plan Commission voted to recommend an amendment to Chapter 13 to allow extension of water mains in the Village of Park Ridge subject to the following conditions: All infrastructure shall be built to City specification; no more infrastructure beyond Phase 1 until a consolidation agreement is in place; residents adjacent to the water main that have non-conforming wells must connect immediately; no new wells may be constructed on properties adjacent to the water main; all properties adjacent to the proposed main shall connect within a 10-year period.

Paul questioned when the consolidation agreement would go into effect. Joel said a term hasn't been discussed yet.

Paul stated to his knowledge the Village's mill rate per thousand is \$16.72 and the City's is \$25.14 and he doesn't feel that is close. Joel explained that they are due for a revaluation because they are at a 65% ratio. It is to his understanding that once this is done they will be close to our mill rate. The Village has two rather large grants to cover the installation of infrastructure for both phases. They also have a lot of road work to do as well and a little bit of borrowing for that reason could increase their levy pretty quickly. So we just want to take what action we can now to ensure they are building their infrastructure to City standards. So, if, in the future, the Village became part of the City, the City would not take on that liability.

Paul stated that even though Joel feels this would be good for the Water & Sewerage Commission, Paul is concerned about the difference in taxes. Paul feels the City of Stevens Point residents would essentially be subsidizing the Village of Park Ridge. That said, he listened to Joel's explanation of how the tax rates would be getting closer, but doesn't understand why we just don't make this consolidation agreement now instead of waiting.

Joel stated the Village has grant money to be able to install the infrastructure. The Village is using the City's fire department, and they would like more hydrants installed to fight fires. It is really poor infrastructure planning to just install water main at over \$100 a foot and just use it for hydrants and not domestic water. If that is the case, from a utility perspective, we shouldn't allow this because we can't connect it to our system in multiple places without it being our infrastructure. The fire department, if they are going to continue to have a long-term relationship, would like more hydrants installed in the Village. Joel stated those mains, operationally, wouldn't be of interest to us without any customers connected to them. Having just hydrants on the water mains won't help with the cost of replacing the infrastructure in the years to come. Therefore, having trigger mechanisms to get customers connected helps support the financial viability of that. Whereas just using it for fire protection doesn't. Which is why option 1 is no water main but option 2 brings clarity to this. Since they already have sewer throughout the village, the slow addition of water to our specifications/standards and knowing these customers are going to come online at least lets the utility be whole. Park Ridge residents already pay more for sewer and they would have the same water rates. There is no impact on the rate payers.

Carl questioned whether they would end up being stormwater customers too? Joel stated they would not because they are not in the City and don't fall within the MS4 stormwater permit boundary.

Paul questioned the difference between a consolidation agreement and annexation. We can't do this process through annexation because a village is equal to a city concerning annexation, so the two communities need to agree to consolidate. This would be a referendum for both communities.

Paul feels if the tax rate would end up staying lower than the City's, he doesn't believe a referendum would pass in the Village. Joel stated then things would stay as they are, no more infrastructure. Joel explained the Village residents, for several decades, have paid 25% more for wastewater. They also pay a little more for fire protection via their taxes than a City resident does. They contract out their snow removal as well. If you are looking at all the factors, mill rate isn't the only thing that contributes to the total cost of service in the City versus the Village. So it is closer than what it appears, plus the borrowing for the roads will put them on a quick increase in their mill rate.

Joel further explained if the Village wants to use the grants available for the later phases and that would require a consolidation agreement to be in place, then the installation of the infrastructure would benefit the City.

Paul stated he was not in favor of this at first but if the fire department is in need of this in order to provide better service to the Village, he can't argue that. He was unaware of the potential consolidation agreement. It sounds like in the next ten years, the village mill rate would increase which it would make it more likely that the residents might pass a referendum approving consolidation with the City. Joel stated he would like the City to be in the position to have seen good infrastructure replacement for a period of time at their expense rather than ours before any consolidation is considered.

Joel explained the sources of the grants and the percent of cost sharing.

Motion made by Mae Nachman, seconded by Carl Rasmussen to approve the amendment of Chapter 13 to allow extension of water mains in the Village of Park Ridge subject to the conditions that all infrastructure shall be built to City specifications; no more infrastructure beyond Phase 1 until a consolidation agreement is in place; residents adjacent to the water main that have non-conforming wells must connect immediately; no new wells may be constructed on properties adjacent to the water main; and all properties adjacent to the proposed main shall connect within 10 years.

Ayes all. Nays none. Motion carried.

9. Directors Report - Joel Lemke

Joel stated in regards to upcoming projects and the uncertainty of tariffs on the Canadian border, we might have to have a special meeting between now and next month in order to stay on the very sensitive timelines we are under with permits.

10. Adjournment.

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:42 P.M.

REPORT TO THE APRIL 14, 2025
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

WATER DEPARTMENT

FINANCES:

Bank balance as of March 1, 2025
 Bank deposits recorded in March 2025

\$	4,624,470.59
\$	287,572.48
\$	4,912,043.07

CHECKS ISSUED MARCH 2025:

59917	City Of Stevens Point	2024 Utility Concrete Work, wages & benefits for Schanen-Eron	36,488.15
59919	Martelle Water Treatment	Aquadene Chemicals	7,097.17
59920	NAPA	Socket adapter	12.99
59921	Petty Cash	Mileage & conference expenses, postage for water sample	367.99
59923	Schierl Inc	Tire repair on skid steer	26.35
59924	SJE	Well #11 Communication Repairs, repair high service pump #3	1,668.46
59925	Springbrook Holding Company LLC	Civic Pay Transaction Fee	1,371.00
59927	Mae Nachman	Salary	64.41
59928	Community Foundation of Central WI	Employee Contribution	10.00
59929	United Way Of Portage County	United Way	67.69
59930	Aspirus Medical Group, Inc.	Random drug & alcohol testing-Roger & Kris, Wellness Program	235.34
59931	Avineon, Inc.	GIS Support	1,763.34
59932	Capital OneTrade Credit	Tool Boxes	1,099.98
59933	City Of Stevens Point	Soil boring on Project 24-01	6,833.34
59935	CORE & MAIN LP	Sensus Omni Retro Fit Kit/Shipping	2,599.09
59937	Employee Resource Center	Monthly EAP Fees	47.84
59938	Fastenal Company	Bolts	37.80
59942	Idexx Laboratories Inc	Lab supplies	1,666.63
59943	INFOSEND INC	Statement & notice printing	2,737.39
59944	John Fabick Tractor Co	Skid Steer Service	605.47
59947	Lincoln Contractors Supply Inc	4" pump replacement	1,423.86
59950	Metal Crafters Inc	Galvanized steel pipe	213.75
59951	Metron-Farnier LLC	Meters & shipping	6,057.64
59952	Mid City Corporation	Abandonment of Well #4	9,200.00
59954	Municipal Well & Pump	Well 12 Drilling	18,019.19
59955	Mastercard	Wrenches, Drop Box subscription, Office supplies	437.68
59956	SDS PAINTING CO	Refund Check 008437-000, 3440B Church St.	50.85
59957	Shippy Shoe Store Inc	Boot allowance-Brandon Wiza	228.00
59958	Anthony Sterling	Boot allowance	116.05
59959	Strand Associates Inc	Professional Services Michigan Ave Improvements 2/1-2/28 2025	2,243.34
59960	USA Blue Book	Chemicals	371.81
59961	Vestis	Rugs & laundry services	46.82
59962	WI State Laboratory of Hygiene	Fluoride testing	31.00
59965	Advance Auto Parts	Shop supplies	32.01
59968	CDW Government	Testing web interface w/Joel	255.00
59969	City Of Stevens Point	Retirement, fuel, IT & phones	29,465.23
59972	Hawkins Inc	Chemicals	3,570.27
59973	John Fabick Tractor Co	#8 back hoe service, skid steer service	1,344.91
59974	Metron-Farnier LLC	Meters/shipping, Gasket, Flanges	8,546.30
59975	Municipal Environmental Group-Water Division	Annual membership	2,000.00
59976	NAPA	Shop supplies	54.45
59978	Northern Lake Services Inc	Drinking water testing	60.90
59981	Mastercard	Tools, AWS for GIS Server, Office Supplies, Employee Lunch, Certification-Nate	863.62
59982	Community Foundation of Central WI	Employee Contribution	10.00
59983	United Way Of Portage County	United Way	67.69
59984	AnSer	After hours answering service	165.00
59985	Avineon, Inc.	Platinum Support 4/1/25 to 3/31/2026	4,000.00
59987	Beaver Of WI Inc	Supplies	507.50
59989	Central Door Solutions, LLC	Garage door repairs	294.80

59990	Clark Dietz	Professional Services for 1/1-1/31/2025-2025 Street Imp Project, Professional Services for 2/1-2/28/2025-2025 Street Imp Project	44,153.34	
59992	Fastenal Company	Supplies, PPE	155.42	
59993	Heartland Business Systems, LLC	Monthly Billing	208.93	
59994	Metal Crafters Inc	Expanded Mesh	61.00	
59995	NAPA	Spark plug	21.96	
59997	Ruekert Mielke Inc	Professional Services for New Pressure Zone Pre-Design	16,080.70	
60000	Springbrook Holding Company LLC	Professional Services	180.00	
60001	Strand Associates Inc	Professional Services 2/1-2/28/2025- Well #12	10,710.26	
60002	Teamsters Union Local 662	Union Dues	1,820.00	
60003	Vestis	Rugs & laundry services	46.82	
60004	WI Central	Base Rent	40.00	
	Deluxe	Check Purchase	1,181.88	
	CWF Loan Payment	CWF Loan Payment	753,179.40	
	Bank Fees	Bank Fees	1,320.69	
	WPS	Utility Charges	13,506.21	
	Payroll	Payroll	35,179.52	
	IRS & DOR PR Tax	Payroll Taxes	43,633.72	
	Verizon Cell & iPad Charges	Phone & iPad Charges	652.15	
	DOR Garnishment	Garnishment	9.66	
	HRA Admin Fees	Renewal & Admin Fees	30.00	
	TOTAL EXPENSES LISTED		<u>\$ 1,076,649.76</u>	<u>\$ 1,076,649.76</u>
	BALANCE ON HAND MARCH 31, 2025			<u>\$ 3,835,393.31</u>
		Balance on Hand		\$ 3,835,393.31
		Plus uncleared checks		\$ 68,354.73
		Less checks previously written clearing this month		<u>\$ (88,600.48)</u>
		Ending Cash Balance matching Bank Statements		\$ 3,815,147.56

REPORT TO THE APRIL 14, 2025
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS
SEWAGE DEPARTMENT

FINANCES:

Bank Balance as of March 1, 2025
 Bank Deposits recorded in March 2025

\$	8,188,960.69
\$	508,409.48
\$	8,697,370.17

CHECKS ISSUED IN MARCH 2025:

59917	City Of Stevens Point	2024 Utility Concrete Work, wages & benefits for Schanen-Eron	34,598.15
59918	MacQueen Equipment	Televising parts	146.14
59921	Petty Cash	Meal allowance for Shelly training in Madison	218.00
59922	Public Works Sales Holdings	Air release rebuild kit	694.00
59926	Staab Construction Corp	Welding on dryer	6,919.00
59930	Aspirus Medical Group, Inc.	Wellness Program	90.33
59931	Avineon, Inc.	GIS Support	1,763.33
59932	Capital OneTrade Credit	Windshield wash	59.76
59933	City Of Stevens Point	Soil boring on Project 24-01	6,833.33
59934	Adam Clark	Jean allowance	184.58
59936	Cummins Sales & Service	Generator Maintenance	4,787.30
59937	Employee Resource Center	Monthly EAP Fees	26.91
59939	Tyler Gilliam	Jean allowance	124.43
59940	Grainger	Supplies	885.50
59941	Harter's Fox Valley Disposal	Dumpster Service	702.63
59944	John Fabick Tractor Co	908 Loader Maintenance	1,130.47
59945	Johnson Controls Fire Protection LP	Biosolids Building Annual Alarm Monitoring	749.31
59946	L&S Electric Inc.	Baghouse blower motor	858.77
59947	Lincoln Contractors Supply Inc	4" pump replacement	1,423.85
59949	Marathon County Treasurer/Solid Waste	Sludge	5,346.07
59953	Municipal Environmental Group-Wastewater Div	Annual Membership Renewal	2,250.00
59955	Mastercard	Supplies, Fuel for training in Madison-Shelly	74.04
59956	SDS PAINTING CO	Refund Check 008437-000, 3440B Church St.	45.59
59959	Strand Associates Inc	Professional Services Michigan Ave Improvements 2/1-2/28 2025	560.83
59961	Vestis	Rugs & laundry services	215.43
59966	AT&T	Phone charges	44.98
59967	Batteries Plus LLC	Trailer generator batteries	583.20
59969	City Of Stevens Point	Retirement, fuel, IT & phones	14,370.65
59970	Fastenal Company	Stainless bolts for piping	46.66
59971	Grainger	Supplies	70.98
59972	Hawkins Inc	Chemicals	509.60
59977	NCL of Wisconsin Inc	Lab supplies	1,021.74
59979	The Sherwin-Williams Co	Floor paint	381.54
59980	SJE	SCADA repair	410.00
59981	Mastercard	AWS for IT pipes, pump, supplies, AWS for GIS Server, Employee Lunch, DNR Certs & Conference Expenses	1,958.79
59985	Avineon, Inc.	Platinum Support 4/1/25 to 3/31/2026	4,000.00
59986	B & M Technical Services	Ferric Readout	7,341.75
59988	Bond Trust Services Corp	2022 Revenue Bond Principal & Interest Payment Ref: 341160, Agent Fee 2022 Revenue Bond Ref:95006-PA	159,481.25
59989	Central Door Solutions, LLC	Garage door repairs	294.80
59990	Clark Dietz	Professional Services for 1/1-1/31 2025 Street Project, Professional Services for 2/1-2/28/2025- 2025 Street Project	11,038.34
59991	Dakota Electric Services Inc	Baghouse wiring	483.00
59992	Fastenal Company	Pump bolts	27.16
59993	Heartland Business Systems, LLC	Monthly Billing	208.93
59998	Sentry Equipment Corp	Compression Spring	458.41
59999	The Sherwin-Williams Co	Paint Supplies	19.12
60000	Springbrook Holding Company LLC	Professional Services	180.00
60003	Vestis	Rugs & laundry services	215.43
	Loan Payment	Loan Payment	1,280,187.17
	HRA	HRA Admin Fee	30.00
	Verizon Charges	Verizon Charges	594.58
	WPS Utility Charges	Gas & Electric	26,581.07
	Sewer Payroll	Payroll	59,202.35
	Payroll Taxes	Payroll Taxes	4,158.64
	Bank Fees	Bank Fees	1,320.68
	TOTAL OF EXPENSES LISTED		\$ 1,645,908.57
	BALANCE ON HAND MARCH 31, 2025		\$ 7,051,461.60
		Balance on Hand	\$ 7,051,461.60
		Plus uncleared checks	\$ 179,606.76
		Less checks previously written clearing this month	\$ (86,605.80)

Ending Cash Balance matching Bank Statements

\$ 7,144,462.56

Less Restricted Balance \$ (5,710,481.46)
TOTAL \$ 1,433,981.10

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

REPORT TO THE APRIL 14, 2025
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

STORM WATER DEPARTMENT

FINANCES:

Bank balance as of March 1, 2025
 Bank deposits recorded in March 2025

\$	1,740,326.29
\$	146,529.83
\$	1,886,856.12

CHECKS ISSUED MARCH 2025:

59917	City Of Stevens Point	2024 Utility Concrete Work, wages & benefits for Schanen-Eron	38,858.15
59921	Petty Cash	Jean allowance-Jason Pliska	131.84
59930	Aspirus Medical Group, Inc.	Wellness Program, Random drug & alcohol testing	199.83
59931	Avineon, Inc.	GIS Support	1,763.33
59933	City Of Stevens Point	Soil boring on Project 24-01	6,833.33
59937	Employee Resource Center	Monthly EAP Fees	14.95
59947	Lincoln Contractors Supply Inc	4" pump replacement	1,423.85
59948	MacQueen Equipment	Truck #33 Parts	60.70
59955	Mastercard	Rakes	49.97
59959	Strand Associates Inc	Professional Services Michigan Ave Improvements 2/1-2/28 2025	560.83
59964	Zblewski Bros	Removal of trees	1,800.00
59969	City Of Stevens Point	Retirement, fuel, IT & phones	8,383.09
59981	Mastercard	Employee lunch, AWS for GIS Server, Supplies	659.89
59985	Avineon, Inc.	Platinum Support 4/1/25 to 3/31/2026	4,000.00
59988	Bond Trust Services Corp	Agent Fee 2019 Revenue Bond Ref:95005-PA, 2019 Storm Revenue Bod Principal & Interest Ref:335110, 2021 Revenue Bond Principal & Interest Payment Ref:340298	315,775.00
59989	Central Door Solutions, LLC	Garage door repairs	294.80
59990	Clark Dietz	Professional Services for 1/1 to 1/31/25 & 2/1 to 2/28/2025-2025 Street Project	11,038.32
59993	Heartland Business Systems, LLC	Monthly Billing	208.93
59996	Roberts Irrigation Company Inc	Supplies	19.52
60000	Springbrook Holding Company LLC	Professional Services	180.00
	Bank Fees	Bank Fees	1,320.68
	Verizon	iPad & cell phone charges	481.64
	Payroll	Payroll	25,229.05
	IRS	Payroll Taxes	2,215.93
	WPS	Monthly Utility Charges	529.25
	TOTAL OF EXPENSES LISTED		\$ 422,032.88
	BALANCE ON HAND MARCH 31, 2025		\$ 1,464,823.24
		Balance on Hand	\$ 1,464,823.24
		Plus checks written after the end of this month	\$ -
		Plus uncleared checks	\$ 331,653.21
		Less checks previously written clearing this month	\$ (91,360.27)
		Ending Cash Balance matching Bank Statements	\$ 1,705,116.18

REPORT TO THE APRIL 14, 2025
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

FIBER (COMMUNITY AREA NETWORK)

FINANCES:

Bank balance as of March 1, 2025	\$ 532,418.80
Bank deposits recorded in March 2025	\$ 2,908.93
	\$ 535,327.73

CHECKS ISSUED MARCH 2025:

59917	City Of Stevens Point	2024 Utility Concrete Work, wages & benefits for Schanen-Eron	10,472.38	
	TOTAL OF EXPENSES LISTED		\$ 10,472.38	\$ 10,472.38
	BALANCE ON HAND MARCH 31, 2025			\$ 524,855.35
		Balance on Hand		\$ 524,855.35
		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		\$ 524,855.35



April 9, 2025

MEMO

RE: Water and Sewer Rate Study Services

Commissioners,

It has been more than five years since our last full water rate study, which means that we cannot request a simplified rate increase from the Public Service Commission. Since it is time to do a full rate study for water, we have asked for scope and price on rate studies for both water and sewer from Baker Tilly US, LLP.

Concurrent with the efforts we proposed below, we will be doing an internal evaluation of Stormwater rates and proposing any necessary rate adjustments.

Attached is the proposed scope and price from Baker Tilly. The estimated costs are as follows:

Test Year 2025 Water Rate Study: \$25,000 to \$30,000

Test Year 2025 Sewer Rate Study: \$25,0000

We respectfully request permission to engage with Baker Tilly US, LLP for a Water rate study not to exceed \$30,000 and a sewer rate study not to exceed \$25,000.

Thank you for your consideration.

Best Regards,

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

Joel Lemke
Director

Baker Tilly US, LLP
4807 Innovate Lane,
PO Box 7398
Madison, WI, 53707-7398
United States of America

T: +1 (608) 249 6622
F: +1 (608) 249 8532

bakertilly.com

February 25, 2025

Joel Lemke, Public Utilities Director
City of Stevens Point Department of Public Utilities and Transportation
300 Bliss Avenue
P.O. Box 242
Stevens Point, WI 54481

Dear Mr. Lemke:

Thank you for using Baker Tilly US, LLP (Baker Tilly, we, our) as your accountants and business advisors.

The purpose of this letter is to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide to City of Stevens Point Department of Public Utilities and Transportation (the Organization, Client, you, your).

Services and Related Report

We will compile, from information management provides, the Organization's forecasted schedules as of December 31, 2025, and for the test year 2025 then ending, including the related summaries of significant assumptions and accounting policies, in order to develop forecasted water and sewer rates ("forecast"). Upon completion of our compilation of the forecast, we will provide the Organization with our accountants' compilation report. If, for any reasons caused by or relating to the affairs or management of the Organization, we are unable to complete our compilation of your forecast, or if we determine in our professional judgment the circumstances necessitate, we may withdraw and decline to issue a report as a result of this engagement.

The forecast is not intended to be a forecast of financial position, changes in net position or cash flows in accordance with Generally Accepted Accounting Principles (GAAP). This report will be prepared for the development of rates and should not be used for any other purpose.

A financial forecast presents, to the best of management's knowledge and belief, the Organization's expected results of operations and plant balances for the financial forecast period. It is based on management's assumptions reflecting conditions it expects to exist and the course of action it expects to take during the forecast period.

February 25, 2025

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Sewer Rate Study

The following steps were developed for completing a sewer rate study in order to be as efficient as possible, yet allow time for adequate review. These steps include:

1. Obtain historical information, confirm significant assumptions regarding growth and costs, summarize and classify nonroutine plant additions and forecast consumption for the 2025 test year.
2. Compile forecast of statements of income, summary of significant assumptions and other related forecast schedules from information supplied by management for the 2025 test year to support the rate study.
3. Prepare a cost of service study allocating the components of the revenue requirement to rate the design parameters (volume, strength and fixed).
4. Develop proposed rates based upon the cost of service study and management directions.
5. Provide draft study to management for their review. Incorporate management's comments into study.
6. Meet with the governing body to review the study.
7. Prepare the final rate study and provide assistance with implementation of the new rate structure.

Water Rate Study

The following outlines the process of completing a water rate study and filing an application with the Public Service Commission of Wisconsin (PSCW).

1. Obtain historical information, confirm significant assumptions regarding growth and costs, summarize and classify nonroutine plant additions, and forecast consumption for the 2025 test year.
2. Compile forecast in the PSCW prescribed format for the 2025 test year to support the rate study, including supplemental information related to cash flows and debt coverage to support the requested rate of return.
3. Provide draft study to management for their review. Incorporate management's comments into study.
4. Meet with the governing body to review the study.
5. Prepare the final rate study and submit the application to the PSCW.
6. Review PSC information and proposed rates.
7. Assist management with the rate hearing and implementation of new rates.

Our Responsibilities and Limitations

The objective of our compilation engagement is to apply accounting and financial reporting expertise to assist you in the presentation of the financial forecast based on management's assumptions without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial forecast in order for it to be in accordance with guidelines for presentation of a financial forecast established by the AICPA.

We will conduct our compilation engagement in accordance with Statements on Standards for Accounting and Review Services (SSARS) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's *Code of Professional Conduct*, including the ethical principles of integrity, objectivity, professional competence and due care.

A compilation of a financial forecast differs significantly from an examination of financial forecast. A compilation does not contemplate performing analytical procedures, obtaining an understanding of the entity's internal control, assessing risks of material misstatement, tests of accounting records or other procedures ordinarily performed in an examination.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion or provide any assurance on the financial forecast.

In order for us to complete the engagement, management must provide assumptions that are appropriate for the financial forecast. If the assumptions provided are inappropriate and have not been revised to our satisfaction, we will be unable to complete the engagement, and, accordingly, we will not issue a report on the financial forecast.

Baker Tilly US, LLP is not a municipal advisor as defined in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act. Baker Tilly US, LLP is not recommending an action to the Utility; is not acting as an advisor to the Utility and does not owe a fiduciary duty pursuant to Section 15B of the Securities and Exchange Act to the Utility with respect to the information and material contained in the deliverables issued under this engagement. The Utility should discuss any information and material contained in the deliverables with any and all internal and external advisors and experts that the Utility deems appropriate before acting on this information or material. Baker Tilly US, LLP will rely on management of the Utility to provide key data related to the issuance of municipal securities.

Our engagement cannot be relied upon to identify or disclose any misstatements in the financial forecast, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations, and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, evidence that fraud may exist, illegal acts or noncompliance with laws or regulations that come to our attention, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

The compilation will be planned and conducted with the understanding it will be used for the development of rates by the Utility Commission and the Public Service Commission of Wisconsin and should not be used by any other parties or for any other purpose. Nevertheless, items of possible interest to the previously specified party may not be specifically addressed and matters may exist that would be assessed differently by the previously specified party.

The compilation will not be planned or conducted in contemplation of reliance by any other specific third party or with respect to any specific transaction. Therefore, items of possible interest to a third party will not be specifically addressed and matters may exist that would be assessed differently by a third party, possibly in connection with a specific transaction.

Management's Responsibilities

The engagement to be performed is conducted on the basis that you acknowledge and understand that our role is to assist you in developing the presentation of the financial forecast in accordance with guidelines for presentation of a financial forecast established by the AICPA. You have the following overall responsibilities that are fundamental to our undertaking the engagement in accordance with SSARS:

1. The selection of the accounting principles applied in the preparation of the financial forecast.
2. The preparation and presentation of the financial forecast in accordance with guidelines for presentation of a financial forecast established by the AICPA, the inclusion of all informative disclosures that are appropriate for the forecast under those guidelines, and the development of assumptions that reflect your plans and expectations regarding events and circumstances for the financial forecast period.
3. The design, implementation and maintenance of internal control relevant to the preparation and presentation of the financial forecast and that it is free from material misstatement whether due to fraud or error.
4. The prevention and detection of fraud.
5. To ensure that City of Stevens Point Department of Public Utilities and Transportation complies with the laws and regulations applicable to its activities.
6. The accuracy and completeness of the records, documents, explanations and other information, including significant judgments, you provide to us for the engagement.
7. To provide us with—
 - > Access to all information of which you are aware is relevant to the presentation of the financial forecast, such as records, documentation and other matters.
 - > Additional information that we may request from you for the purpose of the compilation engagement.
 - > Unrestricted access to persons within City of Stevens Point Department of Public Utilities and Transportation of whom we determine it necessary to make inquiries.

Management is responsible for informing us on a timely basis of the name of any single investor in you that owns 20% or more of your equity at any point in time. Management is also responsible for informing us on a timely basis of any investments held by you which constitutes 20% or more of the equity/capital of the investee entity at any point in time.

Our Report

As part of our engagement, we will issue a report that will state that we did not examine or review the financial forecast and that, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on it. It will also state that (1) there will usually be differences between the forecasted and actual results because events and circumstances frequently do not occur as expected, and those differences may be material; and (2) we have no responsibility to update the report for events and circumstances occurring after the date of the report.

There may be circumstances in which the report differs from the expected form and content.

You agree to include our compilation report in any document containing the financial forecast that indicates that we have performed a compilation engagement on the financial forecast and, prior to inclusion of the report, to ask our permission to do so.

Nonattest Services

Prior to or as part of our compilation engagement, it may be necessary for either Baker Tilly US, LLP or Baker Tilly Advisory Group, LP to perform certain nonattest services. Nonattest services that we will be providing are as follows:

- > Reporting assistance (such as formatting as requested).
- > Providing general information and guidance for management to use in selecting assumptions.

Baker Tilly US, LLP and Baker Tilly Advisory Group, LP will not perform any management functions or make management decisions on your behalf with respect to any nonattest services provided.

In connection with Baker Tilly US, LLP's or Baker Tilly Advisory Group, LP's performance of any nonattest services, you agree that you will:

- > Continue to make all management decisions and perform all management functions.
- > Designate a competent employee with suitable skill, knowledge and/or experience, preferably within senior management, to oversee the services performed.
- > Evaluate the adequacy and results of the nonattest services performed.
- > Accept responsibility for the results of the nonattest services.
- > Establish and maintain internal controls, including monitoring ongoing activities related to the nonattest function.

Reproduction of the Financial Forecast

If you intend to reproduce or publish the financial forecast, and make reference to our firm name in connection therewith, you agree to publish the financial forecast in its entirety. In addition, you agree to provide us, for our approval and consent, proofs before printing, and final materials before distribution.

With regard to the electronic dissemination of the financial forecast, including forecasted financials published electronically on your internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Ownership of Workpapers

The documentation for this engagement, including the workpapers is the property of Baker Tilly and constitutes confidential information. We may have a responsibility to retain the documentation for a period of time sufficient to satisfy any applicable legal or regulatory requirements for records retention. Baker Tilly does not retain any original client records and we will return such records to you at the completion of the services rendered under this engagement. When such records are returned to you, it is the Organization's responsibility to retain and protect its accounting and other business records for future use, including potential review by any government or other regulatory agencies. By your signature below, you acknowledge and agree that, upon the expiration of the documentation retention period, Baker Tilly shall be free to destroy our workpapers related to this engagement. If we are required by law, regulation or professional standards to make certain documentation available to Regulators, the Organization hereby authorizes us to do so.

Timing and Fees

We estimate that our fees for these services will be as follows:

Services	Fees
Test Year 2025 Water Rate Study	\$25,000 - \$30,000
Test Year 2025 Sewer Rate Study	\$25,000

In addition to professional fees, our invoices will include our standard technology charge, plus travel and subsistence and other out-of-pocket expenses related to the engagement.

Invoices for these fees will be rendered each month as work progresses and are payable on presentation. A charge of 1.5 percent per month shall be imposed on accounts not paid within thirty (30) days of receipt of our statement for services provided. In accordance with our firm policies, work may be suspended if your account becomes thirty (30) days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notice of termination, even if we have not completed our report. The Organization will be obligated to compensate us for all time expended and to reimburse us for all expenditures through the date of termination. In the event that collection procedures are required, the Organization agrees to be responsible for all expenses of collection including related attorneys' fees.

Our fee estimate is based on certain assumptions. Certain circumstances may arise during the course of our procedures that could significantly affect the targeted completion date or our fee estimate, and additional fees may be necessary as a result. Such circumstances include but are not limited to the following:

- > Changes to the timing of the engagement initiated by the Organization, which may require the reassignment of our personnel.
- > The Organization's failure to provide all information requested by us (i) on the date requested, (ii) in the form acceptable to us, (iii) with no mathematical errors, and (iv) in agreement with the appropriate Organization records.
- > Significant delays in responding to inquiries made of Organization personnel, or significant changes in Organization accounting policies or practices, or in the Organization's accounting personnel, their responsibilities, or their availability.
- > Significant delays or errors in the draft financial statements and necessary schedules prepared by the Organization's personnel.
- > Implementation of new general ledger software or a new chart of accounts by the Organization.

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- > Significant changes in the Organization's business operations, including business combinations, the creation of new entities, divisions, or subsidiaries within the Organization, significant new employment or equity agreements, or significant subsequent events. Certain business transactions or changes in business operations or conditions, financial reporting, and/or auditing standards may require us to utilize the services of internal or external valuation or tax specialists.
- > New financing arrangements or modifications to existing financing arrangements, or significant new federal or state funding.
- > Significant deficiencies or material weaknesses in the design or operating effectiveness of the Organization's internal control over financial reporting.
- > Issuance of additional accounting or financial reporting standards subsequent to or effective for the periods covered by this Engagement Letter.
- > Circumstances beyond our control.

For new business transactions or changes in business operations or conditions, financial reporting standards may require us to utilize the services of internal or external valuation or tax specialists. This includes matters such as business combinations, impairment evaluations, and going concern evaluation, among other potential needs for specialists. The time and cost of such services are not included in the fee estimate provided.

Revisions to the scope of our work will be communicated to you and may be set forth in the form of an "Amendment to Existing Engagement Letter."

Baker Tilly's fees are exclusive of any federal, national, regional, state, provincial or local taxes, including any VAT or other withholdings, imposed on this transaction, the fees, or on Client's use of the Services or possession of the Deliverable (individually or collectively, the Taxes). All applicable Taxes shall be paid by Client without deduction from any fees owed by Client to Baker Tilly. In the event Client fails to pay any Taxes when due, Client shall defend, indemnify, and hold harmless Baker Tilly, its officers, agents, employees and consultants from and against any and all fines, penalties, damages, costs (including, but not limited to, claims, liabilities or losses arising from or related to such failure by Client) and will pay any and all damages, as well as all costs, including, but not limited to, mediation and arbitration fees and expenses as well as attorneys' fees, associated with Client's breach of this section.

We may use temporary contract staff to perform certain tasks on your engagement and will bill for that time at the rate that corresponds to Baker Tilly staff providing a similar level of service. Upon request, we will be happy to provide details on training, supervision and billing arrangements we use in connection with these professionals. Additionally, we may from time to time, and depending on the circumstances, use service providers (e.g., to act as a specialist or compile an element of the financial statements) in serving your account. We may share confidential information about you with these contract staff and service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all contract staff and service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the contract staff or third-party service provider. Furthermore, the firm will remain responsible for the work provided by any such contract staff or third-party service providers.

To the extent the Services require Baker Tilly to receive personal data or personal information from Client, Baker Tilly may process, and engage subcontractors to assist with processing, any personal data or personal information, as those terms are defined in applicable privacy laws. Baker Tilly's processing shall be in accordance with the requirements of the applicable privacy laws relevant to the processing in providing Services hereunder, including Services performed to meet the business purposes of the Client, such as Baker Tilly's tax, advisory, and other consulting services. Applicable privacy laws may include any local, state, federal or international laws, standards, guidelines, policies or regulations governing the collection, use, disclosure, sharing or other processing of personal data or personal information with which Baker Tilly or its Clients must comply. Such privacy laws may include (i) the EU General Data Protection Regulation 2016/679 (GDPR); (ii) the California Consumer Privacy Act of 2018 (CCPA); and/or (iii) other laws regulating marketing communications, requiring security breach notification, imposing minimum security requirements, requiring the secure disposal of records, and other similar requirements applicable to the processing of personal data or personal information. Baker Tilly is acting as a Service Provider/Data Processor, as those terms are defined respectively under the CCPA/GDPR, in relation to Client personal data and personal information. As a Service Provider/Data Processor processing personal data or personal information on behalf of Client, Baker Tilly shall, unless otherwise permitted by applicable privacy law, (a) follow Client instructions; (b) not sell personal data or personal information collected from the Client or share the personal data or personal information for purposes of targeted advertising; (c) process personal data or personal information solely for purposes related to the Client's engagement and not for Baker Tilly's own commercial purposes; and (d) cooperate with and provide reasonable assistance to Client to ensure compliance with applicable privacy laws. Client is responsible for notifying Baker Tilly of any applicable privacy laws the personal data or personal information provided to Baker Tilly is subject to, and Client represents and warrants it has all necessary authority (including any legally required consent from individuals) to transfer such information and authorize Baker Tilly to process such information in connection with the Services described herein. Client further understands Baker Tilly US, LLP and Baker Tilly Advisory Group, LP will co-process Client data as necessary to perform the Services, pursuant to the alternative practice structure in place between the two entities. Baker Tilly Advisory Group, LP maintains custody of client files for both entities. By executing this Engagement Letter, you hereby consent to the transfer to Baker Tilly Advisory Group, LP of all your Client files, workpapers and work product. Baker Tilly Advisory Group, LP is bound by the same confidentiality obligations as Baker Tilly US, LLP. Baker Tilly is responsible for notifying Client if Baker Tilly becomes aware that it can no longer comply with any applicable privacy law and, upon such notice, shall permit Client to take reasonable and appropriate steps to remediate personal data or personal information processing. Client agrees that Baker Tilly has the right to utilize Client data to improve internal processes and procedures and to generate aggregated/de-identified data from the data provided by Client to be used for Baker Tilly business purposes and with the outputs owned by Baker Tilly. For clarity, Baker Tilly will only disclose aggregated/de-identified data in a form that does not identify Client, Client employees, or any other individual or business entity and that is stripped of all persistent identifiers. Client is not responsible for Baker Tilly's use of aggregated/de-identified data.

Baker Tilly has established information security related operational requirements that support the achievement of our information security commitments, relevant information security related laws and regulations and other information security related system requirements. Such requirements are communicated in Baker Tilly's policies and procedures, system design documentation and contracts with customers. Information security policies have been implemented that define our approach to how systems and data are protected. Client is responsible for providing timely written notification to Baker Tilly of any additions, changes or removals of access for Client personnel to Baker Tilly provided systems or applications. If Client becomes aware of any known or suspected information security or privacy related incidents or breaches related to this agreement, Client should timely notify Baker Tilly via email at dataprotectionofficer@bakertilly.com.

Any additional services that may be requested and we agree to provide will be the subject of a separate engagement letter.

We may be required to disclose confidential information to federal, state and international regulatory bodies or a court in criminal or other civil litigation. In the event that we receive a request from a third party (including a subpoena, summons or discovery demand in litigation) calling for the production of information, we will promptly notify the Organization, unless otherwise prohibited. In the event we are requested by the Organization or required by government regulation, subpoena or other legal process to produce our engagement working papers or our personnel as witnesses with respect to services rendered to the Organization, so long as we are not a party to the proceeding in which the information is sought, we may seek reimbursement for our professional time and expenses, as well as the fees and legal expenses, incurred in responding to such a request.

We may be required to disclose confidential information with respect to complying with certain professional obligations, such as peer review programs. All participants in such peer review programs are bound by the same confidentiality requirements as Baker Tilly and its employees. Baker Tilly will not be required to notify the Organization if disclosure of confidential information is necessary for peer review purposes.

Resolution of Disagreements

In the unlikely event that differences concerning services or fees should arise that are not resolved by mutual agreement, both parties agree to attempt in good faith to settle the dispute by mediation administered by the American Arbitration Association (AAA) under its mediation rules for professional accounting and related services disputes before resorting to litigation or any other dispute-resolution procedure. Each party shall bear their own expenses from mediation.

If mediation does not settle the dispute or claim, then the parties agree that the dispute or claim shall be settled by binding arbitration. The arbitration proceeding shall take place in the city in which the Baker Tilly office providing the relevant services is located, unless the parties mutually agree to a different location. The proceeding shall be governed by the provisions of the Federal Arbitration Act (FAA) and will proceed in accordance with the then current Arbitration Rules for Professional Accounting and Related Disputes of the AAA, except that no prehearing discovery shall be permitted unless specifically authorized by the arbitrator. The arbitrator will be selected from Judicate West, AAA, Judicial Arbitration & Mediation Services (JAMS), the Center for Public Resources or any other internationally or nationally-recognized organization mutually agreed upon by the parties. Potential arbitrator names will be exchanged within fifteen (15) days of the parties' agreement to settle the dispute or claim by binding arbitration, and arbitration will thereafter proceed expeditiously. Any issue concerning the extent to which any dispute is subject to arbitration, or concerning the applicability, interpretation, or enforceability of any of these procedures, shall be governed by the FAA and resolved by the arbitrators. The arbitration will be conducted before a single arbitrator, experienced in accounting and auditing matters. The arbitrator shall have no authority to award nonmonetary or equitable relief and will not have the right to award punitive damages or statutory awards. Furthermore, in no event shall the arbitrator have power to make an award that would be inconsistent with the Engagement Letter or any amount that could not be made or imposed by a court deciding the matter in the same jurisdiction. The award of the arbitration shall be in writing and shall be accompanied by a well-reasoned opinion. The award issued by the arbitrator may be confirmed in a judgment by any federal or state court of competent jurisdiction. Discovery shall be permitted in arbitration only to the extent, if any, expressly authorized by the arbitrator(s) upon a showing of substantial need. Each party shall be responsible for their own costs associated with the arbitration, except that the costs of the arbitrator shall be equally divided by the parties. Both parties agree and acknowledge that they are each giving up the right to have any dispute heard in a court of law before a judge and a jury, as well as any appeal. The arbitration proceeding and all information disclosed during the arbitration shall be maintained as confidential, except as may be required for disclosure to professional or regulatory bodies or in a related confidential arbitration. The arbitrator(s) shall apply the limitations period that would be applied by a court deciding the matter in the same jurisdiction, including the contractual limitations set forth in this Engagement Letter, and shall have no power to decide the dispute in any manner not consistent with such limitations period. The arbitrator(s) shall be empowered to interpret the applicable statutes of limitations.

Our services shall be evaluated solely on our substantial conformance with the terms expressly set forth herein, including all applicable professional standards. Any claim of nonconformance must be clearly and convincingly shown.

Limitation on Damages and Indemnification

The liability (including attorney's fees and all other costs) of Baker Tilly and its present or former partners, principals, agents or employees related to any claim for damages relating to the services performed under this Engagement Letter shall not exceed the fees paid to Baker Tilly for the portion of the work to which the claim relates, except to the extent finally determined to have resulted from the willful misconduct or fraudulent behavior of Baker Tilly relating to such services. This limitation of liability is intended to apply to the full extent allowed by law, regardless of the grounds or nature of any claim asserted, including the negligence of either party. Additionally, in no event shall either party be liable for any lost profits, lost business opportunity, lost data, consequential, special, incidental, exemplary or punitive damages, delays or interruptions arising out of or related to this Engagement Letter even if the other party has been advised of the possibility of such damages.

As Baker Tilly is performing the services solely for your benefit, you will indemnify Baker Tilly, its subsidiaries and their present or former partners, principals, employees, officers and agents against all costs, fees, expenses, damages and liabilities (including attorney's fees and all defense costs) associated with any third-party claim, relating to or arising as a result of the services, or this Engagement Letter.

Because of the importance of the information that you provide to Baker Tilly with respect to Baker Tilly's ability to perform the services, you hereby release Baker Tilly and its present and former partners, principals, agents and employees from any liability, damages, fees, expenses and costs, including attorney's fees, relating to the services, that arise from or relate to any information, including representations by management, provided by you, Organization personnel or agents, that is not complete, accurate or current, whether or not management knew or should have known that such information was not complete, accurate or current.

Each party recognizes and agrees that the warranty disclaimers and liability and remedy limitations in this Engagement Letter are material bargained for bases of this Engagement Letter and that they have been taken into account and reflected in determining the consideration to be given by each party under this Engagement Letter and in the decision by each party to enter into this Engagement Letter.

The terms of this section shall apply regardless of the nature of any claim asserted (including, but not limited to, contract, tort or any form of negligence, whether of you, Baker Tilly or others), but these terms shall not apply to the extent finally determined to be contrary to the applicable law or regulation. These terms shall also continue to apply after any termination of this Engagement Letter.

You accept and acknowledge that any legal proceedings arising from or in conjunction with the services provided under this Engagement Letter must be commenced within twelve (12) months after the performance of the services for which the action is brought, without consideration as to the time of discovery of any claim or any other statutes of limitations or repose.

Other Matters

Neither this Engagement Letter, any claim, nor any rights or licenses granted hereunder may be assigned, delegated or subcontracted by either party without the written consent of the other party. Either party may assign and transfer this Engagement Letter to any successor that acquires all or substantially all of the business or assets of such party by way of merger, consolidation, other business reorganization or the sale of interest or assets, provided that the party notifies the other party in writing of such assignment and the successor agrees in writing to be bound by the terms and conditions of this Engagement Letter.

The services performed under this Agreement do not include the provision of legal advice and Baker Tilly makes no representations regarding questions of legal interpretation. Client should consult with its attorneys with respect to any legal matters or items that require legal interpretation under federal, state or other type of law or regulation.

Baker Tilly US, LLP and Baker Tilly Advisory Group, LP and its subsidiary entities provide professional services through an alternative practice structure in accordance with the AICPA Code of Professional Conduct and applicable laws, regulations and professional standards. Baker Tilly US, LLP is a licensed independent CPA firm that provides attest services to clients. Baker Tilly Advisory Group, LP and its subsidiary entities provide tax and business advisory services to their clients. Baker Tilly Advisory Group, LP and its subsidiary entities are not licensed CPA firms.

Baker Tilly Advisory Group, LP and its subsidiaries and Baker Tilly US, LLP, trading as Baker Tilly, are independent members of Baker Tilly International. Baker Tilly International Limited is an English company. Baker Tilly International provides no professional services to clients. Each member firm is a separate and independent legal entity and each describes itself as such. Baker Tilly Advisory Group, LP and Baker Tilly US, LLP are not Baker Tilly International's agents and do not have the authority to bind Baker Tilly International or act on Baker Tilly International's behalf. None of Baker Tilly International, Baker Tilly Advisory Group, LP, Baker Tilly US, LLP, nor any of the other member firms of Baker Tilly International has any liability for each other's acts or omissions. The name Baker Tilly and its associated logo is used under license from Baker Tilly International Limited.

This Engagement Letter and any applicable online terms and conditions or terms of use ("Online Terms") related to online products or services made available to Organization by Baker Tilly ("Online Offering") constitute the entire agreement between the Organization and Baker Tilly regarding the services described in this Engagement Letter and supersedes and incorporates all prior or contemporaneous representations, understandings or agreements, and may not be modified or amended except by an agreement in writing signed between the parties hereto. For clarity and avoidance of doubt, the terms of this Engagement Letter govern Baker Tilly's provision of the services described herein, and the Online Terms govern Organization's use of the Online Offering. This Engagement Letter's provisions shall not be deemed modified or amended by the conduct of the parties.

The provisions of this Engagement Letter, which expressly or by implication are intended to survive its termination or expiration, will survive and continue to bind both parties, including any successors or assignees. If any provision of this Engagement Letter is declared or found to be illegal, unenforceable or void, then both parties shall be relieved of all obligations arising under such provision, but if the remainder of this Engagement Letter shall not be affected by such declaration or finding and is capable of substantial performance, then each provision not so affected shall be enforced to the extent permitted by law or applicable professional standards.

If because of a change in the Organization status or due to any other reason, any provision in this Engagement Letter would be prohibited by, or would impair our independence under laws, regulations or published interpretations by governmental bodies, commissions or other regulatory agencies, such provision shall, to that extent, be of no further force and effect and this agreement shall consist of the remaining portions.

This agreement shall be governed by and construed in accordance with the laws of the State of Wisconsin, without giving effect to the provisions relating to conflict of laws.

Joel Lemke
City of Stevens Point Department of Public Utilities and Transportation

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We appreciate the opportunity to be of service to you.

If there are any questions regarding the Engagement Letter, please contact Jodi Dobson, the professional on this engagement who is responsible for the overall supervision and review of the engagement and for determining that the engagement has been completed in accordance with professional standards. Jodi Dobson is available at 608 240 2469, or at jodi.dobson@bakertilly.com.

Sincerely,

BAKER TILLY US, LLP



The services and terms as set forth in this Engagement Letter are agreed to by:

Official's Name

Official's Signature

Title

Date

**STEVENS POINT, WISCONSIN
WATERWORKS REPORT**

FOR FEBRUARY 2025

CURRENT YEAR VS. PREVIOUS YEAR

	2024	2025	INCREASE	DECREASE	RECORD HIGH	DATE
Total pumpage, gallons	200,341,000	174,855,000		25,486,000	223,803,000	Feb-98
Daily pumping average, in gallons	6,908,310	6,224,000		684,310		
Peak pumpage, gallons, (date)	7,254,000 (21st)	8,209,000 (25th)	955,000		16,718,000	2/25/1998
Low pumpage, gallons, (date)	6,337,000 (3rd)	4,163,000 (26th)		2,174,000	2,131,000	2/25/2013
Power bill	\$21,197.23	\$19,599.97		\$1,597.26		◀Record low since 1995 when the utility started providing water to Stora Enso.
K.W.H's used	243,048	212,290		30,758		
Gallons pumped per K.W.H.	824	824				

**STEVENS POINT, WISCONSIN
WATERWORKS REPORT**

FOR MARCH 2025

CURRENT YEAR VS. PREVIOUS YEAR

	2024	2025	INCREASE	DECREASE	RECORD HIGH	DATE	
Total pumpage, gallons	197,093,000	182,380,000		14,713,000	207,774,000	Mar-05	
Daily pumping average, in gallons	6,357,000	5,882,000		475,000			
Peak pumpage, gallons, (date)	7,111,000 (1ST)	7,863,000 (3RD)	752,000		8,433,000	3/1/2005	
Low pumpage, gallons, (date)	5,730,000 (19TH)	4,398,000 (24TH)		1,332,000	1,785,000	03/29/70	
					3,436,000	3/15/1998	<i>Previous record low.</i>
Power bill	\$20,170.84	\$18,818.61		\$1,352.23	2,239,000	3/25/2016	<i>◀NEW-Record low since 1995 when utility started providing water to Stora Enso</i>
K.W.H's used	223,989	203,623		20,366			
Gallons pumped per K.W.H.	880	896		16			

**STEVENS POINT WATER DEPARTMENT
CONSUMPTION HISTORY**

(Pumpage x 1,000)

MONTH	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
JANUARY	191,525	190,129	178,957	188,381	138,644	150,622	142,263	147,206	140,438	131,056
FEBRUARY	174,855	200,341	173,997	173,503	135,391	131,127	135,573	132,869	123,311	124,330
MARCH	182,380	197,093	169,879	195,466	150,690	138,327	154,358	148,770	139,881	131,189
APRIL		194,614	167,050	171,871	146,563	127,470	135,713	133,238	142,367	135,484
MAY		207,278	208,084	211,721	174,529	149,292	154,346	168,410	141,687	175,174
JUNE		228,814	284,930	238,070	225,268	181,763	181,220	187,095	175,722	187,693
JULY		232,529	280,293	261,545	214,800	199,876	199,645	240,487	202,817	185,672
AUGUST		241,404	275,018	251,597	206,429	231,447	210,777	225,280	179,208	167,623
SEPTEMBER		219,734	239,167	227,586	181,626	174,925	169,779	181,556	157,626	151,238
OCTOBER		189,354	177,717	206,986	188,859	170,759	143,805	148,186	151,878	143,498
NOVEMBER		166,568	194,002	191,454	169,636	151,193	135,482	133,317	137,452	126,023
DECEMBER		172,688	182,805	194,570	186,582	139,795	146,329	143,324	133,796	141,554
Grand Total/Yr	548,760	2,440,546	2,531,899	2,512,750	2,119,017	1,946,596	1,909,290	1,989,738	1,826,183	1,800,534

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

(Pumpage x 1,000)

MONTH	2025	2024	2023	2022	2021	2020	2019	2018	2017
JANUARY	89,445	89,029	88,937	88,942	83,106	82,287	82,112	88,989	89,079
FEBRUARY	79,592	83,297	79,725	80,355	80,293	83,129	80,253	80,441	80,474
MARCH	88,798	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		88,543	88,563	88,861	88,978	88,891	88,880	88,968	66,836
JUNE		90,926	93,567	85,473	86,219	86,029	85,990	86,098	74,224
JULY		98,263	98,201	89,341	89,195	86,944	88,225	88,869	88,996
AUGUST		98,269	98,201	89,417	88,490	88,902	88,811	88,978	88,973
SEPTEMBER		78,157	88,166	86,525	86,109	86,044	85,974	86,010	86,157
OCTOBER		85,933	88,652	89,828	86,373	88,916	88,841	87,366	89,120
NOVEMBER		76,273	86,218	86,211	86,217	82,881	85,244	85,751	86,441
DECEMBER		89,129	88,973	89,035	89,444	88,909	88,890	87,468	72,909
Grand Total/Yr	257,835	1,046,667	1,065,256	1,047,564	1,039,302	1,037,725	1,036,469	1,031,630	988,048



April 9, 2025

MEMO

RE: Well 11 mag meter maintenance and mechanical services

Commissioners,

We have two locations at well 11 (the raw well house and in the treatment plan pipe gallery) where access to the mag meters is very difficult. It is important to access the mag meters on a routine basis so that we can ensure they are registering accurately by cleaning the inside surface of the meter.

The general approach we are proposing is to have a mechanical contractor cut in an access fitting very near both mag meters so that we can simply remove a blind flange fitting rather than having to remove the entire meter. This will allow far less complex equipment and tools to be used which will allow a safer and quicker process for our operators. A couple of pictures are attached to aid in our conversation.

Our research and conversations with mechanical contractors has suggested we can complete the work for under \$20,000

We respectfully request your approval to contract the work as described above in an amount not to exceed \$20,000.

Thank you for your consideration.

Best Regards,

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

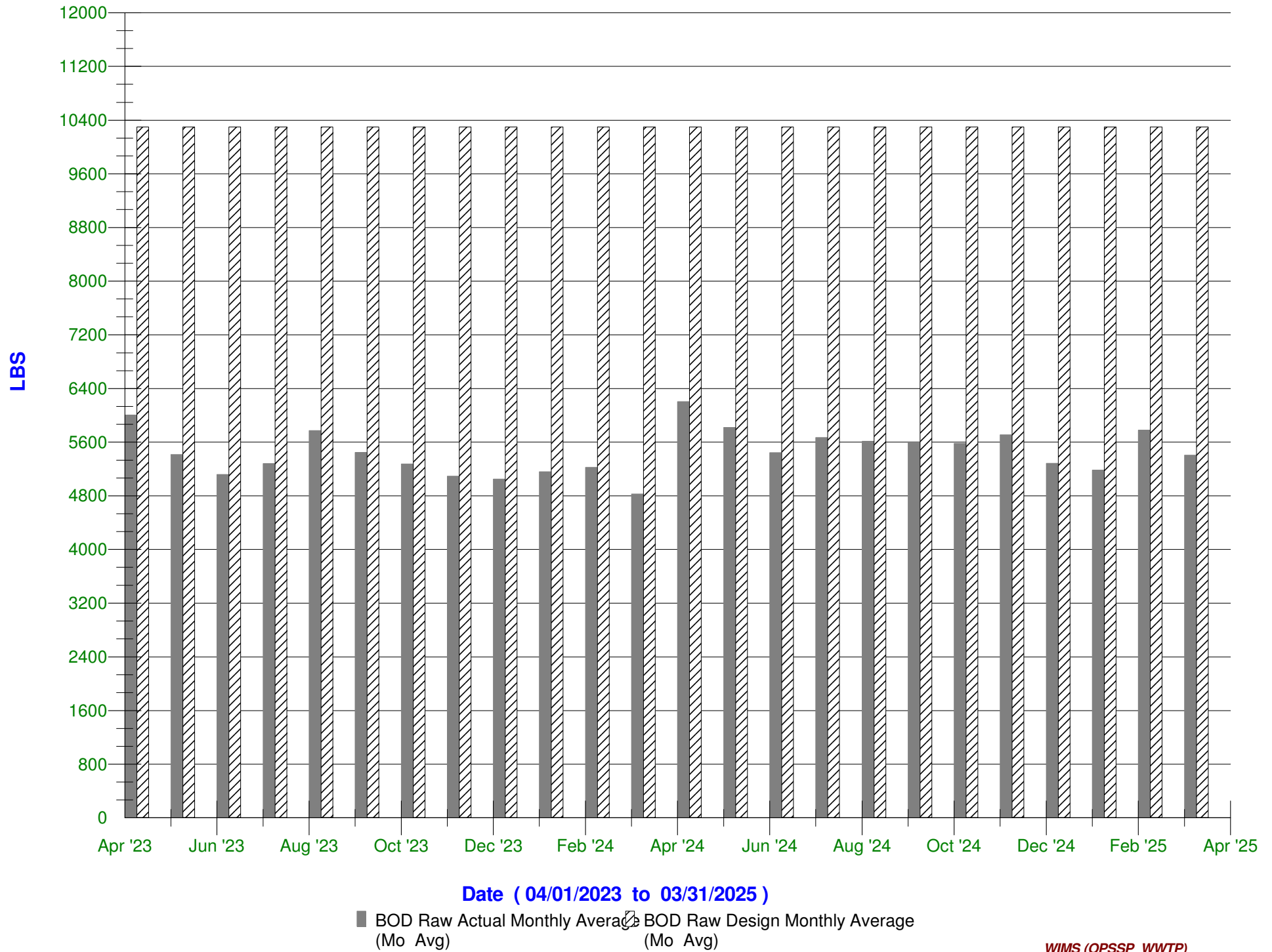
Joel Lemke
Director

Final Effluent Discharge Data

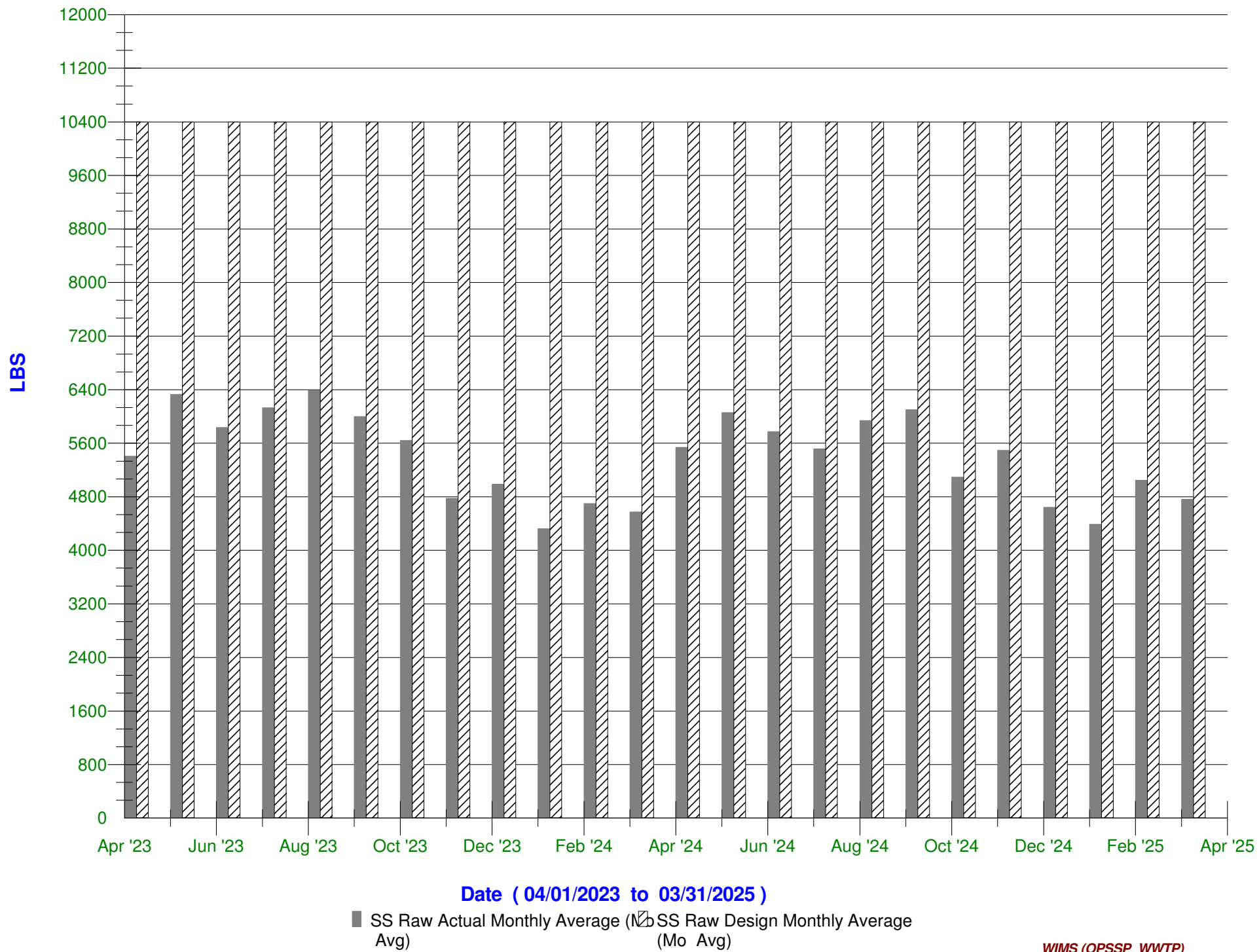
March 2025

Date	Precip INCHES	Sewage Flow		BOD					S.S.					Phosphorus				Fecal Coliform	Effluent Ammonia
		Raw MGD	Final MGD	Raw MG/L	Final CBOD MG/L	% Reduct.	Raw Pounds BOD/Day	Final Pounds CBOD/Day	Raw (ppm)	Final (ppm)	% Reduct.	Raw Pounds SS/Day	Final Pounds SS/Day	Raw (ppm)	Final (ppm)	Raw Pounds P/Day	Final Pounds P/Day	Final #/100 ml	mg/L
03/01/2025	0.00	1.934	2.240	265	8.05	97	4,274	150	264	3.73	99	4,258.20	70	5.530	0.280	89	5		45
03/02/2025	0.00	1.980	2.289	251	4.42	98	4,145	84	284	2.43	99	4,689.75	46						
03/03/2025	0.00	2.144	2.486	385	2.56	99	6,884	53	356	3.80	99	6,365.62	79	9.190	0.280	164	6		38
03/04/2025	0.22	2.187	2.538	302	3.92	99	5,508	83	288	5.00	98	5,253.00	106						
03/05/2025	0.94	2.366	2.751	285	3.13	99	5,624	72	252	4.80	98	4,972.57	110	6.440	0.390	127	9		45
03/06/2025	0.23	2.247	2.609	345	3.17	99	6,465	69	228	5.05	98	4,272.72	110						
03/07/2025	0.00	2.213	2.589	342	4.90	99	6,312	106	232	5.70	98	4,281.89	123						
03/08/2025	0.00	2.050	2.404	262	3.44	99	4,479	69	208	4.64	98	3,556.18	93	5.590	0.200	96	4		42
03/09/2025	0.00	2.134	2.489	210	3.08	99	3,737	64	268	3.01	99	4,769.75	62	3.910	0.170	70	4		52
03/10/2025	0.00	2.235	2.585	293	3.48	99	5,461	75	264	4.30	98	4,920.93	93						
03/11/2025	0.00	2.230	2.608	326	2.97	99	6,063	65	316	5.74	98	5,877.03	125	4.900	0.310	91	7		48
03/12/2025	0.00	2.215	2.592	582	12.62	98	10,751	273	296	7.23	98	5,468.04	156						
03/13/2025	0.00	2.224	2.569	322	40.44	87	5,973	866	300	12.20	96	5,564.45	261						
03/14/2025	0.00	2.216	2.509	270	12.34	95	4,990	258	272	8.70	97	5,026.95	182						
03/15/2025	0.01	1.984	2.320	234	4.14	98	3,872	80	272	5.00	98	4,500.66	97						
03/16/2025	0.05	2.017	2.344	248	3.01	99	4,172	59	184	3.60	98	3,095.21	70	4.610	0.150	78	3		40
03/17/2025	0.00	2.063	2.401	257	3.20	99	4,422	64	216	3.09	99	3,716.37	62	5.060	0.130	87	3		43
03/18/2025	0.00	2.017	2.380	285	3.23	99	4,794	64	188	4.60	98	3,162.49	91						
03/19/2025	0.00	1.954	2.357	464	3.45	99	7,562	68	208	3.85	98	3,389.64	76	5.200	0.160	85	3		42
03/20/2025	0.77	2.003	2.383	293	3.11	99	4,895	62	224	3.17	99	3,741.92	63						
03/21/2025	0.00	2.139	2.537	290	3.60	99	5,173	76	212	4.00	98	3,781.92	85						
03/22/2025	0.00	2.018	2.406	335	3.31	99	5,638	66	552	3.20	99	9,290.23	64	7.070	0.170	119	3		42
03/23/2025	0.00	2.089	2.500	206	3.29	98	3,589	69	192	4.90	97	3,345.07	102						
03/24/2025	1.10	2.254	2.535	293	3.26	99	5,508	69	236	4.12	98	4,436.41	87	5.570	0.210	105	4		36
03/25/2025	0.00	2.309	2.258	309	3.82	99	5,950	72	232	4.55	98	4,467.64	86	5.030	0.250	97	5		21
03/26/2025	0.00	2.475	2.598	301	4.62	98	6,213	100	196	5.10	97	4,045.73	111						
03/27/2025	0.00	2.540	2.653	275	4.64	98	5,825	103	312	6.80	98	6,609.28	150						
03/28/2025	0.01	2.613	2.779	230	4.83	98	5,012	112	276	5.77	98	6,014.71	134						
03/29/2025	0.65	2.582	2.783	194	4.08	98	4,178	95	224	5.50	98	4,823.59	128						
03/30/2025	0.20	3.212	3.447	154	4.55	97	4,125	131	164	6.39	96	4,393.25	184						
03/31/2025	0.70	3.263	3.499	219	5.57	97	5,960	163	204	6.48	97	5,551.54	189						
Total	4.88	69.907	79.438	9,027	174	3,039	167,556	3,739	7,920	156.45	3,036	147,642.75	3,395	68.100	2.700	1,206.799	55.505		493.800
Average	0.16	2.255	2.563	291	6	98	5,405	121	255	5.05	98	4,762.67	110	5.675	0.225	100.667	4.667		41.167
Maximum	1.10	3.26	3.50	582.00	40.44	99.34	10,751.34	866.45	552.00	12.20	99.42	9,290.23	261.39	9.19	0.39	164.33	8.95		52.30
Minimum	0.00	1.93	2.24	154.00	2.56	87.44	3,588.99	53.08	164.00	2.43	95.93	3,095.21	46.39	3.91	0.13	69.59	2.60		20.60

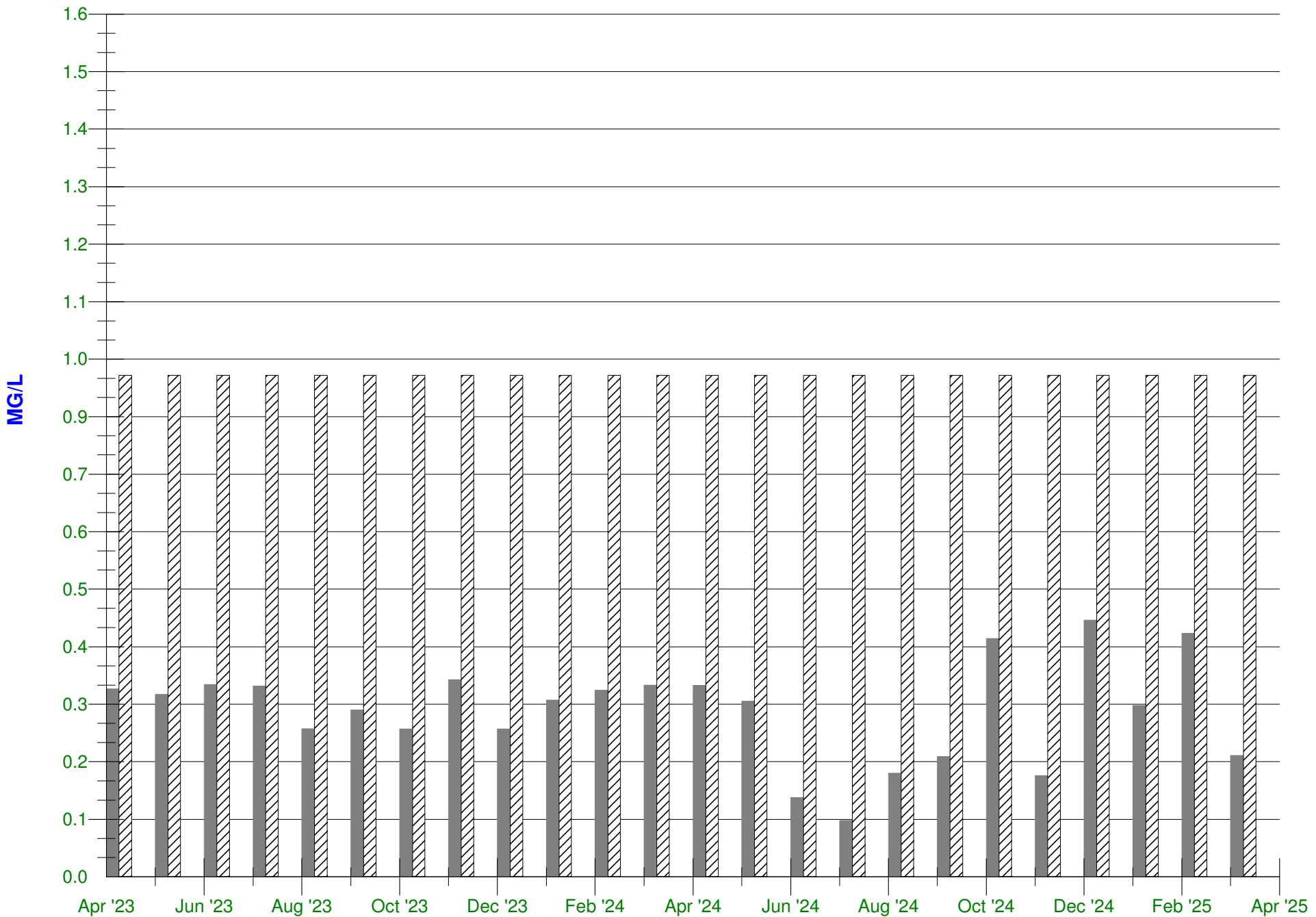
BOD Raw 2 Year History



SS Raw 2 Year History



Phosphorus mg/l 2 Year History



Date (04/01/2023 to 03/31/2025)

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

Sewage Plant Monthly Average

Month	Temperature		Precip.	Sewage Flow		Phosphorus				BOD					Suspended Solids					Power kW	Per Day LBS BOD Removed	Gas Production Per Day CUFT
	Max °F	Min °F	INCHES	Influent MGD	Effluent MGD	Raw Influent		Final Effluent		Raw Influent		Final CBOD Eff.		Reduction	Raw Influent		Final Effluent		Reduction			
				MG/L	LBS	MG/L	LBS	MG/L	LBS	MG/L	LBS	%	MG/L	LBS	MG/L	LBS	%					
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	
May 2024	69	48	8.71	2.883	3.297	4.213	98	0.326	9	243	5,850	3.54	97.37	98	251	6,044	4.28	117.64	98	7,026	5,752	
Jun 2024	76	57	5.74	2.811	3.273	3.773	89	0.147	4	232	5,438	3.88	105.94	98	245	5,735	4.28	116.86	98	8,073	5,332	
Jul 2024	80	60	4.20	2.602	2.642	4.276	92	0.104	2	262	5,683	5.65	124.41	98	255	5,544	3.95	86.97	98	5,880	5,559	
Aug 2024	79	59	5.27	2.424	2.775	4.653	93	0.192	4	276	5,588	4.48	103.72	98	293	5,929	4.09	94.60	99	7,985	5,485	
Sep 2024	78	52	2.90	2.341	2.838	5.408	105	0.223	5	285	5,562	4.61	109.08	98	312	6,082	3.87	91.65	99	7,753	5,453	
Oct 2024	66	40	1.82	2.174	2.174	5.923	106	0.442	8	307	5,572	6.17	111.94	98	281	5,096	5.04	91.47	98	7,290	5,460	
Nov 2024	47	32	4.18	2.277	2.612	5.506	104	0.188	4	299	5,686	8.39	182.73	97	287	5,456	3.98	86.74	98	7,140	5,503	
Dec 2024	30	20	1.66	2.091	2.305	5.654	99	0.476	10	302	5,262	4.33	83.28	99	264	4,599	3.64	70.00	99	6,406	5,179	
Jan 2025	23	11	0.25	2.123	2.395	5.427	94	0.318	6	291	5,157	5.52	110.25	98	247	4,378	4.81	96.00	98	6,587	5,046	
Feb 2025	26	7	0.85	2.073	2.314	6.416	104	0.452	9	332	5,748	7.23	139.59	98	290	5,011	10.05	193.90	96	6,914	5,609	
Mar 2025	46	24	4.88	2.255	2.563	5.675	101	0.225	5	291	5,477	5.62	120.11	98	255	4,805	5.05	107.86	98	6,703	5,356	
Minimum	23	7	0.25	2.073	2.174	3.773	89	0.104	2	232	5,157	3.54	83.28	97	245	4,378	3.64	70.00	96	5,880	5,046	
Maximum	80	60	8.71	2.883	3.297	6.416	110	0.476	10	332	6,228	8.39	182.73	99	312	6,082	10.05	193.90	99	8,073	6,141	
Total	675	448	45.45	28.415	31.984	62.597	1,196	3.446	74	3,438	67,250	63.14	3,375.05	1,178	3,262	64,222	58.07	1,271.09	1,177	84,865	65,875	
Average	56	37	3.79	2.368	2.665	5.216	100	0.287	6	286	5,604	5.26	114.59	98	272	5,352	4.84	105.92	98	7,072	5,490	

Utility Construction and Maintenance Report

1. Contracted Construction Progress:

- Punch list items for 2024 road projects (Maria & Walker, Bliss & Mason, Badger Ave, and Forest Creek) to be completed in spring of 2025
- Integrity returning to Maria & Walker April ,10
- 2025 utility/road projects include:
 - Washington Ave. Project 25-101, Haas anticipated start date May 12
 - Madison St./Monroe St. Project 25-102, Switlick anticipated start date June 2

2. Utility Maintenance Activities:

- Televising, cut, jet, flush as normal
- Tree cutting and clearing of (2) utility easements:
 - Between Forest & Georgia St. N.
 - Between 640 & 700 Second St. N.Note: Stump removal and final restoration remains
- Swale Dan's Dr. and Heffron St.
 - PIM was held on March 27
 - Tree clearing started
 - Tentative start of excavation is May 1

3. Future Construction and Maintenance Projects:

- Swale Woodland St.
- Phase 2 to complete fiber ring from PD to UWSP
- Fiber connection for Portage Co. to Jordan Park
- Fiber connection for Plover to Public Library

4. Emergencies/Pager Calls:

- (6) After hours pager calls in March
- No emergencies

5. Safety Training and Education:

- First Aid Safety and Training completed March 11