

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
October 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. 1909 Cypress - potential to rent property and distribution of expenses - *Joel Lemke*
5. Water Supply and Distribution Reports - *Eric Southworth*
6. Wellhead protection ordinance proposed updates - *Joel Lemke*
7. Sewage Treatment Operations Report - *Chris Lefebvre*
8. Approval for emergency repair of aeration basin compressor - *Chris Lefebvre/Joel Lemke*
9. Construction and Maintenance Report - *Shane Kohlen*
10. Directors Report - *Joel Lemke*
11. Adjournment.

The next Water and Sewerage Commission meeting will be Monday, November 10, 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
September 8, 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, Anna Haines and Ray Schmidt

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

2. Approval of Minutes

Motion made by Mae Nachman, seconded by Anna Haines to approve the August 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 Carl Rasmussen, seconded by Anna Haines to approve the department claims for the month of August 2025 as audited and read.

Ayes all. Nays none. Motion carried.

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

The Commission reviewed the reports in the packet. No discussion was held.

5. Sewage Treatment Operations Report - *Chris Lefebvre*

Chris stated we met all the permit requirements for the month of August. A new graph was included for ammonia concentration. Our limit for ammonia was changed. Since we are now graded on this through the DNR/EPA, he felt it should be included in the reports. Ammonia is removed biologically. The ammonia gets turned into nitrogen gas and then released to the atmosphere.

The dryer is still not functioning yet. The parts for the dryer should be arriving on Wednesday. Staab Construction will be doing the repairs. They are hoping to start the dryer back up next week.

6. Construction and Maintenance Report - *Shane Kohnen*

Shane had nothing to add to the report included in the packet.

7. Directors Report - *Joel Lemke*

Nothing discussed.

8. Adjournment.

Motion made by Anna Haines to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:13 P.M.

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

WATER DEPARTMENT

FINANCES:

Bank balance as of September 1, 2025

\$ 3,516,108.85

Bank deposits recorded in September 2025

\$ 282,662.91

\$ 3,798,771.76

CHECKS ISSUED SEPTEMBER 2025:

60463	Aspirus Medical Group, Inc.	Wellness Program	56.50
60464	Baker Tilly Virchow Krause LLP	Rate Study	2,400.00
60465	Employee Resource Center	Monthly EAP Fees	50.83
60466	Fastenal Company	PPE	103.80
60467	Jamar Company	TRoubleshoot AC unit	657.54
60470	Metron-Farnier LLC	Meters & shipping	59,250.00
60470	Metron-Farnier LLC	Meters & shipping	236.70
60471	NAPA	Mower parts	40.99
60473	Premier Whiting Stevens Point LLC	Refund Check 042045-000, 3101 Whiting Ave Apt E7	6.71
60475	Strand Associates Inc	Professional Services - Well 12	30,807.05
60476	Vestis	Rugs	46.82
60477	Pepperwood Properties LLC	Refund ck# 138305 Acct #8827 2310 Heffron St.	127.23
60478	Mae Nachman	Salary	64.41
60479	Community Foundation of Central WI	Employee Contribution	10.00
60480	United Way Of Portage County	United Way	65.69
60481	AnSer	After hours answering service	195.00
60484	CDW Government	Fix connectivity issue with VG400	255.00
60485	City Of Stevens Point	2025 Street Improvement Project s#25-102 & 25-101 - July, Workers Comp Premiums	470,812.81
60489	INFOSEND INC	Statement & notice printing	3,065.14
60494	Mastercard	Office supplies, supplies for garage, Boot allowance-E. Southworth	281.99
60495	Securian Financial	MN Life Insurance Policy #002832L	251.23
60498	Springbrook Holding Company LLC	Civic Pay Transaction Fees, Professional Services	186.00
60500	WI State Laboratory of Hygiene	Fluoride testing	31.00
60501	Wood Street Rental LLC	Building maintenance	131.25
60503	Heartland Business Systems, LLC	Annual Veeam Renewal	1,272.04
60504	Strand Associates Inc	Professional Services 6/1/25-7/31/25 2024 Street Project	1,116.67
60505	Anderson O'Brien LLP Trust Account	Purchase of Sobczak Properties	47,210.55
60506	American Asphalt Of WI	Asphalt patching	251.98
60508	Buckshot General Contracting	Refund Check 004167-000, 3425 Patch St.	46.31
60509	Department of Natural Resources	DNR Certification Renewal K. Spindler	45.00
60511	North Wind Renewable Energy Cooperative	Troubleshoot inverter #1 at Utility Garage	233.00
60512	Plaski Disposal	Dumpster services	75.00
60514	SEH INC	Water Street Water Tower AT&T Upgrade	1,510.00
60518	CORE & MAIN LP	Sensus omni retrofit kit, Freight	4,082.81
60519	Grainger	Return of metal bowl	-51.67
60522	Ruekert Mielke Inc	Professional services 11-13-23-8/8/25 Water Supply Service Area	8,848.00
60525	City Of Stevens Point	Retirement, insurance, fuel & phone	62,366.20
60526	Heartland Business Systems, LLC	Server support	654.05
60528	NAPA	Supplies	39.98
60530	Transpariclean	Window cleaning	271.67
60531	Mastercard	AWWA & WRWA Conference Expenses, AWS charge for GIS server, Tools & PPE, Employee lunch, Hotel for AWWA Conference	3,417.78
60532	Vestis	Rugs	46.82
60533	Werner Electric Supply	Conduit mounting with swivel	27.56
60534	Heartland Business Systems, LLC	Monthly Invoice-September	206.32
60535	Petty Cash	Conference expenses & employee lunch, Postage & office supplies	642.11
60536	Strand Associates Inc	Professional services Well 12	11,556.55
60537	Community Foundation of Central WI	Employee Contribution	10.00

60538	United Way Of Portage County	United Way	65.69	
60542	Central States H & W Fund	Health Insurance Premiums	30,998.17	
60543	City Of Stevens Point	Workers Comp Premiums	1,480.14	
60547	Hawkins Inc	Chemicals	9,057.60	
60554	Rasmussen Plumbing & Heating	Flushed Shower Cartridge, Replace fill valve	279.11	
60557	Teamsters Union Local 662	Union Dues	1,799.00	
60558	Lance Wright	Jean Allowance - Lance Wright	74.87	
	Loan Payment	Loan Payment	48,452.11	
	Bank Fees	Bank Fees	1,534.15	
	WPS	Utility Charges	41,223.17	
	Payroll	Payroll	41,338.14	
	IRS & DOR PR Tax	Payroll Taxes	44,733.11	
	Verizon Cell & iPad Charges	Phone & iPad Charges	654.13	
	DOR Garnishment	Garnishment	9.66	
	HRA Admin Fees	Admin Fees	30.00	
	TOTAL EXPENSES LISTED			\$ 934,741.47
	BALANCE ON HAND SEPTEMBER 30, 2025			\$ 2,864,030.29
		Balance on Hand		\$ 2,864,030.29
		Plus uncleared checks		\$ 43,946.94
		Less checks previously written clearing this month		\$ (116,762.53)
		Ending Cash Balance matching Bank Statements		\$ 2,791,214.70

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

FINANCES:

Bank Balance as of September 1, 2025

\$	7,229,170.43
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Bank Deposits recorded in September 2025

\$	411,768.41
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\$	7,640,938.84
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CHECKS ISSUED IN SEPTEMBER 2025:

60463	Aspirus Medical Group, Inc.	Wellness Program	56.50
60464	Baker Tilly Virchow Krause LLP	Rate Study	2,400.00
60465	Employee Resource Center	Monthly EAP Fees	23.92
60467	Jamar Company	TRoubleshoot AC unit	657.53
60468	Kramar	Testing backflow preventers	150.00
60469	MacQueen Equipment	Camera parts	1,226.96
60472	NCL of Wisconsin Inc	Lab supplies	1,605.62
60473	Premier Whiting Stevens Point LLC	Refund Check 042045-000, 3101 Whiting Ave Apt E7	5.92
60474	Spee Dee Delivery Service Inc.	Shipping charges	11.73
60476	Vestis	Rugs & laundry services	219.13
60482	Badger Laboratories, Inc.	Nitrate testing	60.00
60485	City Of Stevens Point	2025 Street Improvement Projects #25-101 & #25-102 -July, Workers Comp Premiums	295,624.51
60486	County Materials Corp	Sanitary maintenance	1,562.50
60487	DATCP	Annual Fertilizer License	571.31
60488	Harter's Fox Valley Disposal	Dumpster services	702.63
60490	MacQueen Equipment	Camera parts	213.69
60491	Marion Process Solutions	Weld mount	486.07
60492	Mulcahy Shaw Water Inc	Supplies	3,958.00
60494	Mastercard	Pen cup holder	5.99
60495	Securian Financial	MN Life Insurance Policy #002832L	70.28
60496	The Sherwin-Williams Co	Paint	255.57
60497	SJE	Troubleshoot SCADA	1,408.76
60498	Springbrook Holding Company LLC	Professional Services	180.00
60499	Total Energy Systems Llc	Trouble shooting Baldor trailer mounted generator	410.50
60501	Wood Street Rental LLC	Building maintenance	131.25
60502	Xylem Water Solutions USA Inc	Service lift stations	7,200.00
60504	Strand Associates Inc	Professiona Services 6/1/25-7/31/25 2024 Street Project	279.17
60505	Anderson O'Brien LLP Trust Account	Purchase of Sobczak Properties	47,210.55
60507	AT&T	Phone charges	44.98
60508	Buckshot General Contracting	Refund Check 004167-000, 3425 Patch St.	47.02
60510	MacQueen Equipment	Starter relay truck #30	266.96
60511	North Wind Renewable Energy Cooperative	Troubleshoot inverter #1 at Utility Garage	233.00
60516	ANDRITZ Separation Inc.	Proximity Switch, X-ring, Gasket Silicone, Thrust Ball Bearing	4,011.48
60517	Bond Trust Services Corp	Sewer revenue bond series 2022C interest payment Ref#341160	56,581.25
60519	Grainger	Supplies	177.04
60520	Hach Company	Recycling kit	466.20
60521	Marathon County Treasurer/Solid Waste	Sludge hauling	12,739.60
60523	Stevens Point Public Utilities	Sewer lateral replacement - 2332 Dixon St., 1719 Center St., 2333 Dixon St.	19,237.07
60524	Airgas USA, LLC	Nitrogen	2,494.84
60525	City Of Stevens Point	Retirement, insurance, fuel & phone	11,446.36
60526	Heartland Business Systems, LLC	Server support	654.05
60527	McMaster-Carr Supply Co	Condenser line sprayer	300.83
60530	Transpariclean	Window cleaning	271.67
60531	Mastercard	AWS charge for GIS server, Office Supplies, LED lights for garage, Remote access to SCADA, Belt press hoses, AWS Charge for IT pipes, Employee lunch, WRWA Conference, WWOA Conference	4,134.39
60532	Vestis	Rugs & laundry services	219.13
60534	Heartland Business Systems, LLC	Monthly Invoice-September	206.32
60535	Petty Cash	Jean allowance, Employee lunch	96.93
60539	Aquachem of America Inc.	Chemicals	7,590.00
60540	Badger Laboratories, Inc.	Sample testing	475.00
60541	Batteries Plus LLC	UPS Batteries	319.92
60542	Central States H & W Fund	Health Insurance Premiums	21,143.18
60543	City Of Stevens Point	Workers Comp Premiums	1,020.24

60544	DATCP	Annual Fertilizer License - Portion Missed	12.50	
60545	Tyler Gilliam	Jean Allowance - Tyler Gilliam	153.92	
60546	Hach Company	Supplies, chemicals	809.75	
60550	Metal Crafters Inc	Condensor Line Flange Modification	200.00	
60551	NCL of Wisconsin Inc	Lab Supplies	382.84	
60552	Pace Analytical Services Inc	3rd Quarter Mercury Samples	567.80	
60553	PBBS Equipment Corp	Replace Actuator	1,466.77	
60555	Spee Dee Delivery Service Inc.	Shipping Charges	21.43	
60556	Staab Construction Corp	Repair biosolids dryer	17,420.54	
	Loan Payment	Loan Payment	142,658.83	
	HRA	HRA Admin Fee	30.00	
	Verizon Charges	Verizon Charges	639.85	
	WPS Utility Charges	Gas & Electric	20,655.26	
	Sewer Payroll	Payroll	61,217.27	
	Payroll Taxes	Payroll Taxes	3,845.94	
	Bank Fees	Bank Fees	1,534.13	
	TOTAL OF EXPENSES LISTED		<u>\$ 762,482.38</u>	<u>\$ 762,482.38</u>
	BALANCE ON HAND SEPTEMBER 30, 2025			<u>\$ 6,878,456.46</u>
		Balance on Hand		<u>\$ 6,878,456.46</u>
		Plus uncleared checks		<u>\$ 93,606.44</u>
		Less checks previously written clearing this month		<u>\$ (33,611.58)</u>
		Ending Cash Balance matching Bank Statements		<u><u>\$ 6,938,451.32</u></u>

Less Restricted Balance	\$ (5,665,358.28)
	\$ 1,273,093.04

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

** Lateral Replacement fund \$88,299.87

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

STORM WATER DEPARTMENT

FINANCES:

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

\$	1,061,510.09
\$	98,547.12
\$	1,160,057.21

CHECKS ISSUED SEPTEMBER 2025:

60463	Aspirus Medical Group, Inc.	Wellness Program	56.50
60465	Empoyee Resource Center	Monthly EAP Fees	14.95
60467	Jamar Company	Troubleshoot AC unit	657.53
60483	Baker Tilly Virchow Krause LLP	2024 Audit	191.52
60485	City Of Stevens Point	2025 Street Improvement Project #25-101& Project #25-102 - July, Workers Comp Premiums	508,344.57
60493	NAPA	PPE	20.99
60494	Mastercard	Straw for swales	35.95
60495	Securian Financial	MN Life Insurance Policy #002832L	45.50
60498	Springbrook Holding Company LLC	Professional Services	180.00
60501	Wood Street Rental LLC	Building maintenance	131.25
60504	Strand Associates Inc	Professiona Services 6/1/25-7/31/25 2024 Street Project	279.16
60505	Anderson O'Brien LLP Trust Account	Purchase of Sobczak Properties	47,210.55
60508	Buckshot General Contracting	Refund Check 004167-000, 3425 Patch St.	106.27
60511	North Wind Renewable Energy Cooperative	Troubleshoot inverter #1 at Utility Garage	233.00
60513	Reinders Inc	Lawn seed	69.50
60517	Bond Trust Services Corp	Storm Water revenue bond series 2021 interest payment Ref#340298, Storm Water revenue bond series 2019 interest payment Ref#335110, Revenue Bond-paying agent fee Ref#98959-PA	46,125.00
60525	City Of Stevens Point	Retirement, insurance, fuel & phone	5,231.79
60526	Heartland Business Systems, LLC	Server support	654.05
60529	Reinders Inc	Lawn seed	139.00
60530	Transpariclean	Window cleaning	271.66
60531	Mastercard	AWS charge for GIS server, Employee Lunch, WRWA Conference, AWWA Conferences Expenses	1,512.42
60534	Heartland Business Systems, LLC	Monthly Invoice-September	206.32
60535	Petty Cash	Employee lunch	17.16
60542	Central States H & W Fund	Health Insurance Premiums	11,014.65
60543	City Of Stevens Point	Workers Comp Premiums	581.51
60548	Jeff Hoffman	Jean Allowance - Jeff Hoffman	121.30
60549	MacQueen Equipment	Repair electrical issue truck #33	4,260.33
	Virtuosity	Invoice	3,402.38
	Bank Fees	Bank Fees	1,534.11
	Verizon	iPad & cell phone charges	659.93
	Payroll	Payroll	19,884.56
	IRS	Payroll Taxes	2,017.20
	WPS	Monthly Utility Charges	161.32
	TOTAL OF EXPENSES LISTED		\$ 655,371.93
	BALANCE ON HAND SEPTEMBER 30, 2025		\$ 504,685.28
		Balance on Hand	\$ 504,685.28
		Plus uncleared checks	\$ 58,773.37
		Less checks previously written clearing this month	\$ (11,068.13)
	Ending Cash Balance matching Bank Statements		\$ 552,390.52

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

FIBER (COMMUNITY AREA NETWORK)

FINANCES:

Bank balance as of September 1, 2025		\$ 381,559.59
Bank deposits recorded in September 2025		\$ 180.86
		\$ 381,740.45

CHECKS ISSUED SEPTEMBER 2025:

60505	Anderson O'Brien LLP Trust Account	Purchase of Sobczak Properties	15,736.85	
	Payroll	Sept payroll	421.01	
	TOTAL OF EXPENSES LISTED		\$ 16,157.86	\$ 16,157.86
	BALANCE ON HAND SEPTEMBER 30, 2025			\$ 365,582.59
		Balance on Hand		\$ 365,582.59
		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		\$ 365,582.59



October 10, 2025

MEMO

RE: Improvement to and distribution of costs on – 1909 Cypress

Commissioners,

The purchase and partial donation acceptance of 1909 Cypress was previously approved and we have now closed on the property.

The property is in fair shape and not worthy of razing at this time. We are proposing to rent the property until a time when we need the property for a different utility purpose. This brings about two items that need action:

1. Our auditors have suggested that if we are going to get revenue from this asset, we might want to have it purchased by one fund, not the four we split it between (original purchase was split 30/30/30/10 – water/sewer/storm/fiber). We agree this approach is easier for the receipt of revenue and the recording of expenses as needed. We would propose that the Water Utility take on the entire expense and revenue responsibility until a time when we need to use it for utility-wide benefit. At that time we would redistribute the expense and ownership of the property.
2. We need to do some flooring and update a bathroom. The flooring is pretty straight-forward, but the bathroom could take on a little more expense. As we get some estimates and consider some in-house options, we believe that a budget of \$20,000 should be adequate to bring the house to a good condition for renting.

Upon completion of the few improvements mentioned, we estimate rent on the property to be \$1,500 or \$1,600 per month.

Staff respectfully requests permission to reallocate the expenses and revenues for this property to the Water Utility and to approve a budget of \$20,000 for improvements to the property.

Best Regards,

A handwritten signature in black ink that reads "Joel Lemke".

Joel Lemke
Director

**STEVENS POINT, WISCONSIN
WATERWORKS REPORT**

FOR SEPTEMBER 2025

CURRENT YEAR VS. PREVIOUS YEAR

	2024	2025	INCREASE	DECREASE	RECORD HIGH	DATE
Total pumpage, gallons	219,374,000	220,162,000	788,000		279,073,000	Sep-03
Daily pumping average, in gallons	7,312,470	7,338,730	26,260			
Peak pumpage, gallons, (date)	10,022,000 (12TH)	9,859,000 (15TH)		163,000	12,325,000	9/11/2003
Low pumpage, gallons, (date)	4,364,000 (1ST)	5,432,000 (21ST)	1,068,000		1,585,000 3,184,000	09/06/70 9/24/1996
						<i>◀Record low since 1995 when the utility started providing water to Stora Enso.</i>
Power bill	\$25,097.35	\$11,339.32		\$13,758.03	\$29,351.54	Sep-23
K.W.H's used	231,304	223,766		7,538		
Gallons pumped per K.W.H.	948	984	36			

**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	176,085	194,614	167,050	171,871	146,563	127,470	135,713	133,238	142,367	135,484
MAY	215,675	207,278	208,084	211,721	174,529	149,292	154,346	168,410	141,687	175,174
JUNE	229,512	228,814	284,930	238,070	225,268	181,763	181,220	187,095	175,722	187,693
JULY	237,122	232,529	280,293	261,545	214,800	199,876	199,645	240,487	202,817	185,672
AUGUST	226,475	241,404	275,018	251,597	206,429	231,447	210,777	225,280	179,208	167,623
SEPTEMBER	220,162	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	1,853,791	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	85,446	86,122	84,933	84,742	86,110	86,022	84,640	86,223	76,187
MAY	89,075	88,543	88,563	88,861	88,978	88,891	88,880	88,968	66,836
JUNE	85,529	90,926	93,567	85,473	86,219	86,029	85,990	86,098	74,224
JULY	93,325	98,263	98,201	89,341	89,195	86,944	88,225	88,869	88,996
AUGUST	88,295	98,269	98,201	89,417	88,490	88,902	88,811	88,978	88,973
SEPTEMBER	86,386	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	785,891	1,046,667	1,065,256	1,047,564	1,039,302	1,037,725	1,036,469	1,031,630	988,048



October 1, 2025

TO: Plan Commission and Water and Sewerage Commissioners

RE: Wellhead protection overlay zoning modifications

Commissioners:

Prior to putting our new well (well 12) online, we are required (pursuant to NR 811.12) to have a wellhead protection plan in place that includes the new well. We have a draft wellhead protection document that is specific to well 12 in the review stage and have proposed changes to zones A, B, and C to account for the addition of well 12 or our wellhead protection ordinance map.

The first attached map shows that changes to the boundaries of zones A, B, and C. We are not proposing any changes to the language of the wellhead protection ordinance at this time, just to the boundaries of each zone.

The second map shows some more information relative to the direction of groundwater flow and the different lines that represent the zone of influence, 10 year time of travel, and groundwater divide.

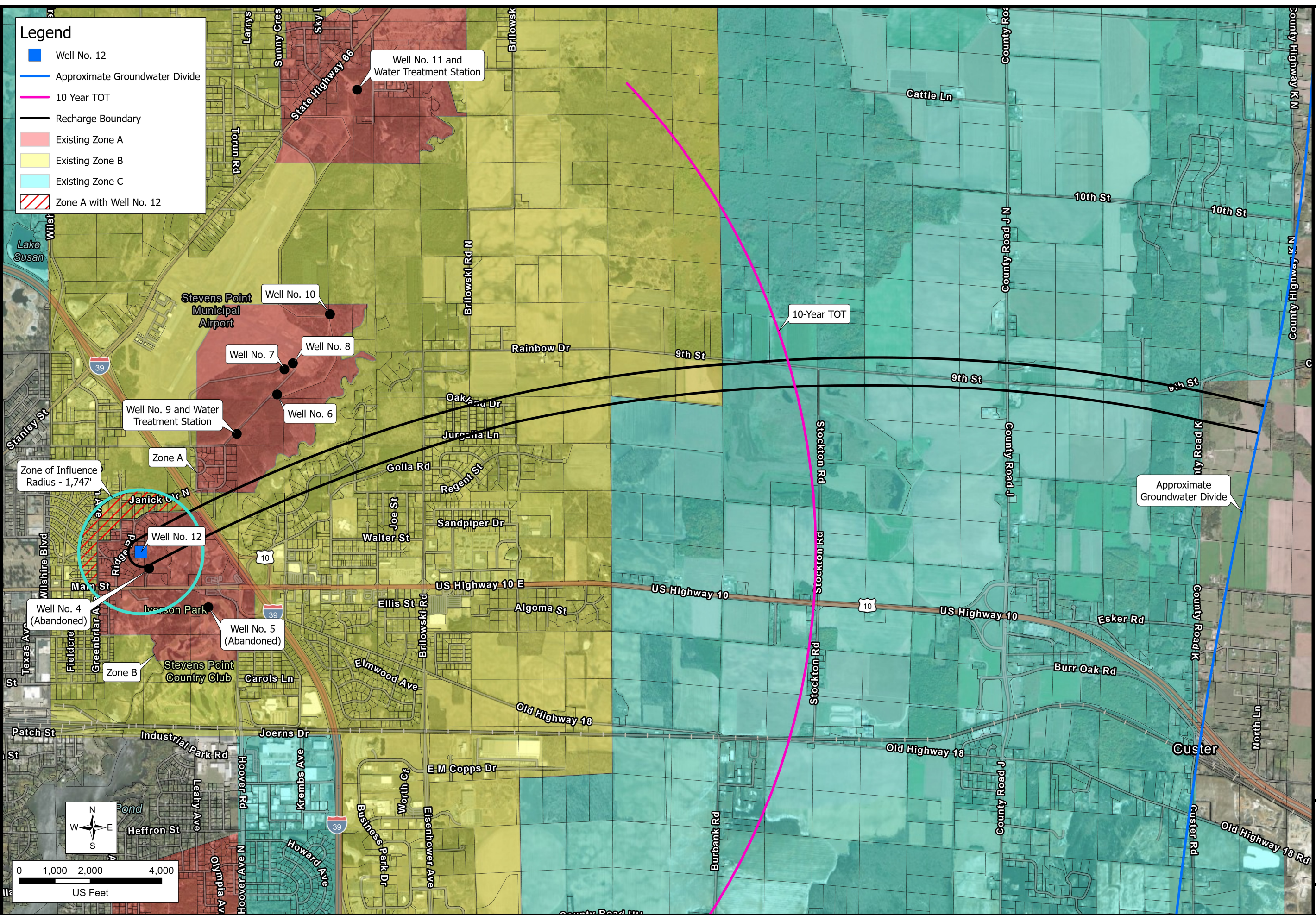
On the first map, we show zones A (red), B (yellow), and C (green) as they currently exist and with hatches areas showing the proposed additions to each zone. Zone A is changed to include the zone of influence around the new well, zone B is changed to include all parcels in the direction of groundwater flow to well 12 that are within the 10-year time of travel, and the modifications to zone C are to add parcels that are within the direction of groundwater flow to well 12, west of the groundwater divide.

Staff respectfully requests that the existing ordinance map be modified to include the changes as presented for the addition of well 12

Thanks for your consideration,

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

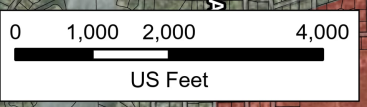
Joel Lemke
Director of Public Utilities



Legend

- Well No. 12
- Approximate Groundwater Divide
- 10 Year TOT
- Recharge Boundary
- Existing Zone A
- Existing Zone B
- Existing Zone C
- Zone A with Well No. 12

Zone of Influence
Radius - 1,747'



**WELL NO. 12 RECHARGE AREA
WITH EXISTING GROUNDWATER PROTECTION DISTRICT**

WELL NO. 12 WELLHEAD PROTECTION PLAN
CITY OF STEVENS POINT
PORTAGE COUNTY, WISCONSIN



**FIGURE 2.05-1
1038.015**



October 1, 2025

TO: Stevens Point Water and Sewer Commission
RE: Monthly Report

Dear Commissioners:

I will be out of town during the October Commission meeting. This memo will serve as my monthly update to the Commission.

The Wastewater Treatment Facility met all of the required limits during the month of September. The Biosolids Dryer is back operational and the additional operation and safety controls that we requested have been installed and tested.

If you have any questions or would like clarification, I will gladly address them at the November Commission meeting.

Sincerely,

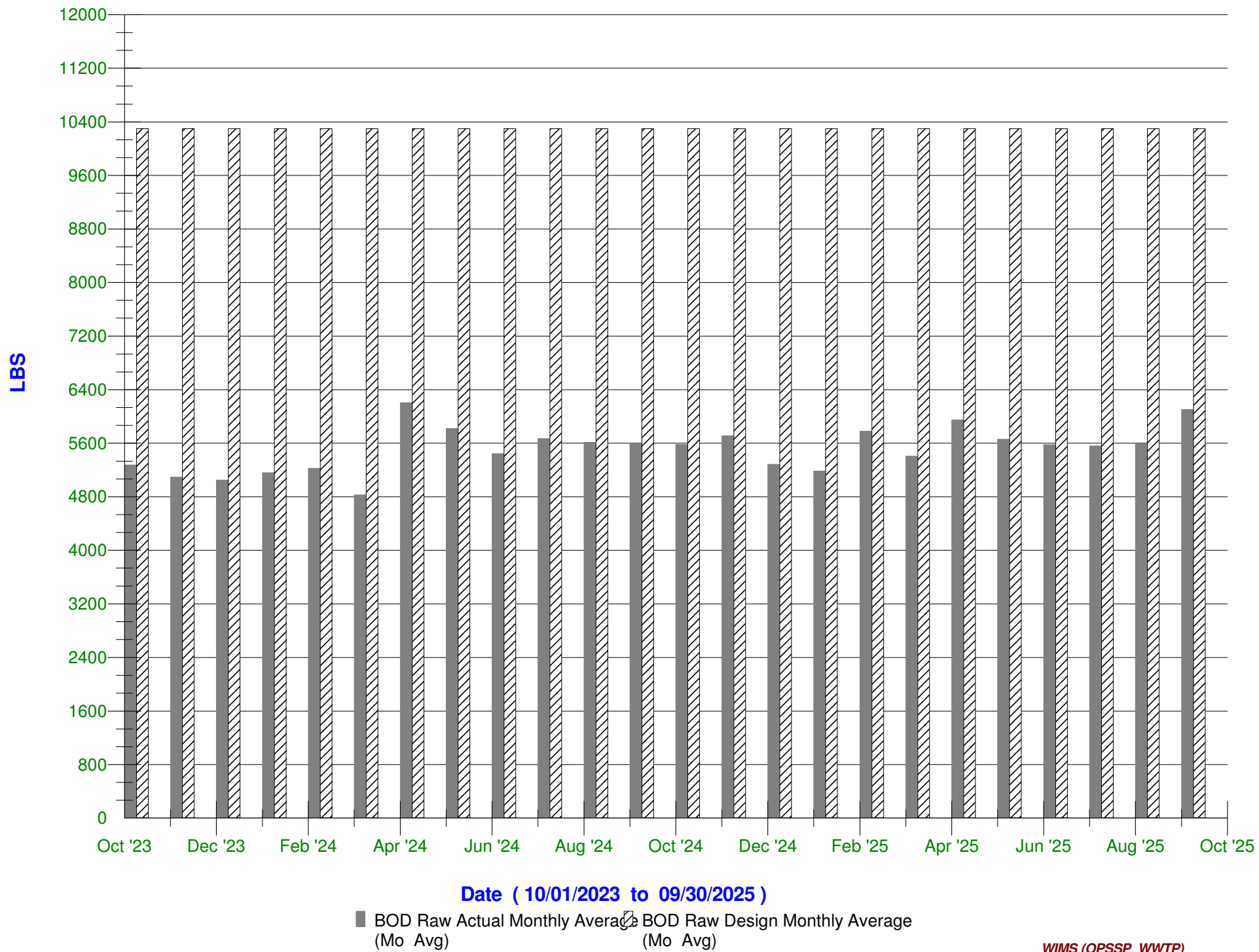
Chris Lefebvre

Final Effluent Discharge Data

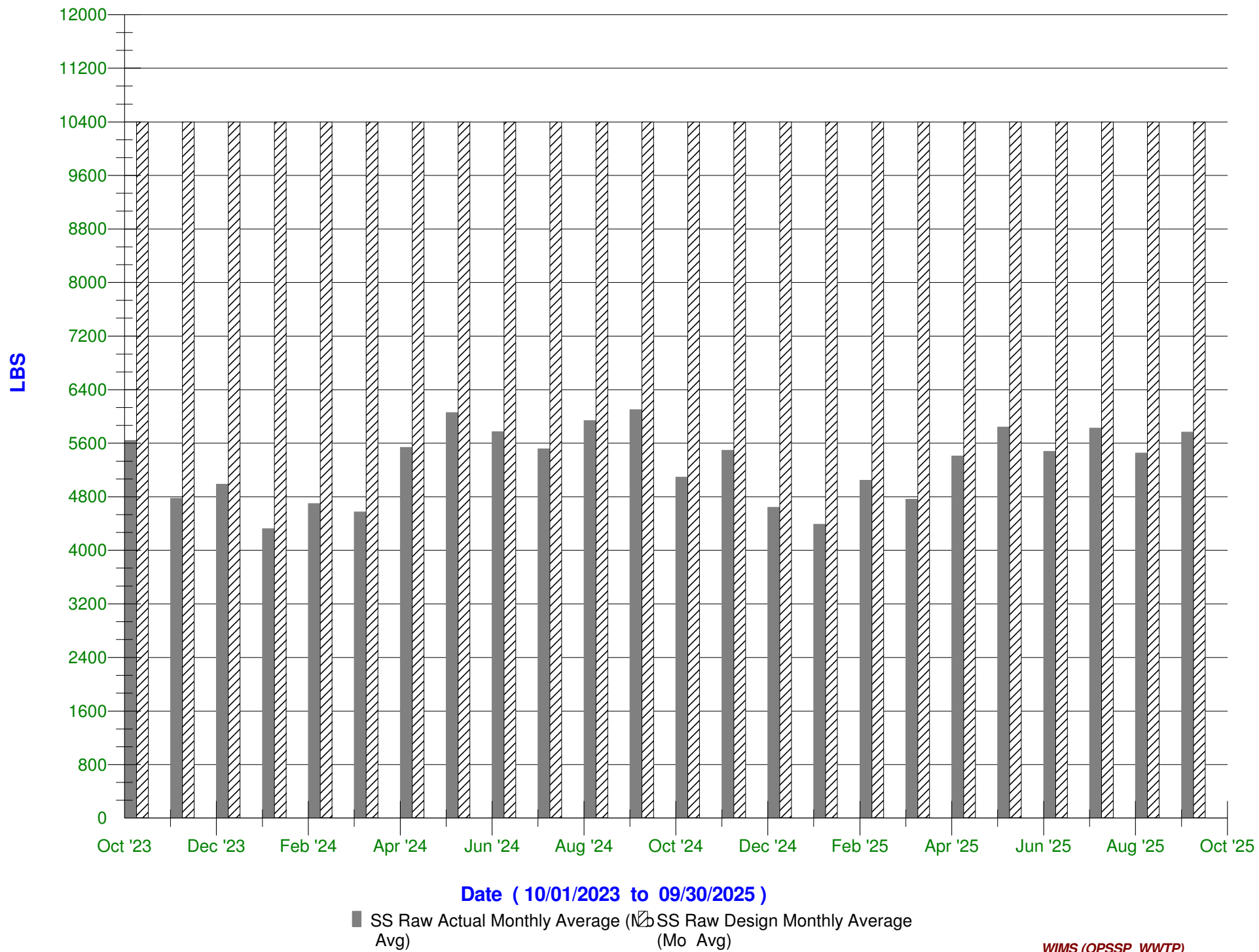
September 2025

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
09/01/2025	0.00	2.286	2.379	275	4.25	98	5,243	84	236	3.96	98	4,499.40	79	5.730	0.290	109	6		5
09/02/2025	0.00	2.410	2.520	362	10.95	97	7,276	230	312	4.73	98	6,271.01	99						
09/03/2025	0.18	2.386	2.574	401	12.49	97	7,980	268	228	4.55	98	4,537.03	98						10
09/04/2025	0.00	2.338	2.534	341	9.76	97	6,649	206	372	4.22	99	7,253.60	89	5.430	0.190	106	4		14
09/05/2025	0.08	2.263	2.471	350	3.55	99	6,606	73	244	3.85	98	4,605.11	79						12
09/06/2025	0.10	2.105	2.266	252	3.34	99	4,424	63	188	3.77	98	3,300.47	71	5.790	0.182	102	3		10
09/07/2025	0.00	2.194	2.400	295	3.62	99	5,398	72	204	4.51	98	3,732.78	90						
09/08/2025	0.00	2.313	2.563	399	7.45	98	7,697	159	316	4.75	98	6,095.77	102						
09/09/2025	0.00	2.343	2.636	451	4.32	99	8,813	95	320	5.15	98	6,253.00	113	7.190	0.190	140	4		13
09/10/2025	0.23	2.431	2.664	335	3.79	99	6,792	84	360	5.60	98	7,298.83	124						11
09/11/2025	0.04	2.472	2.707	450	3.73	99	9,277	84	400	5.54	99	8,246.59	125	7.160	0.182	148	4		12
09/12/2025	0.02	2.304	2.542	301	3.81	99	5,784	81	360	5.54	98	6,917.53	117						
09/13/2025	0.12	2.196	2.424	279	4.03	99	5,110	81	200	4.90	98	3,662.93	99						10
09/14/2025	0.00	2.288	2.480	254	8.47	97	4,847	175	252	5.20	98	4,808.64	108	5.280	0.230	101	5		4
09/15/2025	0.00	2.415	2.607	309	4.19	99	6,224	91	308	7.00	98	6,203.46	152						7
09/16/2025	0.00	2.448	2.751	461	4.98	99	9,412	114	476	7.00	99	9,718.17	161	6.310	0.550	129	13		15
09/17/2025	0.00	2.492	2.777	304	6.35	98	6,318	147	296	7.80	97	6,151.85	181	5.860	0.500	122	12		14
09/18/2025	0.00	2.459	2.680	266	8.79	97	5,455	196	300	7.84	97	6,152.42	175						16
09/19/2025	0.11	2.321	2.602	250	4.84	98	4,839	105	240	6.80	97	4,645.71	148						
09/20/2025	0.56	2.223	2.575	240	3.32	99	4,450	71	380	6.80	98	7,045.13	146						
09/21/2025	0.22	2.262	2.613	220	3.67	98	4,150	80	260	5.15	98	4,904.92	112	4.950	0.450	93	10		7
09/22/2025	0.03	2.390	2.746	270	4.65	98	5,382	106	280	6.00	98	5,581.13	137						
09/23/2025	0.23	2.365	2.725	312	4.93	98	6,154	112	292	6.30	98	5,759.44	143	6.050	0.290	119	7		6
09/24/2025	0.01	2.334	2.734	314	3.41	99	6,112	78	308	10.30	97	5,995.39	235	5.660	0.370	110	8		6
09/25/2025	0.00	2.347	2.741	324	4.62	99	6,342	106	416	6.10	99	8,142.78	139						12
09/26/2025	0.00	2.253	2.662	359	4.01	99	6,746	89	364	5.70	98	6,839.57	127						14
09/27/2025	0.00	2.106	2.458	195	4.18	98	3,425	86	248	6.00	98	4,355.88	123	4.550	0.300	80	6		5
09/28/2025	0.00	2.155	2.544	223	4.06	98	4,008	86	200	5.58	97	3,594.54	118						
09/29/2025	0.00	2.310	2.677	314	4.87	98	6,049	109	244	6.29	97	4,700.76	140						
09/30/2025	0.00	2.341	2.665	317	4.78	98	6,189	106	296	5.96	98	5,779.09	132						
											100								
Total	1.93	69.550	77.717	9,423	159	2,948	183,150	3,441	8,900	172.89	3,040	73,052.93	3,764	69.960	3.724	1,359.055	81.434		202.380
Average	0.06	2.318	2.591	314	5	98	6,105	115	297	5.76	98	5,768.43	125	5.830	0.310	113.250	6.833		10.150
Maximum	0.56	2.49	2.78	461.00	12.49	99.17	9,411.92	268.12	476.00	10.30	100.00	9,718.17	234.86	7.19	0.55	147.61	12.62		15.80
Minimum	0.00	2.11	2.27	195.00	3.32	96.67	3,424.99	63.12	188.00	3.77	96.66	3,300.47	71.25	4.55	0.18	79.92	3.44		3.91

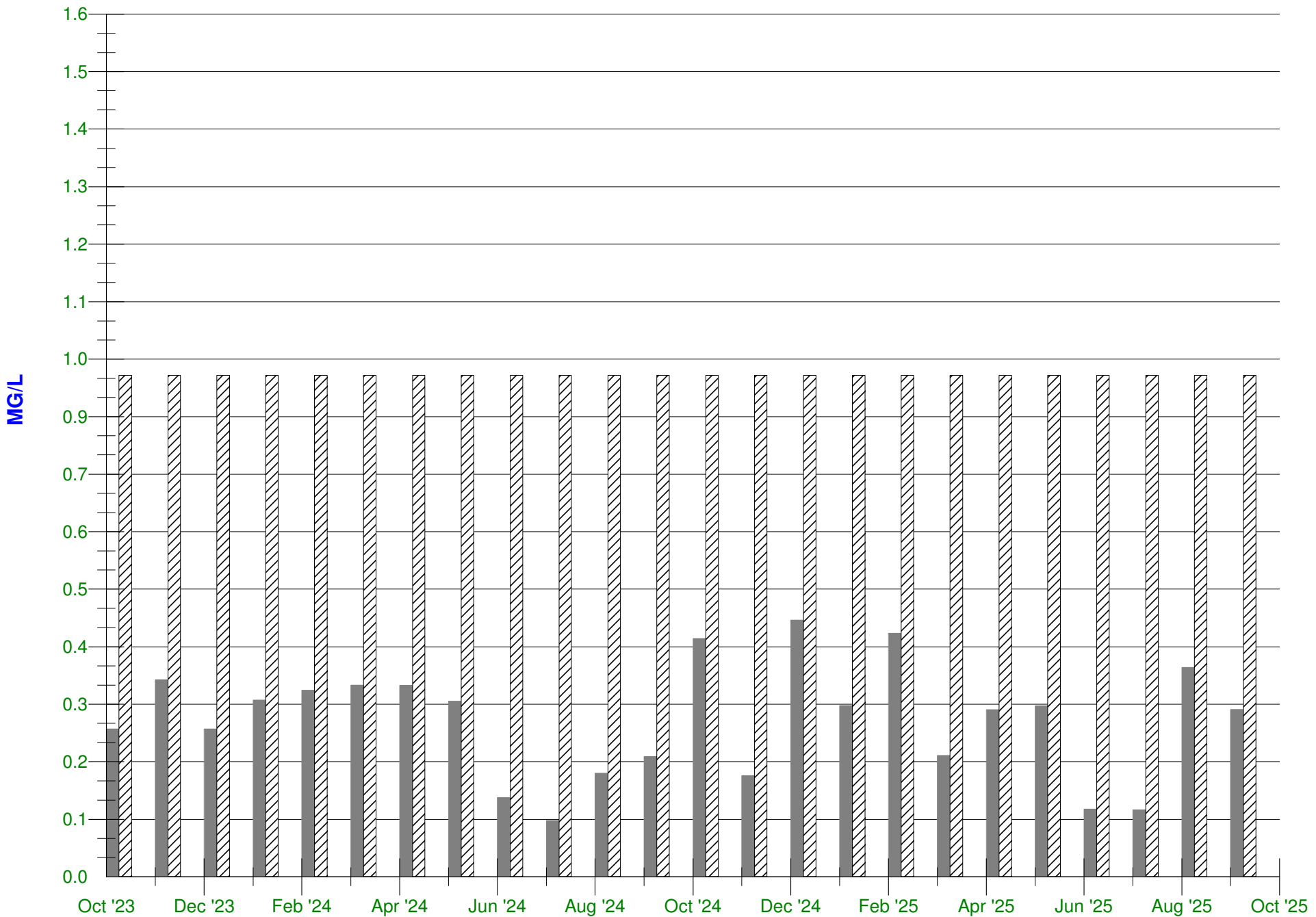
BOD Raw 2 Year History



SS Raw 2 Year History



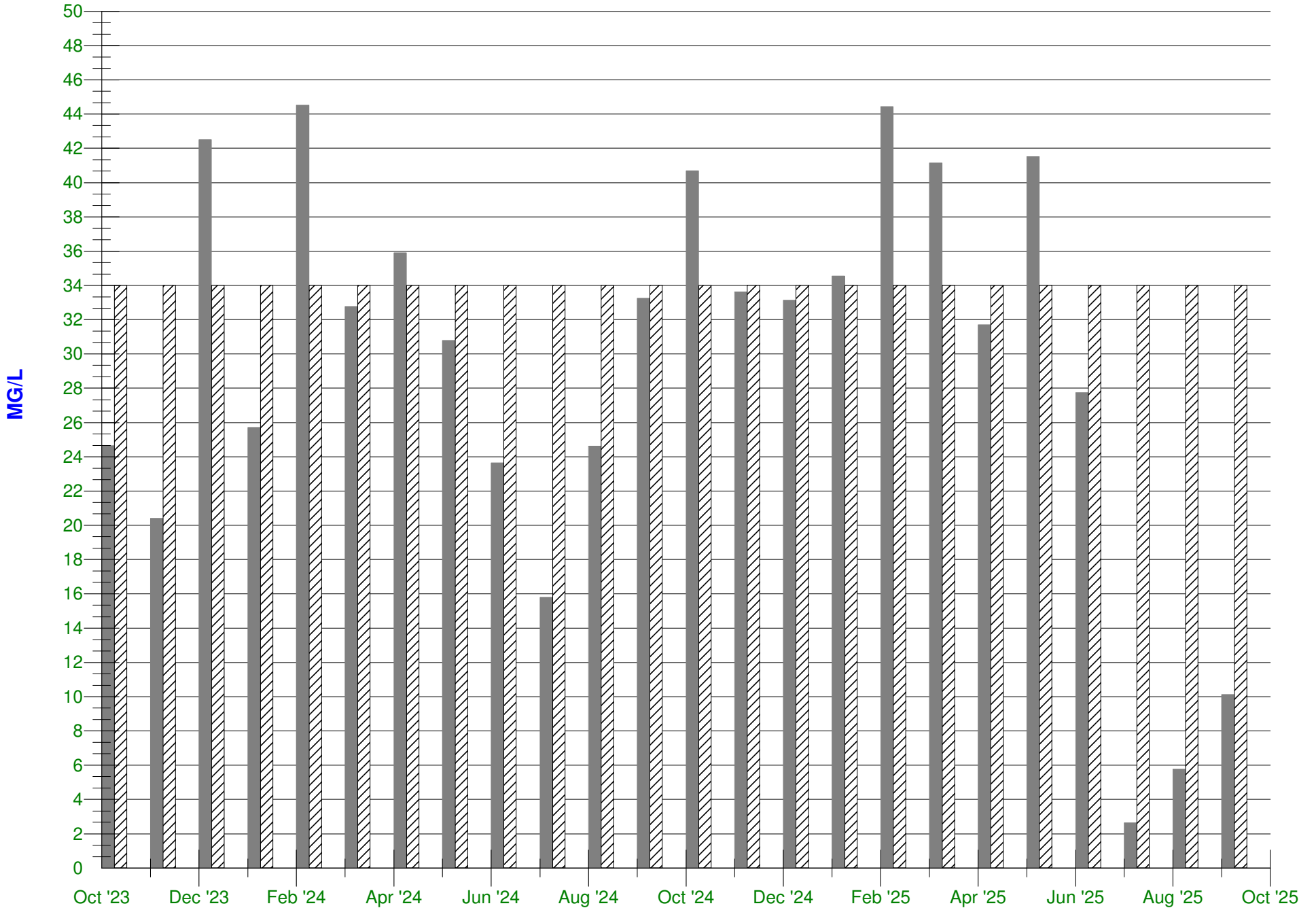
Phosphorus mg/l 2 Year History



Date (10/01/2023 to 09/30/2025)

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

Effluent Ammonia mg/l 2 Year History



Date (10/01/2023 to 09/30/2025)

Effluent Ammonia (Mo Avg)
 Effluent Ammonia 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	%					
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	111	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	
Apr 2025	54	33	4.26	2.782	3.173	4.022	90	0.310	8	257	5,958	6.21	164.34	98	232	5,390	7.44	196.96	97	6,433	5,794	
May 2025	67	44	2.15	2.553	2.925	4.437	93	0.317	8	266	5,655	2.83	69.04	99	276	5,868	4.03	98.37	98	7,548	5,586	
Jun 2025	76	58	5.45	2.335	2.682	5.498	106	0.125	3	286	5,565	3.50	78.29	99	282	5,494	2.64	59.12	99	7,320	5,487	
Jul 2025	83	62	4.07	2.349	2.556	5.056	100	0.124	3	283	5,536	3.40	72.50	99	296	5,806	3.61	76.88	99	6,277	5,464	
Aug 2025	77	58	3.29	2.310	2.499	4.765	92	0.388	8	289	5,571	3.62	75.47	99	281	5,422	5.07	105.62	98	6,135	5,495	
Sep 2025	74	52	1.93	2.318	2.591	5.830	113	0.310	7	314	6,073	5.31	114.66	98	297	5,736	5.76	124.51	98	6,853	5,958	
Minimum	23	7	0.25	2.073	2.174	4.022	90	0.124	3	257	5,157	2.83	69.04	97	232	4,378	2.64	59.12	96	6,135	5,046	
Maximum	83	62	5.45	2.782	3.173	6.416	113	0.476	10	332	6,073	8.39	182.73	99	297	5,868	10.05	196.96	99	7,548	5,958	
Total	669	442	34.79	27.642	30.790	64.208	1,210	3.674	78	3,517	67,260	62.13	322.21	1,179	3,289	63,063	61.12	1,307.43	1,177	81,609	65,938	
Average	56	37	2.90	2.303	2.566	5.351	101	0.306	7	293	5,605	5.18	110.18	98	274	5,255	5.09	108.95	98	6,801	5,495	

**City of Stevens Point
Department of
Public Utilities**



**Chris Lefebvre
Wastewater Superintendent
Phone: 715-342-4787
clefebvre@stevenspoint.com**

October 1, 2025

TO: Stevens Point Water and Sewer Commission
RE: Aeration Blower

Dear Commissioners:

On September 20 one of the two aeration blowers that mix and aerate our activated sludge process had the variable frequency drive fail. This blower was installed in 2014 and has been reliable until now. The aeration blowers are crucial for meeting our permit limits and require a redundant blower to ensure that one of them is able to function at all times.

Due to a 7-8 week lead time on a new drive and the importance of this equipment we placed an order for the repair parts on September 29. The cost for parts and installation totaled \$34,564.05 plus freight.

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.

Sincerely,

Chris Lefebvre

September Utility Construction and Maintenance Report

1. Contracted Road/Utility Construction Progress:

- Village of Park Ridge water main/road project, **utilities completed**
- Washington Ave. (Project 25-101), **utilities completed**
- Madison St./Monroe St. (Project 25-102), **utilities completed**
- Public Works re-paving Country Club Dr. **utilities completed**, paving the week of Oct. 13
- Public Works concrete joint repair on CenterPoint Dr., **utility repairs completed in-house**
- Public Works re-paving Green Ave. to begin in the spring of 2026 (Utility structure adjustments only)

2. Utility Maintenance Activities:

- Televising, cut, jet, flush as normal
- Repair/replace various Water, Sanitary, & Storm manholes and catch basins
- Replaced (1) hydrant near Fire Station #2, repaired various others
- Started storm water swale and retention mowing operations

3. Future Construction and Maintenance Projects:

- Fiber connection for Plover to Public Library – **Project complete**
- Phase 2 to complete fiber ring from PD to UWSP-scheduled October
- Fiber connection for UWSP @ Chem-Bio building-scheduled October
- Swale Heffron St. - 2026
- Swale Woodland St. - 2027

4. Emergencies/Pager Calls:

- (6) After hours pager calls in September

5. Safety Training and Education:

- Audiograms completed for Utility Department on September 24