

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  
November 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**

**AGENDA**

Discussion and Possible Action on:

1. Roll Call.
2. Approval of Minutes
3. Approval of Department Claims
4. Award of project 25-202 to Advance Construction, Inc. of Green Bay, Wisconsin in the amount of \$2,291,803.95 - *Joel Lemke*
5. Pre-Disaster Flood Resilience (PDFR) grant authorization and match commitment letter - *Joel Lemke*
6. Pre-Disaster Flood Resilience (PDFR) resolution - *Joel Lemke*
7. Water Supply and Distribution Reports - *Eric Southworth*
8. Approval of pump repair costs due to pump failure - *Joel Lemke*
9. Approval for professional services to create a water supply service area plan to meet the needs of NR854 - *Joel Lemke*
10. Sewage Treatment Operations Report - *Chris Lefebvre*
11. Chapter 13 ordinance amendment creating a program document for the lateral line replacement fund program and cleaning up previous language - *Joel Lemke*
12. Construction and Maintenance Report - *Shane Kohnen*

13. Ordinance amendment requiring the use of stormwater lateral - *Joel Lemke*
14. Directors Report - *Joel Lemke*
15. Adjournment.

***The next Water and Sewerage Commission meeting will be Monday, December 8, 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 & Sewage Departments for inspection during normal business hours from 7:30 A.M. to 4:00 P.M.

**City of Stevens Point  
Board of Water and Sewerage Commissioners  
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**

## **MINUTES**

### **Discussion and Possible Action on:**

#### **1. Roll Call.**

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

**ALSO PRESENT:** Joel Lemke, Shane Kohnen, Jason Draheim, Jennifer Schmeiser, and Jaime Zdroik

**EXCUSED ABSENCE:** Paul Adamski

#### **2. Approval of Minutes**

**Motion** made by Anna Haines, seconded by Ray Schmidt to approve the September 8, 2025, meeting minutes of the Board of Water & Sewerage Commission.

***Ayes all. Nays none. Motion carried.***

#### **3. Approval of Department Claims**

**Motion** made by Ray Schmidt, seconded by Anna Haines to approve the department claims for the month of September 2025 as audited and read.

***Ayes all. Nays none. Motion carried.***

#### **4. 1909 Cypress - potential to rent property and distribution of expenses - Joel Lemke**

Joel explained the property was purchased using funds from all utilities, Fiber 10%, Water, Sewer & Storm 30% each. The auditors have suggested that until we use the property for a utility-wide purpose, we should keep it in one enterprise. We are proposing the Water Utility take on the entire expense and revenue responsibility.

There does need to be some flooring done and a bathroom updated. We believe a budget of \$20,000 should be adequate to bring the house to good condition. Joel said we would probably recoup that money quickly because the property management company he contacted estimated the monthly rent on the property to be \$1,500 to

\$1,600. Joel stated he had contacted the property management company that the City uses for the information.

**Motion** made by Carl Rasmussen, seconded by Ray Schmidt to approve reallocating the expenses and revenues for this property to the Water Utility and to approve a budget of \$20,000 for improvements to the property.

***Ayes all. Nays none. Motion carried.***

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

The Commission reviewed the pumpage reports included in the packet. Carl questioned the amount of the power bill for the month of September.

**6. Wellhead protection ordinance proposed updates - Joel Lemke**

Joel stated this went before the Plan Commission and was approved.

Joel showed the Commissioners the map of zones and the proposed modifications to each. There are no proposed language changes to the wellhead protection ordinance at this time, just changes to the boundaries of each zone.

**Motion** made Ray Schmidt, seconded by Anna Haines to approve the wellhead protection overlay zoning modifications to include the changes for the addition of Well 12.

***Ayes all. Nays none. Motion carried.***

**7. Sewage Treatment Operations Report - Chris Lefebvre**

The Commission reviewed the reports and memo included in the packet.

Joel informed the Commission that there was another fire in the biosolids dryer, and it is not operational. The system detected the fire and contained/extinguished the fire, so the Fire Department was not called. The equipment manufacturer is looking into the cause of the fires.

We are now hauling in cake/sludge to the landfill until the dryer is back up and running.

**8. Approval for emergency repair of aeration basin compressor - Chris Lefebvre/Joel Lemke**

Joel explained the process and the importance of the aeration basin compressor.

**Motion** made by Anna Haines, seconded by Carl Rasmussen to approve the purchase of the already ordered parts and installation for the emergency repair of the aeration basin compressor in the amount of \$34,564.05.

***Ayes all. Nays none. Motion carried.***

**9. Construction and Maintenance Report - Shane Kohlen**

Shane had nothing to add to the reports included in the packet other than the construction projects are coming to an end and all utility work is complete on the projects.

The Commissioners asked questions regarding future swale projects. Joel showed the Commission on the map the different project areas etc.

**10. Directors Report - Joel Lemke**

Joel stated we had our first DNR audit for Stormwater. It went well and was very positive. He doesn't have the report back yet from the DNR.

Joel also explained the importance of street sweeping as it pertains to stormwater and how it positively affects our stormwater permit.

**11. Adjournment.**

**Motion** made by Carl Rasmussen to adjourn the meeting.

***Ayes all. Nays none. Motion carried.***

**Meeting Adjourned: 12:40 P.M.**

**REPORT TO THE NOVEMBER 10, 2025**  
**MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS**

**WATER DEPARTMENT**

**FINANCES:**

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

\$ 2,742,859.52
\$ 1,636,519.78
\$ 4,379,379.30

**CHECKS ISSUED OCTOBER 2025:**

60559	Mae Nachman	Salary	64.41
60561	Aspirus Medical Group, Inc.	Wellness Program	64.00
60562	City Of Stevens Point	September 2025 Asphalt	8,018.00
60564	Employee Resource Center	Monthly EAP Fees	50.83
60565	Excel Plumbing, Inc.	After hours 2048 Madison cleaned cartridge	110.00
60566	Grainger	Metal bowl	160.34
60568	Martelle Water Treatment	Aquadene chemicals	6,658.41
60569	Public Serv Commission Of Wisconsin	PSC Assessment	5,022.81
60570	Jared Reigel	Jacket-Jared Reigel	137.10
60571	Springbrook Holding Company LLC	Professional Services - Project Management, Civic Pay Transaction Fee	241.00
60573	Tim or Kelly Tielens	Refund Check 038291-000, 3419 Center St.	61.26
60574	U.S. Postal Service	Annual PO Box 243 Rental	382.00
60575	USA Blue Book	Lab supplies	718.27
60576	Vestis	Rug services	46.82
60578	WI Rural Water Assoc	Membership Renewal	650.00
60579	Community Foundation of Central WI	Employee Contribution	10.00
60580	United Way Of Portage County	United Way	65.69
60586	WI State Laboratory of Hygiene	Fluoride testing	31.00
60587	Wimme Sand & Gravel, Inc.	Yard materials	229.32
60588	AnSer	After hours answering service	175.00
60590	City Of Stevens Point	Retirement, insurance, phone & fuel	29,876.28
60591	CORE & MAIN LP	Retrofit kit & shipping	1,377.23
60592	Dakota Supply Group	Sewer pipe fittings	441.14
60593	Fastenal Company	Supplies	42.66
60594	First Supply LLC -Plover	PVC bell end pipe	581.34
60597	INFOSEND INC	Statement & notice printing	3,612.68
60598	Jamar Company	HVAC Maintenance-Garage	965.59
60599	John Fabick Tractor Co	#8 Back hoe service	2,991.94
60601	Mastercard	Office supplies & cleaning supplies	863.35
60602	Rasmussen Plumbing & Heating	441 Washington-replace toilet guts	321.22
60603	Securian Financial	MN Life Insurance Policy #002832L	251.23
60605	AWWA - Annual	Membership renewal	2,523.00
60606	Alex Bula	Jean allowance	144.47
60607	Susan Couch	Refund Check 013888-000, 2141 Texas Ave	19.31
60608	County Materials Corp	Quikrete	51.88
60611	Vestis	Rug service	46.82
60612	Mastercard	New laptop-Shane Kohnen, AWS charge for GIS server, mouse & keyboard, shop supplies	1,036.67
60613	City of Stevens Point	Refund Check 030747-000, Monroe St.-Fire Line	399.97
60614	Community Foundation of Central WI	Employee Contribution	10.00
60615	United Way Of Portage County	United Way	65.69
60621	Hawkins Inc	Chemicals	3,754.77
60622	Heartland Business Systems, LLC	Monthly billing for October	199.56
60625	Northern Lake Services Inc	Drinking water required testing	85.90
60626	Rogan's Shoes	Boot allowance	182.74
60627	Star Business Machines	Quarterly Maintenance	258.31
60629	Strand Associates Inc	Professional Services 9/1-9/30 Well 12 Construction	8,546.07
60630	Teamsters Union Local 662	Union Dues	1,738.00
60631	Brandon Wiza	Jean & jacket allowance	475.03
60633	Mark Korger	Refund Check 042281-000, 2221-2225 Sims Ave.	1.42
60634	Herman Lassa	Refund Check 036326-000, 624 Walker St.	43.41
60635	Spranger Rentals LLC	Refund Check 040073-000, 2416 Fourth Ave.	66.89
60636	Batteries Plus LLC	Batteries	8.95
60637	Capital OneTrade Credit	Shop tools	161.97

60638	Central States H & W Fund	Health Insurance Premiums	30,998.17	
60643	Idexx Distribution, Inc.	Supplies	2,207.83	
60645	John Fabick Tractor Co	Back hoe #8 service	1,981.61	
60648	Petty Cash	Conference expenses/mileage, Office supplies/postage	642.51	
60649	Plaski Disposal	Dumpster services	75.00	
60650	Strand Associates Inc	Professional Services - Michigan Ave Reconstruction 9/1-9/30/25	16,533.34	
60652	City Of Stevens Point	PILOT Payment	870,000.00	
60653	City Of Stevens Point	2019 & 2022 Revenue Bonds	86,240.63	
60654	City Of Stevens Point	Workers Comp Premiums	1,497.88	
60659	Vestis	Rug service	46.82	
60660	Portage Cty Register of Deeds	Recording fee for easement Parce #281-2408-14-3001- 21	30.00	
	Sobczak Property	Purchase of Subczak Property	110,157.95	
	1909 Cypress	Water Bill	14.45	
	Bank Fees	Bank Fees	1,531.66	
	WPS	Utility Charges	12,182.51	
	Payroll	Payroll	38,291.40	
	IRS & DOR PR Tax	Payroll Taxes	44,697.46	
	Verizon Cell & iPad Charges	Phone & iPad Charges	773.12	
	DOR Garnishment	Garnishment	9.66	
	HRA Admin Fees	Admin Fees	30.00	
	<b>TOTAL EXPENSES LISTED</b>		<u>\$ 1,191,825.80</u>	\$ 1,191,825.80
	<b>BALANCE ON HAND OCTOBER 31, 2025</b>			<u>\$ 3,187,553.50</u>
		Balance on Hand		\$ 3,187,553.50
		Plus uncleared checks		\$ 55,797.17
		Less checks previously written clearing this month		<u>\$ (43,882.53)</u>
		<b>Ending Cash Balance matching Bank Statements</b>		\$ 3,199,468.14

**REPORT TO THE NOVEMBER 10, 2025**  
**MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS**  
**SEWAGE DEPARTMENT**

**FINANCES:**

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

\$	6,938,451.32
\$	829,503.64
\$	7,767,954.96

**CHECKS ISSUED IN OCTOBER 2025:**

60560	ANDRITZ Separation Inc.	Wiper, rings, cord packing, supplies	8,789.39
60561	Aspirus Medical Group, Inc.	Wellness Program	64.00
60562	City Of Stevens Point	September 2025 Asphalt	9,694.00
60564	Employee Resource Center	Monthly EAP Fees	26.91
60566	Grainger	Supplies	1,227.53
60567	Hawkins Inc	Chemicals	622.30
60571	Springbrook Holding Company LLC	Professional Services - Project Management	240.00
60572	Staab Construction Corp	UV Replacement-Payment No. 4	1,900.00
60576	Vestis	Rugs & laundry services	219.13
60577	WI Central	Sanitary pipeline rent	300.00
60581	Aquachem of America Inc.	Aquachem	7,590.00
60582	Cooper Oil Company Inc	Fuel	9.17
60583	Dakota Electric Services Inc	Troubleshoot scrubber blower, troubleshoot dryer room fan & motor	7,688.91
60584	Grainger	Seal kit for heating pump in Digester #4	201.33
60586	WI State Laboratory of Hygiene	Lab certification	1,347.00
60587	Wimme Sand & Gravel, Inc.	Yard materials	229.31
60589	Atlas Copco Compressors LLC	Oil filters & repair for blowers	5,637.21
60590	City Of Stevens Point	Retirement, insurance, phone & fuel	14,524.70
60594	First Supply LLC -Plover	Sewer pipe	98.65
60595	Harter's Fox Valley Disposal	Dumpster services	702.63
60596	Hysafe	Fall protection system engineered drawings	9,853.75
60598	Jamar Company	HVAC Maintenance-Garage	965.59
60600	NCL of Wisconsin Inc	Lab supplies	1,154.34
60603	Securian Financial	MN Life Insurance Policy #002832L	70.28
60604	AT&T	Phone charges	44.98
60607	Susan Couch	Refund Check 013888-000, 2141 Texas Ave	29.37
60609	Marathon County Treasurer/Solid Waste	Sludge hauling	9,393.66
60611	Vestis	Rugs & laundry services	219.13
60612	Mastercard	Supplies for tunnel sump pump, office supplies, AWS charge for GIS server, supplies for tunnel sump pump, thermal oil tubing & screens, IT Pipes, new laptop for Shane, conference expense	3,859.23
60616	Brenntag Great Lakes LLC	Ferric Chloride	15,997.30
60617	Cooper Oil Company Inc	Supplies	1,993.08
60618	Donohue & Associates, Inc.	Engineering Services-Lift Station Replacement	14,698.96
60620	Hach Company	Extension cable for pH probe	491.20
60622	Heartland Business Systems, LLC	Monthly billing for October	199.56
60624	Multi Media Channels, LLC	Ad for lift station upgrades	74.16
60628	Stevens Point Public Utilities	Sewer lateral replacement-513 Lindwood Ave	1,829.49
60632	IMC Income Trust	Refund Check 033593-000, 402 Sunrise Ave	76.45
60633	Mark Korger	Refund Check 042281-000, 2221-2225 Sims Ave	2.58
60634	Herman Lassa	Refund Check 036326-000, 624 Walker St.	47.50
60635	Spranger Rentals LLC	Refund Check 040073-000, 2416 Fourth Ave.	85.61
60638	Central States H & W Fund	Health Insurance Premiums	21,143.18
60639	CV Technology	Supplies	12,660.00
60640	Dakota Electric Services Inc	Troubleshoot SCADA	715.00
60641	Hach Company	PH meter parts	134.00
60642	Hawkins Inc	Chemicals	548.80
60644	ITpipes Opco LLC	Web subscription renewal	9,045.00
60646	Multi Media Channels, LLC	Ad for lift station upgrades	58.58
60647	NAPA	Supplies	115.96
60650	Strand Associates Inc	Professional Services - Michigan Ave Reconstruction 8/1 - 8/31/25	4,133.34
60651	USA Blue Book	Ferric pump parts & sampler tubing	947.96
60653	City Of Stevens Point	2019 & 2022 Revenue Bonds	17,462.50
60654	City Of Stevens Point	Workers Comp Premiums	1,017.54
60656	MacQueen Equipment	Parts for Collections truck #30	1,359.34
60657	Ryan Skrzeczkoski	Reimb for bibs	137.14
60658	Total Energy Systems Llc	Repair-Baldor trailer generator	4,000.28

60659	Vestis	Rugs & laundry service	219.13	
60661	Stevens Point Public Utilities	Quarterly Water Charges	817.12	
	Shipping	Shipping Charge	40.00	
	Shared Operating Costs	Shared Operating Costs	431,236.65	
	HRA	HRA Admin Fee	30.00	
	Verizon Charges	Verizon Charges	588.49	
	WPS Utility Charges	Gas & Electric	11,015.39	
	Sewer Payroll	Payroll	64,406.39	
	Payroll Taxes	Payroll Taxes	3,943.53	
	Bank Fees	Bank Fees	1,531.63	
	<b>TOTAL OF EXPENSES LISTED</b>		<u>\$ 709,505.34</u>	\$ 709,505.34
	<b>BALANCE ON HAND OCTOBER 31, 2025</b>			\$ 7,058,449.62
		Balance on Hand		\$ 7,058,449.62
		Plus uncleared checks		\$ 59,178.85
		Less checks previously written clearing this month		\$ (93,606.44)
		<b>Ending Cash Balance matching Bank Statements</b>		<u><u>\$ 7,024,022.03</u></u>

<b>Less Restricted Balance</b>	\$ (5,283,906.82)
	\$ 1,740,115.21

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

\*\* Lateral Replacement fund \$97,753.37

**REPORT TO THE NOVEMBER 10, 2025  
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS**

**STORM WATER DEPARTMENT**

**FINANCES:**

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

\$	552,390.52
\$	330,180.11
\$	882,570.63

**CHECKS ISSUED OCTOBER 2025:**

60561	Aspirus Medical Group, Inc.	Wellness Program	64.00	
60562	City Of Stevens Point	September 2025 Asphalt	3,177.00	
60564	Employee Resource Center	Monthly EAP Fees	11.96	
60571	Springbrook Holding Company LLC	Professional Services - Project Management	240.00	
60585	Shippy Shoe Store Inc	Boot Allowance - Jeff Hoffman	125.00	
60587	Wimme Sand & Gravel, Inc.	Yard materials	229.31	
60590	City Of Stevens Point	Retirement, insurance, phone & fuel	7,240.45	
60598	Jamar Company	HVAC Maintenance-Garage	965.58	
60603	Securian Financial	MN Life Insurance Policy #002832L	45.50	
60608	County Materials Corp	Concrete-Stanley & Clayton	400.00	
60610	McDill Inland Lake District	Reimbursement for water sample	113.00	
60612	Mastercard	AWS charge for GIS server, jobsite materials, new laptop-Shane, meeting supplies for DNR audit, CDL renewal	1,012.72	
60619	Fastenal Company	Supplies	1,093.04	
60622	Heartland Business Systems, LLC	Monthly billing for October	199.56	
60634	Herman Lassa	Refund Check 036326-000, 624 Walker St.	19.84	
60638	Central States H & W Fund	Health Insurance Premiums	11,014.65	
60644	ITpipes Opco LLC	Web subscription renewal	9,045.00	
60648	Petty Cash	10 year anniversary gift - J. Hoffman	20.00	
60650	Strand Associates Inc	Professional Services - Michigan Ave Reconstruction 8/1 - 8/31/25	4,133.32	
60653	City Of Stevens Point	2019 & 2022 Revenue Bonds	69,118.76	
60654	City Of Stevens Point	Workers Comp Premiums	525.95	
60655	Johnson Nursery Inc	Trees	2,603.00	
	Shared Operating Costs	Shared Operating Costs	231,577.12	
	Bank Fees	Bank Fees	1,531.62	
	Verizon	iPad & cell phone charges	579.36	
	Payroll	Payroll	17,808.88	
	IRS	Payroll Taxes	1,756.05	
	WPS	Monthly Utility Charges	18.62	
	<b>TOTAL OF EXPENSES LISTED</b>		\$ 364,669.29	\$ 364,669.29
	<b>BALANCE ON HAND OCTOBER 31, 2025</b>			\$ 517,901.34

	Balance on Hand		\$ 517,901.34
	Plus uncleared checks		\$ 27,840.49
	Less checks previously written clearing this month		\$ (58,773.37)
	<b>Ending Cash Balance matching Bank Statements</b>		<b>\$ 486,968.46</b>

**REPORT TO THE NOVEMBER 10, 2025**  
**MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS**

**FIBER (COMMUNITY AREA NETWORK)**

**FINANCES:**

Bank balance as of October 1, 2025	\$ 365,582.59
Bank deposits recorded in October 2025	\$ 37,852.38
	\$ 403,434.97

**CHECKS ISSUED OCTOBER 2025:**

60563	Elexco	Fiber for Portage County Library	11,840.00	
60623	Killoren Communication Inc.	Splicing of fiber	2,930.00	
	Payroll	Oct payroll	129.54	
	<b>TOTAL OF EXPENSES LISTED</b>		\$ 14,899.54	\$ 14,899.54
	<b>BALANCE ON HAND OCTOBER 31, 2025</b>			\$ 388,535.43
		Balance on Hand		\$ 388,535.43
		Plus checks written after the end of this month		\$ -
		Plus uncleared checks		
		Less checks previously written clearing this month		
		<b>Ending Cash Balance matching Bank Statements</b>		<b>\$ 388,535.43</b>

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



**Joel C Lemke  
Director  
Phone: 715-345-5266  
jlemke@stevenspoint.com**

November 5, 2025

MEMO

RE: Award of project 25-202 (Feltz and 10/51 Lift Station Upgrades)

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Commissioners,

Our 2025 approved Capital Operations and Maintenance plan has \$1,500,000 for the replacement of two liftstations. Since approval, the scope on one of the liftstations has changed, increasing the cost. The revised project was designed and bid. The results are attached.

The base bids for the project range from \$1,992,873.00 to \$2,570,000.00.

Staff respectfully request permission to award project 25-202 to Advance Construction, Inc. of Green Bay, Wisconsin in the amount of \$2,291,803.95 which includes 15% contingency. Additionally this would modify the approved Capital Operations and Maintenance Plan to reflect the same amount.

Best Regards,

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

Joel Lemke  
Director



Donohue & Associates, Inc.  
4500 Park Glen Rd UNIT 125, St Louis Park, MN 55416  
952.920.1816 | donohue-associates.com

October 31, 2025

City of Stevens Point  
301 Bliss Avenue  
Stevens Point Wisconsin 54481

Re: Bid Evaluation and Letter of Recommendation  
Sewer Utility – Feltz and 10/51 Lift Station Upgrades  
Donohue Project No. 14468 / Owner Project No. 25-202

Dear Mr. Lemke:

Pursuant to the Official Notice to Bidders, sealed bids for the above referenced Project were received at the Water Office on Thursday, October 30, 2025, at 1 p.m. and then publicly opened and read aloud. We have reviewed all the Bids received for the Work and have enclosed a copy of the Bid Tabulation and the low bid for your information and reference.

Three bids were received. The apparent low bid was submitted by Advance Construction Inc., Green Bay, Wisconsin, in the amount of \$1,992,873.00. The second low bid was submitted by Gerke Excavating Inc., in the amount of \$2,376,850. Our opinion of probable construction cost for the Project was \$1,800,000. The low bid is approximately 10% above our estimate.

Please refer to the attached Bid Tabulation for information on the Bidders and the bid amounts. The bid amounts ranged from a low of \$1,992,873 to a high of \$2,570,000.

As was required in the bidding documents, Advance Construction attained pre-bid qualification approval prior to bidding, demonstrating they have performed similar work and are capable of performing the work.

We are presenting this evaluation for your review and consideration.

Sincerely,

Eric Lynne, PE  
Project Manager

Enclosures: Bid Tabulation  
Copy of Advance Construction's Bid Documents



## City of Stevens Point Bid Tab

Project Name	Feltz and 10/51 Lift Station Upgrades
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October 30, 2025 1:00 P.M.

City of Stevens Point Representatives	Joel Lemke and Chris Lefebvre
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Bidder	Base Bid, includes USEMCO	Alternate 1	Alternate 2	Bid Security 5%	Pre-bid Qualification	Equipment Schedule Completed	Addenda Acknowledged	Comments
		TOPPS FRP (add/deduct)	Core Drill at 10/51 MH-4 (add/deduct)				1	
Engineer's Opinion of Probable Construction Cost	\$1,800,000.00	\$0.00	-\$10,000.00					
Advance Construction Inc.	\$1,992,873.00	\$100,000.00	\$0.00	X	Approved	X	X	
Gerke Excavating Inc.	\$2,376,850.00	\$117,760.00	-\$2,392.00	X	Approved	X	X	
Pember Companies, Inc.	no bid				Approved			
A-1 Excavating LLC	no bid				Approved			
Mid City Corporation	no bid				Approved			
Earth Inc.	\$2,570,000.00	\$132,800.00	-\$9,500.00	X	Approved	X	X	



November 5, 2025

MEMO

RE: Pre-disaster flood resilience (PDFR) grand authorization, match commitment, resolution

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Commissioners,

Our 2025 approved Capital Operations and Maintenance plan has an approved item for \$64,000 for the local share needed for a flooding study that was initially approved through the federal BRIC grant program. That project lost its funding, so we are working on applying for another program to create a very similar product through the Pre-disaster flood resilience (PDFR) program. This program required a grant authorization letter (attached) to be approved as well as the approval of a resolution (also attached, next agenda item).

Staff is seeking your approval to apply for the grant, to submit the attached letters to the PDFR program staff, and to forward the attached resolution to the Common Council for action. Further approval to change the approved dollar amount to \$75,000 is requested. The resolution will get individual action at the Common Council meeting following the Commission meeting.

Best Regards,

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

Joel Lemke  
Director

## RESOLUTION

**WHEREAS**, Wisconsin Emergency Management administers the Pre-Disaster Flood Resilience (PDFR) Grant Program which offers financial assistance to local units of government for mitigating existing flooding and strengthening flood resilience in local watersheds; and

**WHEREAS**, based upon the current Capital Improvement Program schedule and budgets, this grant application will assist the City of Stevens Point (City) in studying several watersheds throughout the City to help mitigate flooding; and

**WHEREAS**, the approval of this resolution allows staff to submit the grant application, which, if awarded, will reduce the City cost of the Project.

**NOW THEREFORE BE IT RESOLVED** by the Stevens Point Common Council that the proper City officials are authorized and directed to execute any and all documents required for submittal of an application to Wisconsin Emergency Management for the Pre-Disaster Flood Resilience Grant Program, and are further authorized and directed, if said grants are awarded to accept such funds, pursuant to the terms of the grant application.

APPROVED: \_\_\_\_\_  
Mike Wiza, Mayor

ATTEST: \_\_\_\_\_  
Susan Pagel, City Clerk

Dated: November 6, 2025  
Adopted: November 17, 2025

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



**Joel C Lemke  
Director  
Phone: 715-345-5266  
jlemke@stevenspoint.com**

November 5, 2025

Ms. Katie Sommers, Director of Bureau of Policy and Grants  
Wisconsin Emergency Management  
P.O. Box 7865  
Madison, WI 53707

Re: Pre-Disaster Flood Resilience (PDFR) Grant Authorization and Match Commitment Letter.  
City of Stevens Point, Wisconsin (City)

To Whom It May Concern:

The City of Stevens Point Common Council Resolution (TBD) authorizes the City's participation in the PDFR Grant program to pursue the Northern Stevens Point Flood Study for the 2026 PDFR Grant Project. The project funded by this grant would provide a flood study and alternatives analysis for several watersheds throughout the City to help mitigate existing flooding and strengthen flood resilience in the project watersheds.

The City of Stevens Point Common Council Resolution (TBD) commits to expending funds for the grant project and to be responsible for any costs in excess of the estimated budget. The City understands as part of the grant application, a non-federal local match is required. The City commits to providing at least 25 percent of the total cost for the flood study and will be responsible for costs in excess of the grant awarded, and acknowledge the grants are capped at \$300,000 state share. The local match for the flood study is available through the Stormwater Fund starting in 2026.

Best Regards,

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

Joel Lemke  
Director

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



**Joel C Lemke  
Director  
Phone: 715-345-5266  
jlemke@stevenspoint.com**

November 5, 2025

Ms. Katie Sommers, Director of Bureau of Policy and Grants  
Wisconsin Emergency Management  
P.O. Box 7865  
Madison, WI 53707

Re: Pre-Disaster Flood Resilience (PDFR) Applicant Commitment Letter  
City of Stevens Point, Wisconsin (City)

To Whom It May Concern:

The City commits to fulfilling all requirements of the PDFR Grant program contained in state program guidelines including the submission of all appropriate forms and that the project will meet all applicable local codes and standards as well as other appropriate state requirements.

Best Regards,

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

Joel Lemke  
Director

**STEVENS POINT, WISCONSIN  
WATERWORKS REPORT**

**FOR OCTOBER 2025**

**CURRENT YEAR VS. PREVIOUS YEAR**

	2024	2025	INCREASE	DECREASE	RECORD HIGH	DATE	
Total pumpage, gallons	189,354,000	186,924,000		2,430,000	227,590,000	Oct-00	
Daily pumping average, in gallons	6,102,000	6,024,000		78,000			
Peak pumpage, gallons, (date)	7,590,000 (25TH)	10,954,000 (3RD)	3,364,000		10,954,000	10/3/2025	
Low pumpage, gallons, (date)	4,230,000 (28TH)	2,148,000 (25TH)		2,082,000	1,585,000 3,176,000	10/14/71 10/17/1998	◀Record low since 1995 when the utility started providing water to Stora Enso.
Power bill	\$17,183.48	\$18,550.43	\$1,366.95		\$20,558.57	Oct-23	
K.W.H's used	214,094	221,095	7,001				
Gallons pumped per K.W.H.	884	845		39			

**STEVENS POINT WATER DEPARTMENT  
CONSUMPTION HISTORY**

*(Pumpage x 1,000)*

<b>MONTH</b>	<b>2025</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
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	186,924	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
<b>Grand Total/Yr</b>	<b>2,040,715</b>	<b>2,440,546</b>	<b>2,531,899</b>	<b>2,512,750</b>	<b>2,119,017</b>	<b>1,946,596</b>	<b>1,909,290</b>	<b>1,989,738</b>	<b>1,826,183</b>	<b>1,800,534</b>

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

*(Pumpage x 1,000)*

<b>MONTH</b>	<b>2025</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
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	87,789	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
<b>Grand Total/Yr</b>	<b>873,680</b>	<b>1,046,667</b>	<b>1,065,256</b>	<b>1,047,564</b>	<b>1,039,302</b>	<b>1,037,725</b>	<b>1,036,469</b>	<b>1,031,630</b>	<b>988,048</b>

City of Stevens Point  
Department of  
Public Utilities



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

November 3, 2025

TO: Stevens Point Water and Sewer Commission  
RE: Non-potable water pump

Dear Commissioners:

In September one of the two non-potable water pumps that supply water to our Dissolved Air Floatation Thickeners was found to have a bearing that was failing. After discussing with the manufacturer representative, it was deemed that rebuilding the pump would be the best option for price and time out of service. When our staff removed the pump, we noticed that the impeller was significantly worn. We believe this wear was the cause of the bearing failure. To ensure that the other pump didn't have the same bearing issue a new impeller was installed on the second pump. These pumps were installed as part of our 2018 project.

Due to a 5 week lead time for the pump parts and the importance of this equipment we had the repair completed on October 28, 2025. The cost for parts and labor totaled \$18,337.38.

Going forward we are looking into the cause of the premature failure and how to mitigate the wear on the impellers.

Sincerely,

Chris Lefebvre

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



**Joel C Lemke  
Director  
Phone: 715-345-5266  
jlemke@stevenspoint.com**

November 5, 2025

MEMO

RE: NR 854 – Water Supply Service Area Plan

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Commissioners,

The Wisconsin DNR has recently compelled drinking water systems to create a Water Supply Service Area Plan to comply with recently adopted language in the State Statutes NR 854.

The Water Utility would like to outsource the creation of this document since the deadline for having it complete is 12/31/25.

Staff has sought out input from consulting engineers for this service and has found that it can be done for \$10,000 or less in the timeframe needed.

Staff respectfully requests permission to contract for the creation of a Water Supply Service Area Plan for an amount not to exceed \$10,000.

Best Regards,

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

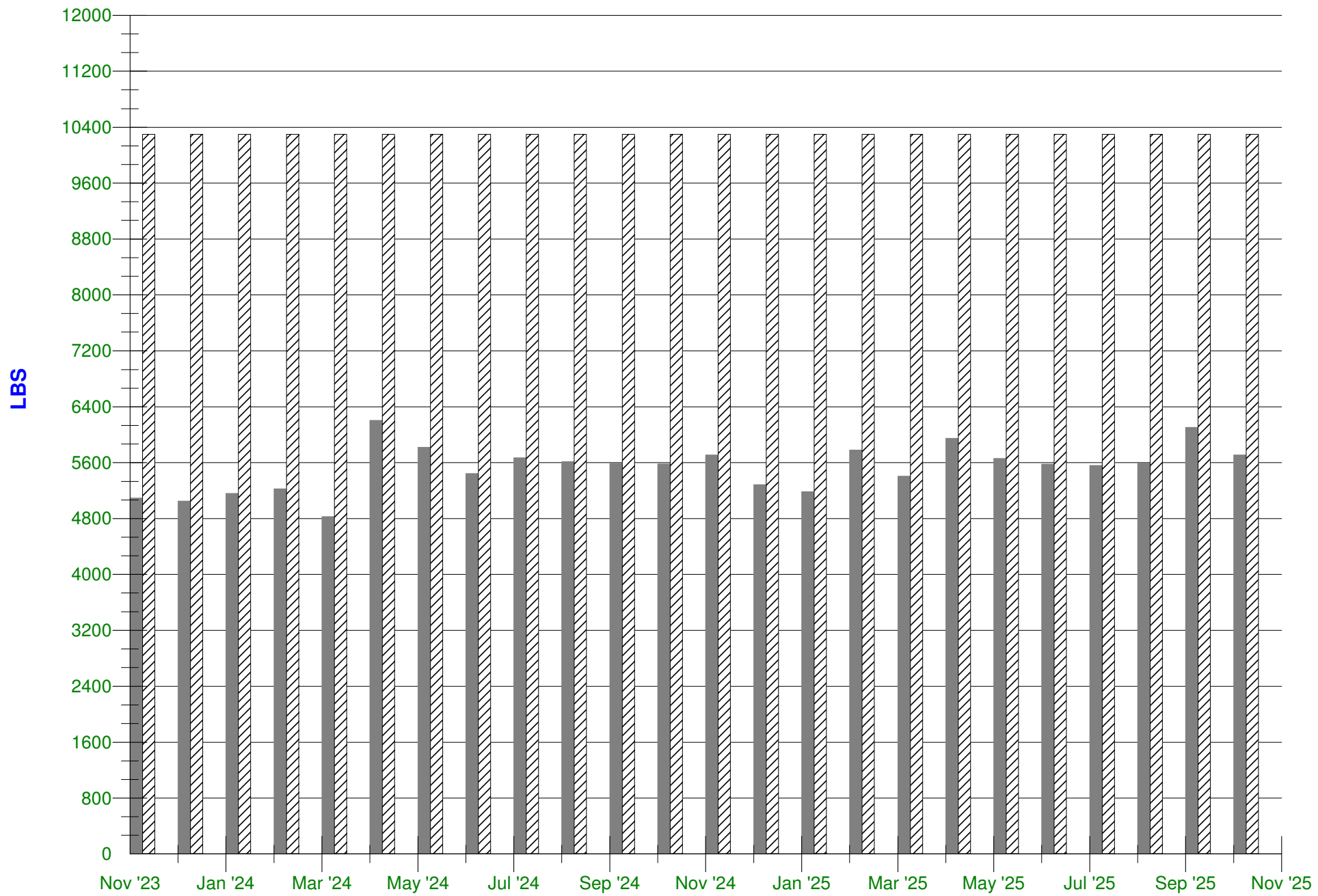
Joel Lemke  
Director

# Final Effluent Discharge Data

October 2025

Date	Precip INCHES	Sewage Flow		BOD					S.S.					Phosphorus				Fecal	Effluent
		Raw	Final	Raw	Final	%	Raw	Final	Raw	Final	%	Raw	Final	Raw	Final	Raw	Final	Coliform	Ammonia
		MGD	MGD	MG/L	CBOD MG/L	Reduct.	Pounds BOD/Day	Pounds CBOD/Day	(ppm)	(ppm)	Reduct.	Pounds SS/Day	Pounds SS/Day	(ppm)	(ppm)	P/Day	P/Day	Final #/100 ml	mg/L
10/01/2025	0.00	2.340	2.741	318	5.21	98	6,206	119	288	5.88	98	5,620.49	134						16
10/02/2025	0.00	2.316	2.695	326	3.81	99	6,297	86	280	4.91	98	5,408.32	110	6.010	0.182	116	4		11
10/03/2025	0.00	2.303	2.697	291	3.67	99	5,589	83	308	4.38	99	5,915.76	99	6.560	0.182	126	4		11
10/04/2025	0.00	2.179	2.573	294	3.78	99	5,343	81	216	4.78	98	3,925.34	103	5.700	0.182	104	4		22
10/05/2025	0.00	2.221	2.592	278	3.17	99	5,149	69	268	4.00	99	4,964.20	86						19
10/06/2025	0.22	2.285	2.728	428	3.74	99	8,156	85	280	3.80	99	5,335.93	86						
10/07/2025	0.02	2.282	2.729	365	6.72	98	6,947	153	356	3.73	99	6,775.35	85						
10/08/2025	0.00	2.260	2.728	368	3.31	99	6,936	75	248	4.12	98	4,674.40	94						
10/09/2025	0.00	2.269	2.715	307	3.66	99	5,810	83	444	4.00	99	8,402.02	91						
10/10/2025	0.00	2.175	2.365	262	3.39	99	4,753	67	260	4.51	98	4,716.27	89						5
10/11/2025	0.00	1.961	2.170	242	2.55	99	3,958	46	316	3.53	99	5,168.10	64	5.050	0.770	83	14		4
10/12/2025	0.00	2.069	2.260	244	3.70	98	4,210	70	248	4.40	98	4,279.35	83	5.310	0.770	92	15		3
10/13/2025	0.12	2.205	2.426	361	2.64	99	6,639	53	292	5.40	98	5,369.79	109						5
10/14/2025	0.00	2.198	2.432	267	8.30	97	4,894	168	304	6.80	98	5,572.72	138	5.720	0.320	105	6		11
10/15/2025	0.19	2.209	2.448	296	2.32	99	5,453	47	372	5.03	99	6,853.38	103	6.280	0.260	116	5		12
10/16/2025	0.00	2.243	2.497	349	2.30	99	6,529	48	348	5.59	98	6,509.90	116						17
10/17/2025	0.16	2.219	2.479	251	2.06	99	4,645	43	348	6.60	98	6,440.25	136	6.370	0.260	118	5		20
10/18/2025	0.17	2.097	2.310	476	2.31	100	8,325	45	744	7.39	99	13,011.80	142	8.540	0.190	149	4		18
10/19/2025	0.05	2.108	2.338	182	2.89	98	3,200	56	256	7.50	97	4,500.66	146						20
10/20/2025	0.00	2.205	2.563	290	3.85	99	5,333	82	324	9.40	97	5,958.26	201						
10/21/2025	0.17	2.237	2.555	281	7.45	97	5,242	159	296	11.20	96	5,522.35	239						
10/22/2025	0.16	2.252	2.472	356	3.92	99	6,686	81	292	9.70	97	5,484.25	200						
10/23/2025	0.06	2.230	2.456	299	5.40	98	5,561	111	512	9.80	98	9,522.28	201						33
10/24/2025	0.00	2.164	2.320	361	8.83	98	6,515	171	268	8.00	97	4,836.80	155						36
10/25/2025	0.00	2.005	2.119	248	7.52	97	4,147	133	320	4.00	99	5,350.94	71	6.260	0.290	105	5		33
10/26/2025	0.00	2.104	2.240	290	5.85	98	5,089	109	508	2.69	99	8,914.06	50	6.470	0.182	114	3		31
10/27/2025	0.00	2.211	2.418	307	5.68	98	5,661	115	256	2.84	99	4,720.57	57	6.350	0.182	117	4		34
10/28/2025	0.00	2.199	2.417	356	6.75	98	6,529	136	340	7.58	98	6,235.48	153						
10/29/2025	0.00	2.224	2.449	335	5.08		6,204		276	3.28	99	5,119.29							
10/30/2025	0.00	2.244	2.466	343	12.57		6,415		288	3.33	99	5,389.91							
10/31/2025	0.00	2.162	2.381								100								
<b>Total</b>	<b>1.32</b>	<b>68.176</b>	<b>76.779</b>	<b>9,370</b>	<b>142</b>	<b>2,759</b>	<b>172,421</b>	<b>2,572</b>	<b>9,856</b>	<b>168.17</b>	<b>3,046</b>	<b>80,498.25</b>	<b>3,341</b>	<b>74.620</b>	<b>3.770</b>	<b>1,342.983</b>	<b>73.568</b>		<b>360.360</b>
<b>Average</b>	<b>0.04</b>	<b>2.199</b>	<b>2.477</b>	<b>312</b>	<b>5</b>	<b>99</b>	<b>5,747</b>	<b>92</b>	<b>329</b>	<b>5.61</b>	<b>98</b>	<b>6,016.61</b>	<b>119</b>	<b>6.218</b>	<b>0.314</b>	<b>112.083</b>	<b>6.083</b>		<b>18.050</b>
<b>Maximum</b>	<b>0.22</b>	<b>2.34</b>	<b>2.74</b>	<b>476.00</b>	<b>12.57</b>	<b>99.51</b>	<b>8,324.75</b>	<b>170.85</b>	<b>744.00</b>	<b>11.20</b>	<b>100.00</b>	<b>13,011.80</b>	<b>238.66</b>	<b>8.54</b>	<b>0.77</b>	<b>149.36</b>	<b>14.51</b>		<b>36.40</b>
<b>Minimum</b>	<b>0.00</b>	<b>1.96</b>	<b>2.12</b>	<b>182.00</b>	<b>2.06</b>	<b>96.89</b>	<b>3,199.69</b>	<b>42.59</b>	<b>216.00</b>	<b>2.69</b>	<b>96.22</b>	<b>3,925.34</b>	<b>50.25</b>	<b>5.05</b>	<b>0.18</b>	<b>82.59</b>	<b>3.40</b>		<b>2.88</b>

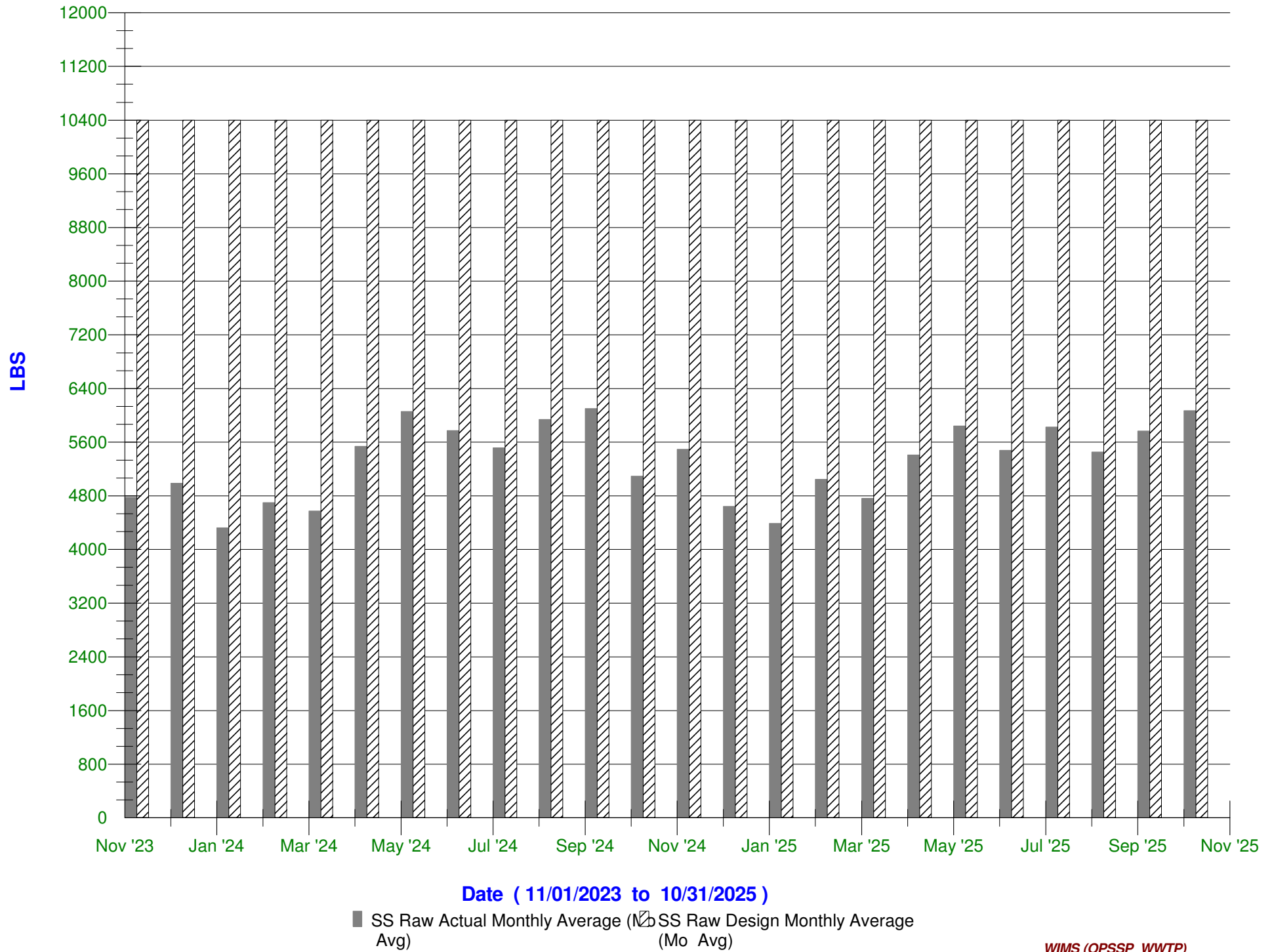
# BOD Raw 2 Year History



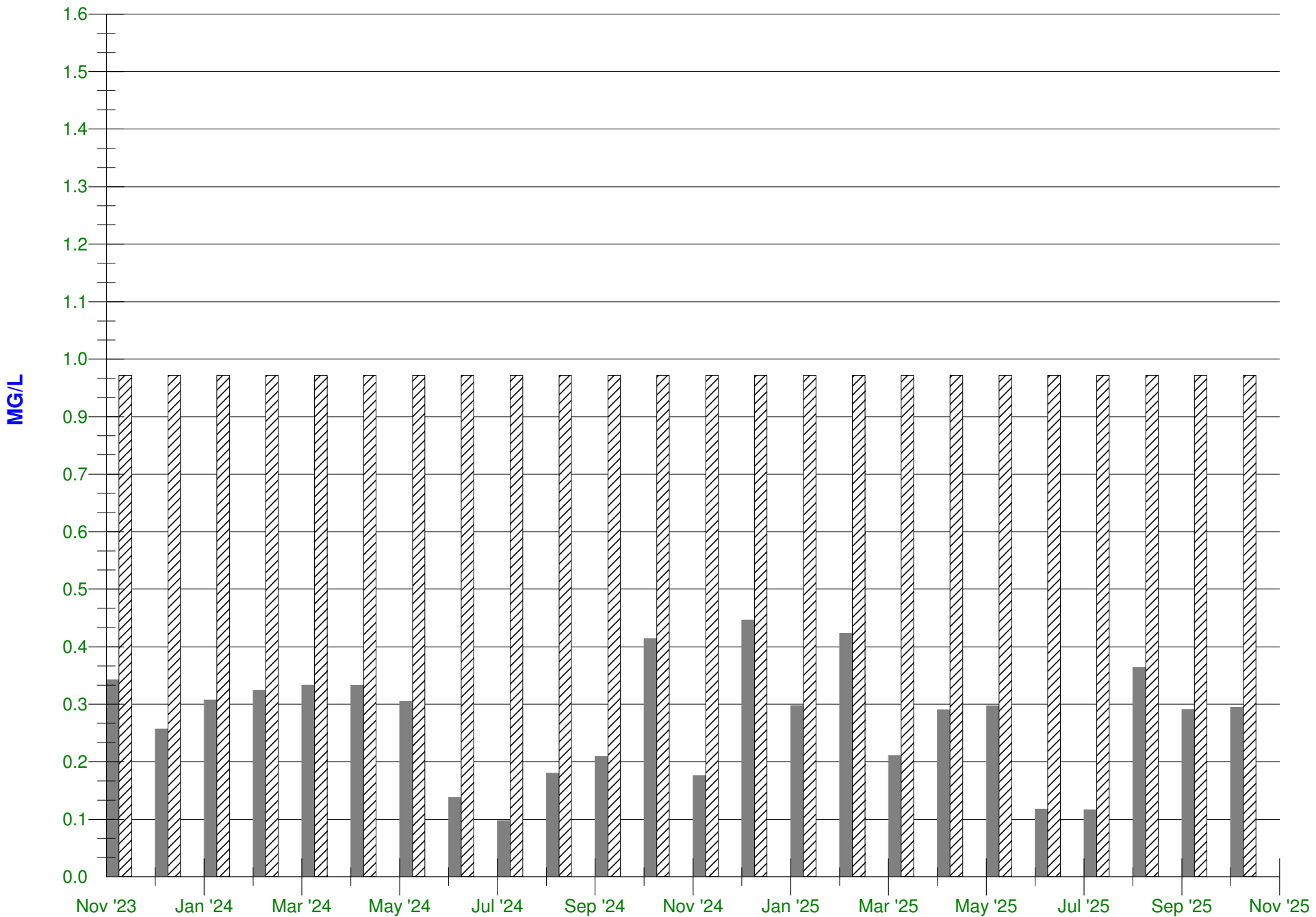
**Date ( 11/01/2023 to 10/31/2025 )**

BOD Raw Actual Monthly Average (Mo Avg)
  BOD Raw Design Monthly Average (Mo Avg)

# SS Raw 2 Year History



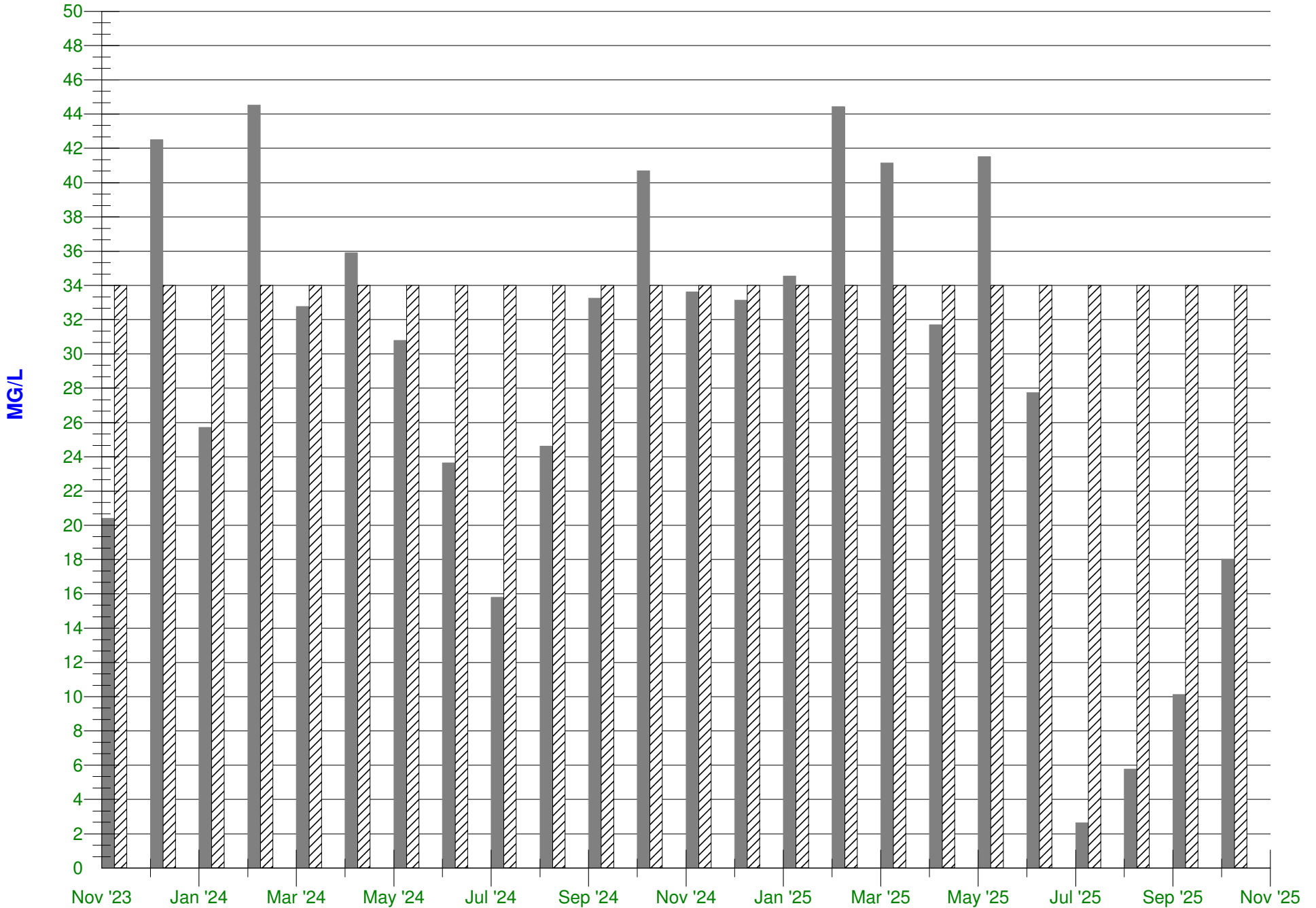
# Phosphorus mg/l 2 Year History



Date ( 11/01/2023 to 10/31/2025 )

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

## Effluent Ammonia mg/l 2 Year History



Date ( 11/01/2023 to 10/31/2025 )

Effluent Ammonia (Mo Avg)
  Effluent Ammonia Limit (Mo Avg)

## Sewage Plant Monthly Average

Month	Temperature		Precip. INCHES	Sewage Flow		Phosphorus				BOD					Suspended Solids					Power kW	Per Day LBS BOD Removed	Gas Production Per Day CUFT
	Max °F	Min °F		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	%				
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	
Oct 2025	64	42	1.32	2.199	2.477	6.218	112	0.314	6	312	5,729	4.75	98.07	99	329	6,026	5.61	115.79	98	6,123	5,631	
Minimum	23	7	0.25	2.073	2.305	4.022	90	0.124	3	257	5,157	2.83	69.04	97	232	4,378	2.64	59.12	96	6,123	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	329	6,026	10.05	196.96	99	7,548	5,958	
Total	667	444	34.29	27.666	31.092	64.503	1,216	3.547	76	3,522	67,417	60.71	3,308.33	1,179	3,337	63,992	61.68	1,331.75	1,177	80,442	66,109	
Average	56	37	2.86	2.305	2.591	5.375	101	0.296	6	294	5,618	5.06	109.03	98	278	5,333	5.14	110.98	98	6,703	5,509	

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



**Joel C Lemke  
Director  
Phone: 715-345-5266  
jlemke@stevenspoint.com**

November 5, 2025

Commissioners,

Attached is a proposed ordinance amendment intended to do two things:

1. Add rates to the lateral line replacement fund (13.28) that were not copied from the Commissions approval in November of 2024 to the ordinance amendment that went to the following Common Council.
2. Create a program document that can be modified as needed by the Commission for the lateral line replacement fund.

Staff respectfully requests adoption of program document and approval of the ordinance amendment which will be forwarded to the Common Council.

Best Regards,

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

Joel Lemke  
Director

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE OF THE CITY  
OF STEVENS POINT, WISCONSIN**

The Common Council of the City of Stevens Point do ordain as follows:

SECTION I: That Section 13.28 of the Revised Municipal Code, Lateral Line Replacement & Utility Affordability Fee, is hereby ~~created~~modified to read as follows:

13.28 LATERAL LINE REPLACEMENT & UTILITY AFFORDABILITY FEE. A lateral line replacement and utility affordability fee will be charged to all customers in the Residential customer class. This fee will be collected and segregated for the purpose of funding a program which covers expenses related to the repair and/or replacement of sewer laterals within the public right-of-way or in utility easements. Excess funds will be directed to other utility affordability programs for the benefit of utility customers in the Residential customer class. The program will be defined by a document developed and adopted by the Water and Sewerage Commission and will be publicly available.

Fee: \$1.89/month per Residential class customer

\$5.67/quarter per Residential class customer

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SECTION II: This ordinance shall take effect upon passage and publication, as provided by law.

APPROVED: \_\_\_\_\_  
Mike Wiza, Mayor Date:

ATTEST: \_\_\_\_\_  
Kari Yenter, City Clerk Date:

Dated: November 6, 2025  
Approved: November 17, 2025  
Published: November 21, 2025

**PROGRAM DOCUMENT DEFINING THE LATERAL LINE REPLACEMENT & UTILITY  
AFFORDABILITY FEE PROGRAM (RMC 13.28)**

**CITY OF STEVENS POINT, WISCONSIN.**

Adopted 11/17/25

**BACKGROUND:** In November of 2024, the Water and Sewerage Commission of the City of Stevens Point established a fee that would be collected from all residential customer classes for the purpose of funding the repair/reconstruction of failed sewer laterals within the city right-of-way and/or easement areas in addition to other affordability programs. Chapter 13.28 of City Ordinances indicates that there will be a program document created and adopted by the Water and Sewerage Commission outlining the program and defining eligible expenses.

**DESCRIPTION OF PROGRAM ELLIGIBLE EXPENSES:**

1. Repair and/or replacement of a failed sewer lateral that serves a residential class utility customer. The decision to repair or replace the lateral is at the discretion of the Director of Public utilities. All costs associated with the work that takes place in the public right-of-way and/or easement are eligible program expenses.
2. Lining or bursting is eligible if the expense to open cut the repair/replacement is more or equal to the cost of lining or bursting the lateral. Since lining and bursting involves access to the homeowner's property, expenses up to the cost of the public side work (if open cut) are eligible including extending the liner or bursting process from the sewer main to the entry point of the liner or new pipe.

**INELLIGIBLE EXPENSES:**

1. Routine maintenance expenses such as jetting, cutting, flushing sewer laterals.
2. Installation of new laterals.
3. Off right-of-way work not associated with in right-of-way repair or replacement.
4. Work associated with premise plumbing (plumbing inside a residence).

## **October Utility Construction and Maintenance Report**

### **1. Contracted Road/Utility Construction Progress:**

- Village of Park Ridge water main/road project, **utilities complete**
- Washington Ave. (Project 25-101) **complete**, punch list items remain
- Madison St./Monroe St. (Project 25-102) **complete**, punch list items remain
- Public Works re-paving Country Club Dr. **complete**, punch list items remain
- Public Works re-paving Green Ave. to begin in the spring of 2026 (Utility structure adjustments only)
- St. Pt. Utilities Phase 2 - fiber ring from UWSP to P.D. to Transit in progress, **directional boring complete**, fiber splicing/patching remain

### **2. Utility Maintenance Activities:**

- Televising, cut, jet, flush as normal
- Repair/replace various Water, Sanitary, & Storm manholes and catch basins
- Fall water main dead-end flushing program
- Fall non-draining hydrant maintenance
- Storm water swale and retention mowing operations continue

### **3. Future Construction and Maintenance Projects:**

- Swale Heffron St. - 2026
- Swale Woodland St. - 2027

### **4. Emergencies/Pager Calls:**

- (7) After hours pager calls in October



November 5, 2025

MEMO

RE: Chapter 13, Storm Lateral Use Required

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Commissioners,

In recent years the City has been installing laterals to properties during reconstruction projects if it was deemed to be necessary based on high groundwater or if the area has a high occurrence of sump pumps. These improvements, since the laterals were not there before, were assessed to the benefit properties.

In many situations, laterals were installed in neighborhoods where it was common that sump pumps discharge over sidewalks, out the face of the curb, down driveway aprons, or potentially on to neighboring properties.

Attached is a draft of a proposed ordinance amendment to add language requiring the use of storm laterals when they are present and it is clear that clear water is being discharged from a property on to an adjacent property or into the public right-of-way.

Best Regards,

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

Joel Lemke  
Director

