



Lake Geneva Utility Commission

Dennis Lyon, President
Josh Gajewski, Utility Director
Jeff Ecklund, Water Superintendent
Ken Bauman, Wastewater Superintendent

361 W. Main Street P.O. Box 187 Lake Geneva, WI 53147 Phone (262) 248-2311

www.lgutilitycommission.com

Regular Lake Geneva Utility Commission Meeting
Monday September 21, 2020 4:00 PM
Council Chambers (Main Level), City Hall – 626 Geneva Street

THE CITY OF LAKE GENEVA IS HOLDING ALL MEETINGS VIRTUALLY AS WELL AS IN PERSON TO HELP PROTECT OUR COMMUNITY FROM THE CORONAVIRUS (COVID-19) PANDEMIC.

IN-PERSON ATTENDANCE WILL BE LIMITED TO NO MORE THAN 13 PEOPLE, ON A FIRST COME FIRST SERVED BASIS. IF YOU WISH TO LISTEN OR WATCH THE MEETING YOU MAY DO SO BY USING THE FOLLOWING:

1. Livestream at the City of Lake Geneva Vimeo Channel found here www.vimeo.com/lakegeneva
2. Television: Watch live broadcast of the meeting on Spectrum Cable Channel 25
3. Listen to audio via phone: (602) 333-2017 (Long distance rates may apply)
(888) 204-5987 (Toll Free)
Access Code: 9746153
4. You can provide public comment on agenda items by appearing in person or by emailing your comments to the Office Manager at info@lgutilities.org or you may deliver your written comments to the Lake Geneva Utility Commission Office, 361 W Main Street, Lake Geneva, WI 53147. All written comments must be provided to the Office Manager by 3:00 P.M. on the date of the meeting. All written comments will be read aloud during the agenda item when public comments are allowed during the meeting.

Agenda – Amended

1. Call Meeting to Order
2. Roll Call
3. Comments from the public as allowed by Wis. Statutes §19.84 (2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes.
4. Approve Utility Commission Minutes from August 17, 2020 as prepared and distributed
5. Acknowledgement of Correspondence
6. Approval of August Financials
7. Approval of the August 2020 Bills
8. Directors Report
9. Discussion/Action on Pay Request #3 by Pittsburg Tank & Tower Co, Inc. for work completed on the Dodge Tower Raising and Recoating Project – Bid #1 in the amount of \$118,192.98

10. Discussion/Action on ~~2021~~ 2020 Sanitary Sewer CCTV proposals
11. Discussion/Action on expiration of Cintas uniform contract and changes to the Utility's uniform policy
12. Review of Preliminary 2021 Capital Project Requests
13. Motion to go into closed session pursuant to Wis. Stat. 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session specifically regarding proposals for environmental engineering services.
14. Motion to return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session.
15. Adjourn

**Lake Geneva Utility Commission Minutes
Lake Geneva Utility Commission Meeting
Monday August 17, 2020 4:00 PM
Council Chambers, City Hall – 626 Geneva Street**

THIS MEETING WAS HELD IN COUNCIL CHAMBERS WITH AN IN-PERSON ATTENDANCE LIMIT OF NO MORE THAN 13 PEOPLE ON A FIRST COME FIRST SERVED BASIS AS WELL AS BEING HELD VIRTUALLY TO HELP PROTECT OUR COMMUNITY FROM THE CORONAVIRUS (COVID-19) PANDEMIC.

Call Meeting to Order- President Lyon called the meeting to order at 4:00pm.

Roll Call – Lyon, Esarco, Klein, Flower, Hedlund, Nord & Binn.

Staff in Attendance – Gajewski & Busch

Members of the Public in attendance – Dave Maccoux of Clifton, Larsen Allen LLP

Comments from the public as allowed by Wis. Statutes §19.84 (2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes.
None

Approve Utility Commission Minutes from July 15, 2020 as prepared and distributed
Hedlund/Binn motion to approve. Passed unanimously.

Acknowledgement of Correspondence
None

Approval of July Financials
Gajewski presented the July financials.
Hedlund/Esarco motion to approve. Passed unanimously.

Approval of the July 2020 Bills
Esarco/Klein motion to approve the bills. Passed unanimously.

Directors Report
Gajewski reviewed the submitted Directors report.

Discussion/Action on Wisconsin Public Service Commission Docket 5-UI-120: Investigation on the Commission’s Own Motion to Ensure Safe, Reliable and Affordable Access to Utility Services During Declared Public Health Emergency for COVID-19; and subsequent Order (PSC REF#386373), Supplemental Order – First (PSC REF#390567), and Supplemental Order – Second (PSC REF#392763); as they relate to future operations of the Lake Geneva Utility Commission – Water Utility (continued from the July Utility Commission Meeting)
Gajewski gave a recap of the discussion at last month’s meeting and went over the information that had been requested at that time. The number of delinquent accounts in 2020 does not vastly differ from those in 2019. Discussion followed. In line with the PSC’s order, we have not been applying late fees or disconnecting services for non-payment. With the update to the ruling from the PSC Gajewski is recommending that we begin to apply late fees to the sewer portion of bills beginning in September and commence disconnections from September 1st, 2020. Late fees on the water portion of the bills would begin after the tax roll process is complete in November as our software is not

capable of eliminating the required date range from the calculations as required by the PSC for water.

Hedlund/Binn motion to approve the recommendations of the Utility Director with regard to resuming late fees and disconnections.

Passed 6-1. Flower voted No.

Presentation of 2019 Financial Audit by Dave Maccoux – Clifton Larson Allen LLP

Maccoux presented the 2019 financial audit of both the water utility and the sanitary sewer utility and went over the management communications as presented in the packet.

Binn/Lyon motion to approve the 2019 Financial Audit. Passed unanimously.

Discussion/Action on suburban sewer service application from Anna Balucka at Town of Linn tax parcel IPV 00001 – W2573 South St.

Gajewski presented the request and the reasons behind it. Discussion followed.

Esarco/Hedlund motion to deny the request for suburban sewer service from Town of Linn resident Anna Balucka at tax parcel IPV00001. Passed unanimously.

Discussion/Action on the acceptance of the municipal water supply facility improvements associated with the development at 1150 – 1156 Wells Street

Gajewski explained the improvements that have been made as part of the redevelopment of this property which are now complete. He is recommending acceptance of the improvements.

Klein/Hedlund motion to accept the improvements associated with the development at 1150-1156 Wells St as outlined. Passed unanimously.

Discussion/Action on Pay Request #2 by Pittsburg Tank & Tower Co., Inc. for work completed on the Dodge Tower Raising and Coating Project – Bid #1 in an amount not to exceed \$120,128.26.

This project is ongoing and Gajewski said that one more pay request is expected after this.

Engineering has reviewed and recommended approval of this payment.

Hedlund/Lyon motion to approve pay request #2 by Pittsburg Tank & Tower for work completed on the Dodge Tower Raising & Coating Project in an amount not to exceed \$120,128.26. Passed unanimously.

Discussion/Action on proposal from LW Allen for the replacement of SCADA equipment for the wastewater treatment plant.

Gajewski gave an overview of the equipment at the wastewater plant that was damaged in the storm. He went over the breakdown of the proposal and the costs involved and explained why this is important for continuity of operations. Discussion followed.

Esarco/Flower motion to approve the LW Allen proposal with a not to exceed amount of \$89,377. Passed unanimously.

Lyon/Hedlund motion to go into closed session pursuant to Wis. Stat. 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session specifically regarding the proposal for environmental services provided by SCS Engineers.

Motion passed unanimously on a roll call vote. The Commission convened into closed session at 4:58pm.

Hedlund/Binn motion to return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session.

Motion passed on a roll call vote 6-1 with Flower voting no. The Commission returned to open session at 5:11pm.

Hedlund/Lyon motion to direct staff to contract with SCS Engineers for services as discussed in closed session. Passed 6-1. Flower voted no.

Adjourn

Hedlund/Binn motion to adjourn at 5:14pm. Passed unanimously.

/s/ Jo Busch, Office Manager

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE
LAKE GENEVA UTILITY COMMISSION**

#5

Compliance Maintenance Annual Report

Lake Geneva Wastewater Treatment Plant

Last Updated: Reporting For:
7/21/2020 2019

DNR Response to Resolution or Owner's Statement

Name of Governing Body or Owner:

Lake Geneva Utility Commission

Date of Resolution or Action Taken:

2020-07-15

Resolution Number:

2020-01

Date of Submittal:

7/24/2020

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = A

Permittee Response:

DNR Response:

Influent flow and loadings were well within the design capacity of the WWTF.

Effluent Quality: BOD: Grade = A

Permittee Response:

DNR Response:

Effluent BOD levels were fairly low, indicating there is a high level of treatment.

Effluent Quality: Nitrogen: Grade = B

Permittee Response:

DNR Response:

Effluent nitrogen levels were also fairly low, with only one month above the 10 mg/L limit (10.6 mg/L) due to cold weather and equipment being out of service.

Groundwater: Grade = D

Permittee Response:

The Lake Geneva WWTP historically has been unable to meet Groundwater Enforcement Standards for Chlorides (250 mg/L) throughout the year, as there is no treatment process currently in place to remove chlorides. While the WWTP effluent chloride concentrations have been reduced by over 20% in the last 5 year period, an additional 25 mg/L or 10% reduction in chlorides is needed to comply with the GES. With the refocusing of the Chloride Source Reduction Measures Plan in 2018, we anticipate a continued downward trend of chloride concentrations in the WWTP effluent in coming years.

DNR Response:

The Lake Geneva Utility Commission has put in a good amount of work in this permit term to complete chloride source reduction measures and meet the groundwater enforcement standard of 250 mg/L. I look forward to seeing more documentation and discussion of the City's chloride source reduction efforts in the 2020 annual progress report which is due December 31, 2020 per Section 5.1 of the permit.

Biosolids Quality and Management: Grade = A

Compliance Maintenance Annual Report

Lake Geneva Wastewater Treatment Plt

Last Updated: Reporting For:

7/21/2020

2019

Permittee Response:

DNR Response:

Looks good. I noticed that the most recent soil test reports we have are from 2015. I will follow up with a separate email about this to make sure we have everything we need for continued land application of biosolids under Lake Geneva's WPDES permit.

Staffing: Grade = A

Permittee Response:

DNR Response:

Operator Certification: Grade = A

Permittee Response:

DNR Response:

Financial Management: Grade = A

Permittee Response:

DNR Response:

The attention to detail provided in this section looks good.

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

Permittee Response:

An SSO was experienced as a result of a lift station force main break . The break was able to be repaired immediately following it being identified and the required notifications were subsequently filed.

DNR Response:

This SSO event has been closed out and no further specific action is required.

In general, the attention to detail provided in this section looks good.

Regarding the CMOM, please make sure that an annual review and update occurs according to NR 210.23(5)(b) Wis. Adm. Code. Goals should be evaluated to help determine the success of the CMOM program during the annual review/update. It is recommended that the developed goals are realistic and measurable to assist with the annual audits.

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 3.26

Permittee Response:

DNR G.P.A. Response:

Compliance Maintenance Annual Report

Lake Geneva Wastewater Treatment Plt

Last Updated: Reporting For:
7/21/2020 **2019**

DNR CMAR Overall Response:

Thank you for completing the 2019 CMAR for the Lake Geneva Utility Commission. Everything is in order. Based on the grading for 2019 and the requirements in ch. NR 208, Wis. Adm. Code, no further action is required for this report.

**Please note that the phone number listed below is not in service. My work cell phone number is (414)399-3039.

DNR Reviewer: Lent, Nicholas

Phone: (414) 263-8623

Address: 2300 N Dr Martin Luther King Jr Dr, Milwaukee, WI 53212

Date: 9/4/2020

#10

LAKE GENEVA UTILITY COMMISSION

BUDGET COMPARISON THRU:

8 / 2020

FUND 61 - WASTEWATER UTILITY

REVENUES	Current Month	YTD	2020 Budgeted	Variance (YTD vs Budget)	YTD % of 2020 Budget 66.7%	YTD Look Back 2019	YTD Look Back 5 Year Avg.
INTEREST EARNED	260	10,302	46,900	-36,598	21.97%	25,324	12,702
CUSTOMER SALES	36,428	961,379	1,984,950	-1,023,571	48.43%	996,580	759,165
OTHER REVENUE	853	5,176	9,250	-4,074	55.96%	7,329	8,546
CAPITAL CONTRIBUTIONS	20,515	96,980	139,875	-42,895	69.33%	125,328	91,910
TOTAL REVENUES	58,057	1,073,837	2,180,975	-1,107,138	49.24%	1,154,561	872,324
EXPENSES							
TOTAL OUTSIDE SERVICES	15,563	178,456	358,319	-179,863	49.80%	167,946	140,451
TOTAL OPERATING EXPENSES	3,141	21,000	38,050	-17,050	55.19%	19,898	19,473
TOTAL INSURANCE	0	13,562	27,350	-13,788	49.59%	12,292	18,237
TOTAL SALARY & BENEFITS	53,293	348,069	621,526	-273,457	56.00%	328,580	355,791
TOTAL LAB SUPPLIES	977	12,221	21,200	-8,979	57.65%	13,389	11,017
TOTAL MISCELLANEOUS EXPENSE	0	232	2,150	-1,918	10.79%	723	1,344
TOTAL MAINTENANCE	8,124	85,242	368,500	-283,258	23.13%	110,667	96,184
TOTAL OPERATION & MAINTENANCE EXPENSES	81,098	658,782	1,437,095	-778,313	45.84%	653,495	642,497
REVENUES OVER O&M EXPENSES	-23,041	415,055	743,880	-328,825		501,066	229,827
TOTAL CAPITAL OUTLAY	20,162	42,887	351,400	-308,513	12.20%	127,961	259,852
REVENUES OVER TOTAL EXPENSES	-43,204	372,168	392,480	-20,312		373,105	-30,025
TOTAL CASH TRANSFERS	29,840	55,950	389,075	-333,125	14.38%	574,171	-12,789
CASH BALANCE	-73,044	316,218	3,405	312,813		-201,066	-17,235
TOTAL DEPRECIATION	0	0	0	0	0.00%	0	0
FUND CASH AND INVESTMENT SUMMARY							
	<u>Opening Balance</u>	<u>Period Activity</u>	<u>Ending Balance</u>				
Wastewater Utility Fund Cash	1,137,517	-32,004	1,105,512				
LGIP #10 - Capital Project Fund	675,406	76	675,481				
LGIP #11 - Debt Service Fund	0	0	0				
LGIP #12 - Impact Fee Fund	718,519	81	718,600				
LGIP #13 - Equipment Replacement Fund	922,836	104	922,940				
TOTAL WASTEWATER CASH AND INVESTMENT	3,454,278	-31,744	3,422,534				

LAKE GENEVA UTILITY COMMISSION

BUDGET COMPARISON THRU:

8 / 2020

FUND 62 - WATER UTILITY

REVENUES	Current Month	YTD	2020 Budgeted	Variance (YTD vs Budget)	YTD % of 2020 Budget 66.7%	YTD Look Back 2019	YTD Look Back 5 Year Avg.
INTEREST EARNED	155	6,070	26,200	-20,130	23.17%	13,781	5,086
CUSTOMER SALES	19,332	833,684	1,735,500	-901,816	48.04%	846,988	758,593
OTHER REVENUE	2,358	242,415	696,736	-454,321	34.79%	237,311	219,170
CAPITAL CONTRIBUTIONS	18,590	87,880	501,750	-413,870	17.51%	109,174	78,900
TOTAL REVENUES	40,434	1,170,049	2,960,186	-1,790,137	39.53%	1,207,254	1,061,749
EXPENSES							
TOTAL SOURCE OF SUPPLY - OPERATION	5,203	32,423	67,150	-34,727	48.28%	38,738	37,273
TOTAL SOURCE OF SUPPLY - MAINTENANCE	215	5,156	17,200	-12,044	29.98%	13,107	11,154
TOTAL PUMPING EXPENSE - OPERATION	6,734	43,801	76,750	-32,949	57.07%	42,873	45,989
TOTAL PUMPING EXPENSE - MAINTENANCE	244	3,894	30,000	-26,106	12.98%	4,967	10,205
TOTAL WATER TREATMENT - OPERATION	5,878	68,872	98,350	-29,478	70.03%	54,562	51,922
TOTAL WATER TREATMENT - MAINTENANCE	4,883	37,765	64,800	-27,035	58.28%	49,954	47,004
TOTAL TRANS. & DISTRIBUTION - OPERATION	3,294	21,053	41,200	-20,147	51.10%	25,761	27,880
TOTAL TRANS. & DISTRIBUTION - MAINTENANCE	19,381	79,778	682,000	-602,222	11.70%	94,156	92,636
TOTAL CUSTOMER ACCOUNTS	7,843	46,035	63,825	-17,790	72.13%	38,922	41,621
TOTAL ADMIN & GENERAL OPERATIONS	30,524	223,180	413,361	-190,181	53.99%	253,020	293,351
TOTAL OTHER EXPENSES	26,000	208,000	325,000	-117,000	64.00%	208,000	104,001
TOTAL OPERATION & MAINTENANCE EXPENSES	110,199	769,958	1,879,636	-1,109,678	40.96%	824,060	763,036
REVENUES OVER O&M EXPENSES	-69,765	400,092	1,080,550	-680,458		383,194	298,713
TOTAL CAPITAL OUTLAY	276,559	341,488	938,700	-597,212	36.38%	113,312	203,860
REVENUES OVER TOTAL EXPENSES	-346,324	58,604	141,850	-83,246		269,882	94,853
TOTAL CASH TRANSFERS	50,774	50,774	138,750		36.59%	297,683	-52,517
CASH BALANCE	-397,098	7,830	3,100	4,730		-27,801	147,370
TOTAL DEPRECIATION	0	0	0	0	0%	0	61,774
FUND CASH AND INVESTMENT SUMMARY							
	<u>Opening Balance</u>	<u>Period Activity</u>	<u>Ending Balance</u>				
Water Utility Fund Cash	886,629	-161,916	724,713				
LGIP #1 - Capital Project Fund	376,405	42	376,447				
LGIP #2 - Impact Fee Fund	640,182	72	640,254				
LGIP #3 - Equipment Replacement Fund	360,002	40	360,043				
TOTAL WATER FUND CASH AND INVESTMENT	2,263,218	-161,761	2,101,457				

#7

Report Criteria:

Detail report.

Invoices with totals above \$5000.00 included.

Paid and unpaid invoices included.

Invoice Detail.GL account (2 Characters) = "61","62"

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
61				
ALLIANT ENERGY				
2809540000-2	08/14/2020	HASKINS ST SEWER PLANT	61-00-00-52520 UTILITY-ELECTRICITY-PLANT	13,690.23
2809540000-2	09/01/2020	201 HASKINS ST SEWER PLAN	61-00-00-52520 UTILITY-ELECTRICITY-PLANT	11,256.26
Total ALLIANT ENERGY:				24,946.49
Total 61:				24,946.49
62				
DIXON ENGINEERING INC				
20-7023	08/21/2020	DODGE RAISING-RECOATING	62-00-00-10700 CONSTRUCTION WORK IN PROCESS	12,050.00
20-7140	09/16/2020	DODGE TOWER RECOATING	62-00-00-10700 CONSTRUCTION WORK IN PROCESS	8,505.00
Total DIXON ENGINEERING INC:				20,555.00
MSA PROFESSIONAL SERVICES INC				
R07815004.0-1	08/20/2020	DODGE TOWER CONSTRUCTIO	62-00-00-10700 CONSTRUCTION WORK IN PROCESS	4,880.00
Total MSA PROFESSIONAL SERVICES INC:				4,880.00
PITTSBURGH TANK & TOWER CO				
PITTSBURGPA	07/28/2020	DODGE TOWER PROJECT-PAY	62-00-00-10700 CONSTRUCTION WORK IN PROCESS	120,128.26
Total PITTSBURGH TANK & TOWER CO:				120,128.26
CORE & MAIN LP				
M884884	08/27/2020	FITTINGS & VALVE BOXES	62-00-00-15000 MATERIAL-SUPPLIES	1,984.00
M884884	08/27/2020	FXU RADIOS	62-00-00-34600 METERS	10,510.00
Total CORE & MAIN LP:				12,494.00
MARTELLE WATER TREATMENT				
20379	08/18/2020	WELLHOUSE CHLORINE	62-00-00-60200 CHEMICALS	721.16
20379	08/18/2020	HYDROFLUOSILICIC ACID & CH	62-00-00-64100 CHEMICALS	5,131.64
Total MARTELLE WATER TREATMENT:				5,852.80
MSA PROFESSIONAL SERVICES INC				
R07815004.0-1	08/20/2020	DODGE TOWER SYSTEM MOD	62-00-00-92300 OUTSIDE SERVICES EMPLOYED	352.50
Total MSA PROFESSIONAL SERVICES INC:				352.50
Total 62:				164,262.56
Grand Totals:				189,209.05

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Invoice Detail.GL account (2 Characters) = "61","62"

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
61				
NORTHERN LAKE SERVICE INC				
383962	08/27/2020	WEEKLY NITROGEN TESTING	61-00-00-52100 LABORATORY SERVICES	178.60
384331	08/19/2020	WEEKLY NITROGEN TESTING	61-00-00-52100 LABORATORY SERVICES	178.60
384916	08/25/2020	WEEKLY NITROGEN TESTING	61-00-00-52100 LABORATORY SERVICES	178.60
385554	09/02/2020	WEEKLY NITROGEN TESTING &	61-00-00-52100 LABORATORY SERVICES	196.60
385646	09/03/2020	WEEKLY NITROGEN TESTING	61-00-00-52100 LABORATORY SERVICES	178.60
386405	09/14/2020	WEEKLY NITROGEN TESTING	61-00-00-52100 LABORATORY SERVICES	178.60
Total NORTHERN LAKE SERVICE INC:				1,089.60
CLIFTON LARSON ALLEN LLP				
2602950	08/31/2020	2019 AUDIT-FINAL	61-00-00-52120 ACCTG CONSULTANT REES/AUDITING	237.50
Total CLIFTON LARSON ALLEN LLP:				237.50
WE ENERGIES				
0062-843-645-	09/04/2020	191 HASKINS DE-WATERING BL	61-00-00-52500 UTILITY-GAS-PLANT	9.57
6024-403-732-	09/04/2020	201 HASKINS WWTF SEWER PL	61-00-00-52500 UTILITY-GAS-PLANT	26.79
8468-292-380-	09/04/2020	191 HASKINS WEST BLDG STO	61-00-00-52500 UTILITY-GAS-PLANT	9.57
4026-567-004-	09/03/2020	EDGEWOOD LIFT STN	61-00-00-52505 UTILITY-GAS-COLLECTION SYSTEM	10.62
5873-681-278-	09/09/2020	860 LAGRANGE DR LIFT STATI	61-00-00-52505 UTILITY-GAS-COLLECTION SYSTEM	24.26
5881-700-273-	08/10/2020	2400 S LAKE SHORE BIG FOOT	61-00-00-52505 UTILITY-GAS-COLLECTION SYSTEM	10.98
5881-700-273-	09/09/2020	2400 S SHORE-BIG FOOT LIFT	61-00-00-52505 UTILITY-GAS-COLLECTION SYSTEM	15.88
Total WE ENERGIES:				107.67
ALLIANT ENERGY				
1438750000-2	09/01/2020	191 HASKINS ST DEWATER BLD	61-00-00-52520 UTILTITY-ELECTRICITY-PLANT	185.99
2809540000-2	08/14/2020	HASKINS ST SEWER PLANT	61-00-00-52520 UTILTITY-ELECTRICITY-PLANT	13,690.23
2809540000-2	09/01/2020	201 HASKINS ST SEWER PLAN	61-00-00-52520 UTILTITY-ELECTRICITY-PLANT	11,256.26
5077530000-2	09/01/2020	361 W MAIN ST SIGN	61-00-00-52520 UTILTITY-ELECTRICITY-PLANT	12.00
9746710000-2	09/01/2020	361 MAIN ST HALLWAY	61-00-00-52520 UTILTITY-ELECTRICITY-PLANT	154.66
Total ALLIANT ENERGY:				25,299.14
KAESTNER AUTO ELECTRIC CO				
342575	08/26/2020	FLAGS & PARTS	61-00-00-52520 UTILTITY-ELECTRICITY-PLANT	119.98
Total KAESTNER AUTO ELECTRIC CO:				119.98
ALLIANT ENERGY				
0553610000-2	09/01/2020	361 MAIN ST CC LIFT	61-00-00-52525 UTILTITY-ELECTRICITY-COLL SYS	55.94
1411800000-20	09/01/2020	LAGRANGE DR LIFT STN	61-00-00-52525 UTILTITY-ELECTRICITY-COLL SYS	120.44
2779710000-2	09/01/2020	MARIANE TER LIFT STN	61-00-00-52525 UTILTITY-ELECTRICITY-COLL SYS	40.95
3079550000-2	09/01/2020	MAXWELL ST LIFT STN	61-00-00-52525 UTILTITY-ELECTRICITY-COLL SYS	27.61
3271130000-20	09/01/2020	BAYVIEW DR LIFT STN	61-00-00-52525 UTILTITY-ELECTRICITY-COLL SYS	29.85
5994110000-20	09/01/2020	361 STATE ROAD 120 BIG FOOT	61-00-00-52525 UTILTITY-ELECTRICITY-COLL SYS	140.73
9629610000-2	09/01/2020	EDGEWOOD DR LIFT STN	61-00-00-52525 UTILTITY-ELECTRICITY-COLL SYS	85.93

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total ALLIANT ENERGY:				501.45
FIRST BANKCARD				
554328602382	08/25/2020	SD CARD READER	61-00-00-53050 COMPUTER EXPENSE	13.59
Total FIRST BANKCARD:				13.59
VELOCITY				
2020042	09/15/2020	12 SEATS MICROSOFT EXCHA	61-00-00-53050 COMPUTER EXPENSE	123.00
Total VELOCITY:				123.00
FIRST BANKCARD				
554328602402	08/27/2020	OFFICE CHAIRS	61-00-00-53100 OFFICE SUPPLIES EXPENSE	166.61
Total FIRST BANKCARD:				166.61
MARTIN GROUP				
1266361	08/20/2020	SERVICE CONTRACT/COPIES	61-00-00-53100 OFFICE SUPPLIES EXPENSE	93.02
Total MARTIN GROUP:				93.02
OFFICE DEPOT				
114801687001	08/11/2020	COPY PAPER, PENS, SCREEN	61-00-00-53100 OFFICE SUPPLIES EXPENSE	52.09
Total OFFICE DEPOT:				52.09
TIME WARNER CABLE				
719553801082	08/22/2020	INTERNET SVC-AUG	61-00-00-53100 OFFICE SUPPLIES EXPENSE	37.49
Total TIME WARNER CABLE:				37.49
AT&T				
262248231135	08/13/2020	AUGUST TELEPHONE	61-00-00-53110 TELEPHONE EXPENSE	162.70
Total AT&T:				162.70
AT&T LONG DISTANCE				
RE AUG	09/04/2020	262-248-2394 AUG	61-00-00-53110 TELEPHONE EXPENSE	2.66
Total AT&T LONG DISTANCE:				2.66
US CELLULAR				
0388080913	08/04/2020	WWTF-MONTHLY PHONE BILL	61-00-00-53110 TELEPHONE EXPENSE	145.52
0393418500	09/04/2020	WWTF MONTHLY PHONE BILL	61-00-00-53110 TELEPHONE EXPENSE	144.46
Total US CELLULAR:				289.98
PITNEY BOWES GLOBAL LEASE				
3311914453	08/30/2020	POSTAGE METER LEASE ACCT	61-00-00-53120 POSTAGE	86.52
Total PITNEY BOWES GLOBAL LEASE:				86.52
FURGER, DEREK				
FURGER08242	08/24/2020	REIMB GATEWAY TUITION	61-00-00-53320 CONFERENCES & SCHOOL	311.46
FURGER08242	08/24/2020	REIMB GATEWAY CLASS LAB M	61-00-00-53320 CONFERENCES & SCHOOL	43.74

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
FURGER09162	09/16/2020	REIMB ADVANCED WW CERT R	61-00-00-53320 CONFERENCES & SCHOOL	100.00
Total FURGER, DEREK:				455.20
AMERICAN INDUSTRIAL MEDICAL				
22421	08/14/2020	HEARING TESTS-SAFETY	61-00-00-53900 FIRST AID & SAFETY SUPPLIES	18.00
Total AMERICAN INDUSTRIAL MEDICAL:				18.00
UNITED LABORATORIES				
INV297337	09/03/2020	HAND SANITIZER	61-00-00-55000 COVID-19 EXPENDITURES	201.60
Total UNITED LABORATORIES:				201.60
CULLIGAN OF BURLINGTON				
500X02503502	08/31/2020	LAB WATER	61-00-00-64000 LABORATORY SUPPLIES	124.20
Total CULLIGAN OF BURLINGTON:				124.20
DUNN LUMBER				
803017	09/15/2020	PACKING TAPE-LAB	61-00-00-64000 LABORATORY SUPPLIES	8.99
Total DUNN LUMBER:				8.99
AURORA HEALTH CARE				
906362	08/30/2020	DOT DRUG SCREENS	61-00-00-92600 EMPLOYEE BENEFITS	24.00
Total AURORA HEALTH CARE:				24.00
SECURIAN FINANCIAL GROUP				
OCT 2020 UTL	09/11/2020	OCT 2020 LIFE INS	61-00-00-92630 LIFE INSURANCE EXPENSE	6.76
Total SECURIAN FINANCIAL GROUP:				6.76
CINTAS CORPORATION LOC 447				
4057713758	08/04/2020	WWTF UNIFORMS	61-00-00-92650 UNIFORM/CLOTHING EXPENSE	58.93
4058308870	08/11/2020	WWTF UNIFORMS	61-00-00-92650 UNIFORM/CLOTHING EXPENSE	58.93
4058983282	08/18/2020	WWTF UNIFORMS	61-00-00-92650 UNIFORM/CLOTHING EXPENSE	58.93
4059609981	08/25/2020	WWTF UNIFORMS	61-00-00-92650 UNIFORM/CLOTHING EXPENSE	58.93
Total CINTAS CORPORATION LOC 447:				235.72
HOME DEPOT CREDIT				
1010093	08/04/2020	HOSE COUPLER FOR WATER H	61-00-00-93500 MAINT-LAB BLDG	20.65
Total HOME DEPOT CREDIT:				20.65
DUNN LUMBER				
802611	09/10/2020	BAR SCREEN/WASHER COMPA	61-00-00-93601 MAINT-HEADWORKS EQUIP	38.47
802927	09/14/2020	GLUE-BAR SCREEN CONTROL	61-00-00-93601 MAINT-HEADWORKS EQUIP	3.59
Total DUNN LUMBER:				42.06
DRIVE SYSTEMS TECHNOLOGY INC				
21518	06/05/2020	DIGESTER VFD SERVICE CALL	61-00-00-93602 MAINT-DIGESTERS EQUIP	346.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total DRIVE SYSTEMS TECHNOLOGY INC:				346.00
DUNN LUMBER				
801998	09/02/2020	SUBMERSIBLE PUMP	61-00-00-93603 MAINT-PROCESS EQUIP	116.99
800246	08/14/2020	HD BULB-TRAILER MAINT	61-00-00-93700 MAINT-VEHICLES & EQUIP	2.69
801445	08/27/2020	WASH HOSE REPAIR SUPPLIES	61-00-00-93700 MAINT-VEHICLES & EQUIP	42.24
Total DUNN LUMBER:				161.92
ITU ABSORB TECH INC				
7533073	08/21/2020	SHOP RAGS	61-00-00-93700 MAINT-VEHICLES & EQUIP	30.90
Total ITU ABSORB TECH INC:				30.90
LAKESIDE INTERNATIONAL LLC				
2232725P	09/20/2020	TURBO TUBE KIT-TRUCK# 27 M	61-00-00-93700 MAINT-VEHICLES & EQUIP	173.55
Total LAKESIDE INTERNATIONAL LLC:				173.55
DOWN TO EARTH CONTRACTORS INC				
7424	09/11/2020	RAISE MANHOLE LID MADISON	61-00-00-93810 MAINT-MAINS	488.25
Total DOWN TO EARTH CONTRACTORS INC:				488.25
DUNN LUMBER				
801445	08/27/2020	MH REPAIRS-CONCRETE MIX	61-00-00-93810 MAINT-MAINS	9.99
Total DUNN LUMBER:				9.99
UNITED LABORATORIES				
INV297337	09/03/2020	LINE MINER SEWER MAIN MAIN	61-00-00-93810 MAINT-MAINS	525.00
Total UNITED LABORATORIES:				525.00
ALLIANT ENERGY				
2524220000-2	09/01/2020	E STATE ROAD 50 GATE	61-00-00-93820 MAINT-RECEIVING STATION	16.10
Total ALLIANT ENERGY:				16.10
UNITED LABORATORIES				
INV295859	08/17/2020	WEED KILLER,MARK REMOVER	61-00-00-93820 MAINT-RECEIVING STATION	685.12
Total UNITED LABORATORIES:				685.12
ALLIANT ENERGY				
0548850000-2	09/01/2020	E STATE ROAD 50 SEEPAGE	61-00-00-93830 MAINT-SEEPAGE CELLS/POND	33.24
Total ALLIANT ENERGY:				33.24
DUNN LUMBER				
802922	09/14/2020	PLUG-SEEPAGE CELL MW MAI	61-00-00-93830 MAINT-SEEPAGE CELLS/POND	.89
Total DUNN LUMBER:				.89
UNITED LABORATORIES				
INV295859	08/17/2020	WEED KILLER	61-00-00-93830 MAINT-SEEPAGE CELLS/POND	1,975.88

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total UNITED LABORATORIES:				1,975.88
ADVANCE AUTO PARTS				
719302445246	08/31/2020	FUSES FOR ELEC GATE OPEN	61-00-00-93910 MAINTENANCE-OTHER	20.99
Total ADVANCE AUTO PARTS:				20.99
Total 61:				33,988.01
62				
DIXON ENGINEERING INC				
20-7023	08/21/2020	DODGE RAISING-RECOATING	62-00-00-10700 CONSTRUCTION WORK IN PROCESS	12,050.00
20-7024	08/21/2020	DODGE RAISING-CARRIERS	62-00-00-10700 CONSTRUCTION WORK IN PROCESS	344.25
20-7140	09/16/2020	DODGE TOWER RECOATING	62-00-00-10700 CONSTRUCTION WORK IN PROCESS	8,505.00
Total DIXON ENGINEERING INC:				20,899.25
HOME DEPOT CREDIT				
8022340	08/27/2020	DODGE PAINT TEMP ELECTRIC	62-00-00-10700 CONSTRUCTION WORK IN PROCESS	42.90
Total HOME DEPOT CREDIT:				42.90
MSA PROFESSIONAL SERVICES INC				
R07815004.0-1	08/20/2020	DODGE TOWER CONSTRUCTIO	62-00-00-10700 CONSTRUCTION WORK IN PROCESS	4,880.00
Total MSA PROFESSIONAL SERVICES INC:				4,880.00
PITTSBURGH TANK & TOWER CO				
PITTSBURGPA	07/28/2020	DODGE TOWER PROJECT-PAY	62-00-00-10700 CONSTRUCTION WORK IN PROCESS	120,128.26
Total PITTSBURGH TANK & TOWER CO:				120,128.26
CORE & MAIN LP				
M884884	08/27/2020	FITTINGS & VALVE BOXES	62-00-00-15000 MATERIAL-SUPPLIES	1,984.00
M884884	08/27/2020	FXU RADIOS	62-00-00-34600 METERS	10,510.00
Total CORE & MAIN LP:				12,494.00
CHASE CARD SERVICES				
7531-09/20	08/21/2020	CLEANER-COVID	62-00-00-55000 COVID-19 EXPENDITURES	28.01
Total CHASE CARD SERVICES:				28.01
MARTELLE WATER TREATMENT				
20379	08/18/2020	WELLHOUSE CHLORINE	62-00-00-60200 CHEMICALS	721.16
Total MARTELLE WATER TREATMENT:				721.16
ALLIANT ENERGY				
1455110000-20	09/03/2020	361 MAIN ST WELL 2	62-00-00-60300 MISC EXPENSES & UTILITY	937.69
3483700000-2	09/01/2020	WAVERLY ST WELL 3	62-00-00-60300 MISC EXPENSES & UTILITY	250.83
9727450000-2	09/01/2020	HASKINS ST WELL 5	62-00-00-60300 MISC EXPENSES & UTILITY	817.98
Total ALLIANT ENERGY:				2,006.50

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
WE ENERGIES				
4410-883-577-	09/04/2020	WAVERLY ST PUMP HSE-WELL	62-00-00-60300 MISC EXPENSES & UTILITY	9.57
5271-603-363-	09/04/2020	216 HASKINS ST WELLHOUSE #	62-00-00-60300 MISC EXPENSES & UTILITY	9.57
Total WE ENERGIES:				19.14
HOME DEPOT CREDIT				
2025411	08/03/2020	EPOXY-PAINT FOR WELL#4 FLO	62-00-00-61100 STRUCTURE & IMPRVMT	33.98
Total HOME DEPOT CREDIT:				33.98
ALLIANT ENERGY				
3479620000-2	09/01/2020	DODGE ST BOOSTER	62-00-00-62300 PUMPING POWER PURCHASED	137.57
5764250000-2	09/02/2020	361 MAIN ST ENG RM	62-00-00-62300 PUMPING POWER PURCHASED	3,759.87
7170610000-2	09/01/2020	1401 CENTER ST BOOSTER	62-00-00-62300 PUMPING POWER PURCHASED	201.52
Total ALLIANT ENERGY:				4,098.96
WE ENERGIES				
3047-052-436-	09/04/2020	1401 CENTER ST BOOSTER ST	62-00-00-62300 PUMPING POWER PURCHASED	12.43
3478-672-073-	09/04/2020	361 MAIN WATER DEPT MAIN B	62-00-00-62300 PUMPING POWER PURCHASED	29.47
Total WE ENERGIES:				41.90
ADVANCE AUTO PARTS				
406785512	04/21/2020	REFUND OVERPYMT INV 71930	62-00-00-63300 MAINT PUMPING EQUIP	19.02-
719302023681	07/20/2020	OIL & FILTER-CENTER ST GENE	62-00-00-63300 MAINT PUMPING EQUIP	33.74
Total ADVANCE AUTO PARTS:				14.72
MARTELLE WATER TREATMENT				
20379	08/18/2020	HYDROFLUOSILICIC ACID & CH	62-00-00-64100 CHEMICALS	5,131.64
Total MARTELLE WATER TREATMENT:				5,131.64
ALLIANT ENERGY				
9746710000-2	09/01/2020	361 MAIN ST HALLWAY	62-00-00-64200 LABOR & EXPENSES (LAB)	154.65
Total ALLIANT ENERGY:				154.65
HOME DEPOT CREDIT				
1023650	07/15/2020	WEDGE ANCHO, SHELF BRACK	62-00-00-64200 LABOR & EXPENSES (LAB)	35.51
1202166	07/15/2020	STRUT CHANNELS, NYLON CO	62-00-00-64200 LABOR & EXPENSES (LAB)	48.40
171722	07/16/2020	WIRE, CLAMPS, CONDUIT-PLA	62-00-00-64200 LABOR & EXPENSES (LAB)	151.46
Total HOME DEPOT CREDIT:				235.37
IDEXX DISTRIBUTION CORP				
3070975196	09/08/2020	QUANTI-CULT - BACTI LAB QUA	62-00-00-64200 LABOR & EXPENSES (LAB)	258.09
3070975197	09/08/2020	COLISURE-BACTI MEDIA	62-00-00-64200 LABOR & EXPENSES (LAB)	819.32
Total IDEXX DISTRIBUTION CORP:				1,077.41
NORTHERN LAKE SERVICE INC				
384048	08/14/2020	WDNR LEAD & COPPER TESTI	62-00-00-64200 LABOR & EXPENSES (LAB)	264.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total NORTHERN LAKE SERVICE INC:				264.00
WI STATE LABORATORY OF HYGIENE				
643934	08/31/2020	FLOURIDE SPLIT SAMPLE	62-00-00-64200 LABOR & EXPENSES (LAB)	26.00
Total WI STATE LABORATORY OF HYGIENE:				26.00
FIRST BANKCARD				
554328602392	08/26/2020	BACK UP BATTERY CONTROL P	62-00-00-64300 MISC EXPENSE	16.99
Total FIRST BANKCARD:				16.99
HOME DEPOT CREDIT				
9022906	07/07/2020	HIGH LUMEN UTILITY BULB-EX	62-00-00-64300 MISC EXPENSE	20.04
Total HOME DEPOT CREDIT:				20.04
DUNN LUMBER				
802242	09/04/2020	WEED TRIMMER STRING	62-00-00-65100 PLANT MAINTENANCE	5.99
Total DUNN LUMBER:				5.99
ALLIANT ENERGY				
0984330000-2	09/01/2020	750 WILD RIDGE DR WATER TO	62-00-00-66100 MAINT OPS-STANDPIPES	170.95
5201710000-2	09/01/2020	1887 DODGE ST TOWER	62-00-00-66100 MAINT OPS-STANDPIPES	26.89
Total ALLIANT ENERGY:				197.84
HOME DEPOT CREDIT				
8011613	08/27/2020	FISH TAPE	62-00-00-66500 MISC EXPENSE LICENSE & TOOLS	74.97
Total HOME DEPOT CREDIT:				74.97
DUNN LUMBER				
799669	08/10/2020	DODGE TOWER MAIN VALVE R	62-00-00-67200 RESERVOIR & STANDPIPES	24.56
800175	08/14/2020	DODGE TOWER MAIN VALVE R	62-00-00-67200 RESERVOIR & STANDPIPES	11.47
Total DUNN LUMBER:				36.03
HOME DEPOT CREDIT				
8014593	07/08/2020	REPLACEMENT LINES, KEYS, D	62-00-00-67200 RESERVOIR & STANDPIPES	290.50
8010380	08/07/2020	COUPLINGS & NIPPLES-CURB	62-00-00-67500 MAINT SERVICES & CURB BOX	35.18
Total HOME DEPOT CREDIT:				325.68
USA BLUE BOOK				
336320	08/21/2020	DIGGERS HOTLINE MARKING P	62-00-00-67500 MAINT SERVICES & CURB BOX	585.58
Total USA BLUE BOOK:				585.58
DUNN LUMBER				
802511	09/09/2020	CAULK, CABLE TIES, UTILITY K	62-00-00-67600 MAINT OF METERS	31.35
802607	09/10/2020	RELEASE RATCHET-TOOLS FO	62-00-00-67600 MAINT OF METERS	16.19
Total DUNN LUMBER:				47.54

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
FIRST BANKCARD				
554328601962	07/14/2020	METER WIRE CONNECTORS	62-00-00-67600 MAINT OF METERS	71.94
Total FIRST BANKCARD:				71.94
HOME DEPOT CREDIT				
2015142	07/14/2020	SCREW EYES, BULKEM, THER	62-00-00-67600 MAINT OF METERS	94.25
9171792	07/17/2020	INUSE COVER, WAX WIRE LUB	62-00-00-67600 MAINT OF METERS	17.16
Total HOME DEPOT CREDIT:				111.41
DOWN TO EARTH CONTRACTORS INC				
7413	09/01/2020	HYDRANT REPLACEMENT @ S	62-00-00-67700 MAINT OF HYDRANTS	2,832.00
Total DOWN TO EARTH CONTRACTORS INC:				2,832.00
OTTO JACOBS				
122406	08/17/2020	SOMMERSET HYDRANT REPLA	62-00-00-67700 MAINT OF HYDRANTS	780.00
Total OTTO JACOBS:				780.00
CINTAS CORPORATION LOC 447				
4057713758	08/04/2020	WATER UNIFORMS	62-00-00-90200 METER READING EXPENSE	63.64
4058308870	08/11/2020	WATER UNIFORMS	62-00-00-90200 METER READING EXPENSE	63.64
4058983282	08/18/2020	WATER UNIFORMS	62-00-00-90200 METER READING EXPENSE	63.64
4059609981	08/25/2020	WATER UNIFORMS	62-00-00-90200 METER READING EXPENSE	63.64
Total CINTAS CORPORATION LOC 447:				254.56
AT&T				
262248231135	08/13/2020	AUGUST TELEPHONE	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	162.70
Total AT&T:				162.70
AT&T LONG DISTANCE				
RE AUG	09/04/2020	262-248-0589 AUG	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	.43
RE AUG	09/04/2020	262-248-3211 AUG	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	8.16
Total AT&T LONG DISTANCE:				8.59
ECKERT, SCOTT				
ECKERT09022	09/03/2020	REIMB CEU & WATER CERT RE	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	154.90
Total ECKERT, SCOTT:				154.90
FIRST BANKCARD				
554173401961	07/13/2020	DNR CERT RENEWAL-GAJEWS	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	.79
554173401961	07/13/2020	DNR CERT RENEWAL-GAJEWS	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	45.00
554328602402	08/27/2020	OFFICE CHAIRS	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	166.61
Total FIRST BANKCARD:				212.40
MARTIN GROUP				
1266361	08/20/2020	SERVICE CONTRACT/COPIES	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	93.01
Total MARTIN GROUP:				93.01

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
OFFICE DEPOT				
114801687001	08/11/2020	COPY PAPER, PENS, SCREEN	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	52.10
Total OFFICE DEPOT:				52.10
PITNEY BOWES GLOBAL LEASE				
3311914453	08/30/2020	POSTAGE METER LEASE ACCT	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	86.52
Total PITNEY BOWES GLOBAL LEASE:				86.52
SHI COMPUTERS				
B12095762	08/06/2020	UC FIREWALL SUPPORT	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	342.85
Total SHI COMPUTERS:				342.85
TIME WARNER CABLE				
719553801082	08/22/2020	INTERNET SVC-AUG	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	37.49
Total TIME WARNER CABLE:				37.49
US CELLULAR				
0388080913	08/04/2020	WATER MONTHLY PHONE BILL	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	145.51
0393418500	09/04/2020	WATER MONTHLY PHONE BILL	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	144.46
Total US CELLULAR:				289.97
VELOCITY				
2020042	09/15/2020	12 SEATS MICROSOFT EXCHA	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	123.00
Total VELOCITY:				123.00
CLIFTON LARSON ALLEN LLP				
2602950	08/31/2020	2019 AUDIT-FINAL	62-00-00-92300 OUTSIDE SERVICES EMPLOYED	237.50
Total CLIFTON LARSON ALLEN LLP:				237.50
MSA PROFESSIONAL SERVICES INC				
R07815004.0-1	08/20/2020	DODGE TOWER SYSTEM MOD	62-00-00-92300 OUTSIDE SERVICES EMPLOYED	352.50
Total MSA PROFESSIONAL SERVICES INC:				352.50
STAFFORD ROSENBAUM LLP				
1241568	08/24/2020	LEGAL FEES-FORMER SPEED	62-00-00-92300 OUTSIDE SERVICES EMPLOYED	200.00
Total STAFFORD ROSENBAUM LLP:				200.00
AMERICAN INDUSTRIAL MEDICAL				
22421	08/14/2020	HEARING TESTS-SAFETY	62-00-00-92600 EMPLOYEE PENSIONS & BENEFITS	18.00
Total AMERICAN INDUSTRIAL MEDICAL:				18.00
AURORA HEALTH CARE				
906362	08/30/2020	DOT DRUG SCREENS	62-00-00-92600 EMPLOYEE PENSIONS & BENEFITS	24.00
Total AURORA HEALTH CARE:				24.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
SECURIAN FINANCIAL GROUP				
OCT 2020 UTL	09/11/2020	OCT 2020 LIFE INS	62-00-00-92630 LIFE INSURANCE EXPENSE	18.20
Total SECURIAN FINANCIAL GROUP:				18.20
FIRST BANKCARD				
554328602002	07/18/2020	AMAZON PRIME MEMBERSHIP	62-00-00-93000 MISCELLANEOUS GENERAL EXP	12.99
554328602312	08/18/2020	AMAZON PRIME MEMBERSHIP	62-00-00-93000 MISCELLANEOUS GENERAL EXP	12.99
Total FIRST BANKCARD:				25.98
HOME DEPOT CREDIT				
11518	08/25/2020	WINDOW REPAIRS-PVC BOARD	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	65.51
Total HOME DEPOT CREDIT:				65.51
KAESTNER AUTO ELECTRIC CO				
342575	08/26/2020	FLAGS & PARTS	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	175.96
Total KAESTNER AUTO ELECTRIC CO:				175.96
RC PORTABLE WELDING				
8104	08/25/2020	FLAG POLE REPAIR	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	180.00
Total RC PORTABLE WELDING:				180.00
Total 62:				180,519.60
Grand Totals:				214,507.61

Pittsburgh Tank - 120,128.26
 Approved by Comm 8/17/2020
 Customer Refunds 138.50
94,517.85

Dated: _____
 Mayor: _____
 City Council: _____

 City Recorder: _____



Lake Geneva Utility Commission

#8

Dennis Lyon, President
Josh Gajewski, Utility Director

Jeff Ecklund, Water Superintendent
Ken Bauman, Wastewater Superintendent

361 W. Main Street P.O. Box 187 Lake Geneva, WI 53147 Phone (262) 248-2311
www.lgutilitycommission.com

TO: Lake Geneva Utility Commission
FROM: Josh Gajewski, Utility Director
SUBJECT: September 2020 Director's Report

OPERATIONS UPDATE

Water Operations

The Dodge Tower Project - Bid #1 has reached final completion and the recoating work outlined in Bid #2 is expected to reach substantial completion by the end of September. If work progresses as planned, the tower will be put back into service in early October.

Fall hydrant flushing is currently scheduled to begin in early October and notices will be posted accordingly for customers.

Wastewater Operations

Staff is nearing completion of the collection system cleaning and inspections scheduled for 2020, which included approximately 20% of the system.

The headworks equipment that was approved in July has been reinstalled and was put back in service in early September. During the same period, one of the WWTP influent pumps was pulled from service and is in the process of having an apparent electrical issue repaired.

The ongoing coating issues and warranty claim on the two newest aerobic digesters at the WWTP may be reaching a final resolution. The manufacturer has indicated they will be replacing the damaged wall sections and are currently working on a schedule to complete the field work.

Office & Administration Operations

We are pleased to have welcomed SFC Brandon McKaig back to his role as our Meter Foreman on September 8th after a 12-month deployment with the Wisconsin Army National Guard.

We are excited to congratulate Operator Derek Furger on obtaining his Advanced Wastewater Operator Certification through the Wisconsin DNR.

A preliminary draft of the 2021 Utility Capital Project requests will be presented for discussion at the meeting. We anticipate the following meeting schedule for the 2021 budget process: October – Draft Budget Presentation, November – Budget Adoption, and December reserved as a contingency for adoption if needed.

September 2020 Utility Commission Agenda: Background & Requested Action

9. Dodge Tower Raising and Coating Project – Bid #1 – Pay Request #3

As submitted, Pittsburg Tank and Tower Co. Inc. has requested payment for work completed and stored material costs incurred to date. During the final stages of the project, the scope of work was reduced for the painter's ring and ancillary work, to expedite the project completion schedule. The Bid #2 Contractor assumed that work scope and will be compensated an equal amount of the noted reduction for Bid #1 (\$17,300). This pay request was reviewed by our project engineer and is recommended for payment as presented.

Action is recommended to approve Pay Request #3 from Pittsburg Tank and Tower Co, Inc. for Bid #1 of the Dodge Tower Raising and Coating project as submitted, in an amount not to exceed \$118,192.98.

10. 2020 Sanitary Sewer CCTV Proposals

The Utility drafted an RFP for the cleaning and televising of various areas of sanitary sewer collection system. A summary of the responsive vendors is included in packets for review. You will note two different work areas outlined, the first was drafted within budgetary allocations and the second area is an additional work area along the Main St. corridor that the Utility would like to have completed in response to a potential WisDOT road project. Due to the suspension of projects earlier in the year because of projected revenue shortfalls, the Utility does have financing available to complete the additional work area in 2020.

Action is recommended to approve the 2020 Sanitary Sewer CCTV work for the Primary Project Area and Additional W. Main St. Work Area, as quoted by Great Lake TV Seal, Inc.

11. Utility Uniform Contract and Policy Changes

A memo pertaining to this item has been drafted and is included in packets for review.

Staff recommends approval of the proposed changes to the Utility's uniform and dress policy, and further recommends budgetary funding be approved for the Wastewater and Water Utilities uniform program for budget year 2020, not to exceed an additional \$2,000.

12. Preliminary 2021 Capital Project Requests

Staff has drafted a preliminary list of revolving maintenance and capital projects that are requested to be funded in the 2021 Budgets. As the O&M portion of the budgets are drafted, these items will be reviewed and presented again at upcoming Commission meetings.

No action is recommended by staff at this time

13. Closed Session

Staff will provide additional information to the Commissioners on the noticed item at the meeting.

#9

Contractor's Application For Payment No. 3

To (Owner): LAKE GENEVA UTILITY COMMISSION Project: DODGE WATER TOWER RAISING AND COATING BID #1 Owner's Contract No.:	Application Period: Aug 2020 From (Contractor): PITTSBURG TANK & TOWER Contract: Contractor's Project No.: 220010
Application Date: Aug 26, 2020 Notice to Proceed Date: MAY 26, 2020 Via (Engineer): MSA PROFESSIONAL SERVICES, INC. Engineer's Project No.: 07815004.1	

Application for Payment

Change Order Summary

Approved Change Orders Number	Additions	Deductions	
1	\$ 19,999.98		
2		\$ (17,300.00)	
TOTALS			-\$17,300.00
NET CHANGE BY CHANGE ORDERS			\$2,699.98

1. ORIGINAL CONTRACT PRICE \$ 364,260.00
2. Net change by Change Orders \$ 2,699.98
3. CURRENT CONTRACT PRICE (Line 1 ± 2) \$ 366,959.98
4. TOTAL COMPLETED AND STORED TO DATE (Column G on Progress Estimate) \$ 366,959.98
5. RETAINAGE:
 - a. 5% x \$ 18,347.99 Work Completed
 - b. % x \$ 18,347.99 Stored Material
 - c. Total Retainage (Line 5a + Line 5b) \$ 18,347.99
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c) \$ 348,611.99
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application) \$ 230,419.01
8. AMOUNT DUE THIS APPLICATION \$ 118,192.98
9. BALANCE TO FINISH, PLUS RETAINAGE (Column I on Progress Estimate + Line 5 above) \$ 18,347.99

Contractor's Certification

The undersigned Contractor certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: *David Bryant* Date: 8/26/20

Payment of: \$ 118,192.98
 (Line 8 or other - attach explanation of other amount)

is recommended by: *David Bryant* (Engineer)

Payment of: \$ _____
 (Line 8 or other - attach explanation of other amount)

is approved by: _____ (Owner)

Approved by: _____ Funding Agency (if applicable)

Progress Estimate

Contractor's Application

Item		A		B		C		D		E		F		G		H		I	
Bid Item No.	Description	Bid Quantity	Unit Price	Bid Value	From Previous Application		Work Completed Quantity this Period	Value this Application	Materials Presently Stored (not in C or E)	Total Completed and Stored to Date (C + E + F)	%	Balance to Finish (B - G)							
					From Previous Application	Work Completed Period													
1.1	Mobilization, Bonds and Insurance	1	\$35,720.00	\$35,720.00	\$	28,576.00	\$	0.20	\$7,144.00	\$0.00	\$35,720.00	100%	\$0.00						
1.2	Roof Handrail, 18-foot Diameter	1	\$8,500.00	\$8,500.00	\$	8,500.00	\$			\$0.00	\$8,500.00	100%	\$0.00						
1.3	Painter's Ring, 20-foot Diameter (Removed)	1	\$6,750.00	\$6,750.00	\$	3,375.00	\$	0.50	\$3,375.00	\$0.00	\$6,750.00	100%	\$0.00						
1.4	Extend Access Tube and 30-inch Roof Hatch	1	\$9,275.00	\$9,275.00	\$	4,637.50	\$	0.50	\$4,637.50	\$0.00	\$9,275.00	100%	\$0.00						
1.5	Replace Platform Opening with 30-inch and Cover	2	\$2,000.00	\$4,000.00	\$	1,000.00	\$	1.00	\$3,000.00	\$0.00	\$4,000.00	100%	\$0.00						
1.6	Replace 12-inch Expansion Joint with Bellows-Type	1	\$8,800.00	\$8,800.00	\$	4,400.00	\$	0.50	\$4,400.00	\$0.00	\$8,800.00	100%	\$0.00						
1.7	Install Chemical Feed Line Coupling (Removed)	1	\$750.00	\$750.00	\$		\$	1.00	\$750.00	\$0.00	\$750.00	100%	\$0.00						
1.8	Remove Fixed Ladder Cage	1	\$4,500.00	\$4,500.00	\$		\$	1.00	\$4,500.00	\$0.00	\$4,500.00	100%	\$0.00						
1.9	Replace Condensate Drain	1	\$1,200.00	\$1,200.00	\$		\$	1.00	\$1,200.00	\$0.00	\$1,200.00	100%	\$0.00						
1.10	Replace Mud Valve and Connecting Piping	1	\$1,500.00	\$1,500.00	\$		\$	1.00	\$1,500.00	\$0.00	\$1,500.00	100%	\$0.00						
1.11	Remove Remnant Tripod Bases	1	\$750.00	\$750.00	\$	750.00	\$	-	\$0.00	\$0.00	\$750.00	100%	\$0.00						
1.12	Replace Wet Interior Marway Gasket	1	\$200.00	\$200.00	\$		\$	1.00	\$200.00	\$0.00	\$200.00	100%	\$0.00						
1.13	Overflow Discharge Modification (Removed)	1	\$2,500.00	\$2,500.00	\$		\$	1.00	\$2,500.00	\$0.00	\$2,500.00	100%	\$0.00						
1.14	Drain Discharge Modification	1	\$2,500.00	\$2,500.00	\$		\$	1.00	\$2,500.00	\$0.00	\$2,500.00	100%	\$0.00						
1.15	Remove Double Pod	1	\$2,500.00	\$2,500.00	\$	2,500.00	\$	-	\$0.00	\$0.00	\$2,500.00	100%	\$0.00						
1.16	Cable Supports and Brackets	1	\$3,000.00	\$3,000.00	\$	1,500.00	\$	0.50	\$1,500.00	\$0.00	\$3,000.00	100%	\$0.00						
1.17	Electrical	1	\$9,480.00	\$9,480.00	\$		\$	1.00	\$9,480.00	\$0.00	\$9,480.00	100%	\$0.00						
1.18	Raise Tower 30 feet and Structural Improvements	1	\$255,335.00	\$255,335.00	\$	178,240.30	\$	0.63	\$77,094.70	\$0.00	\$255,335.00	100%	\$0.00						
1.A2	Replace Wet Interior Roof Hatch with 30-inch	1	\$3,000.00	\$3,000.00	\$	1,500.00	\$	0.50	\$1,500.00	\$0.00	\$3,000.00	100%	\$0.00						
1.A3	Extend Ladder through Condensate Platform	1	\$1,500.00	\$1,500.00	\$	750.00	\$	0.50	\$750.00	\$0.00	\$1,500.00	100%	\$0.00						
1.A4	Pivoting Rest Seat	1	\$1,000.00	\$1,000.00	\$		\$	1.00	\$1,000.00	\$0.00	\$1,000.00	100%	\$0.00						
1.A5	LED Double Obstruction Light	1	\$1,500.00	\$1,500.00	\$		\$	1.00	\$1,500.00	\$0.00	\$1,500.00	100%	\$0.00						
Change Order #1		1	\$19,999.98	\$19,999.98	\$	6,817.52	\$	65.91	\$13,182.46	\$0.00	\$19,999.98	100.00%	\$0.00						
Change Order #2		1	-\$17,300.00	-\$17,300.00	\$		\$		-\$17,300.00	\$0.00	-\$17,300.00	100%	\$0.00						
Totals				\$366,959.98	\$242,546.32			66%	\$124,413.66	\$0.00	\$366,959.98		\$0.00						



**Lake Geneva Utility Commission
Wastewater Utility
2020 CCTV Request for Proposal Summary**

#10

Primary Project Area

Item No.	Description of Work	Unit	Qty.	Duke's Root Control		Great Lakes TV Seal		Visu-Sewer	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1.1	Mobilization & Demobilization	LS	1	\$ -	\$ -	\$ 600.00	\$ 600.00	\$ -	\$ -
1.2	Light Cleaning & Televising Sewer Main	LF	22,700	\$ 1.63	\$ 37,001.00	\$ 0.91	\$ 20,657.00	\$ 1.65	\$ 37,455.00
1.3	Heavy Cleaning Sewer Main	LF	1,000	\$ 0.80	\$ 800.00	\$ 0.45	\$ 450.00	\$ 1.65	\$ 1,650.00
1.4	Root Cutting Sewer Main	LF	500	\$ 0.90	\$ 450.00	\$ 0.30	\$ 150.00	\$ 1.00	\$ 500.00
1.5	Easement Cleaning & Televising	LF	6,300	\$ 1.87	\$ 11,781.00	\$ 0.98	\$ 6,174.00	\$ 1.65	\$ 10,395.00
				SUBTOTAL	\$ 50,032.00	SUBTOTAL	\$ 28,031.00	SUBTOTAL	\$ 50,000.00

Additional W. Main St. Work Area

Item No.	Description of Work	Unit	Qty.	Duke's Root Control		Great Lakes TV Seal		Visu-Sewer	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
2.1	Mobilization & Demobilization	LS	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2.2	Light Cleaning & Televising Sewer Main	LF	9,400	\$ 1.90	\$ 17,860.00	\$ 0.91	\$ 8,554.00	\$ 1.95	\$ 18,330.00
2.3	Heavy Cleaning Sewer Main	LF	1,000	\$ 0.80	\$ 800.00	\$ 0.45	\$ 450.00	\$ 1.65	\$ 1,650.00
2.4	Root Cutting Sewer Main	LF	500	\$ 0.90	\$ 450.00	\$ 0.30	\$ 150.00	\$ 1.00	\$ 500.00
2.5	Easement Cleaning & Televising	LF	1,100	\$ 1.87	\$ 2,057.00	\$ 0.98	\$ 1,078.00	\$ 1.95	\$ 2,145.00
				SUBTOTAL	\$ 21,167.00	SUBTOTAL	\$ 10,232.00	SUBTOTAL	\$ 22,625.00
				TOTAL	\$ 71,199.00	TOTAL	\$ 38,263.00	TOTAL	\$ 72,625.00
				Est. Start:	November 1, 2020	Est. Start:	Nov - Dec 2020	Est. Start:	January 2021
				Est. Completion:	November 31, 2020	Est. Completion:	Hopeful YE 2020	Est. Completion:	Spring 2021



Lake Geneva Utility Commission

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Dennis Lyon, President
Josh Gajewski, Utility Director

Jeff Ecklund, Water Superintendent
Ken Bauman, Wastewater Superintendent

361 W. Main Street P.O. Box 187 Lake Geneva, WI 53147 Phone (262) 248-2311
www.lgutilitycommission.com

TO: Lake Geneva Utility Commission
FROM: Josh Gajewski, Utility Director
SUBJECT: Uniform Contract & Policy Change
DATE: September 15, 2020

Background

The Utility has historically provided uniforms to operational and supervisory staff within the Water and Wastewater Utility through a contracted vendor. The vendor provides an inventory of shirts and pants for each employee, along with laundry and repairs services. The current uniform program is administered through a five-year contract, which is scheduled to expire October 27, 2020.

Current Actions

In anticipation of the end of contract, staff performed a comprehensive assessment of the cost of services and reviewed the overall efficiency of the current uniform program.

As a result of the evaluation, it is believed that the Utility could realize an annual savings of approximately 25% or \$2,000 if the current uniform program were amended. To achieve those savings, staff recommends that a new uniform and dress policy be implemented, which would be a hybrid of the current Utility policy and policies used within other City Departments.

The proposed hybrid approach would provide employees with a portion of their daily dress as uniforms, along with providing an annual clothing allotment for the remaining workwear. The proposed uniform pieces would be provided by and remain the property of the Utility, while the clothing allotment would be incorporated into payroll as taxable income, and any items purchased by the employee with the allotment would remain the employees.

While the Utility would have to make an upfront investment to start the new policy, staff believes that this approach would provide a more efficient policy than the current one and may offer additional cost savings above the current projections as the program continues beyond the second and third year.

Should the Commission be in favor of the proposed change, staff will finalize the necessary revisions to the uniform and dress policy and obtain the uniform inventory for implementation in conjunction with the expiration of the current uniform contract.

Recommended Action

Staff recommends approval of the proposed changes to the Utility's uniform and dress policy, and further recommends budgetary funding be approved for the Wastewater and Water Utilities uniform program for budget year 2020, not to exceed an additional \$2,000.



City of Lake Geneva Utility Commission

Preliminary Expense Request Summary 2021 Budget Year

#12

Requested Project	Project #	Location	Project Type	Estimated Cost
FUND 61				
Clarifier Dome Painting	WW18-01	WWTP	Maintenance	\$ 70,000
Headworks & Digester L.L. Paint	WW18-04	WWTP	Maintenance	\$ 42,500
Exterior Painting - Var. Serv. Bldgs.	WW18-07	WWTP	Maintenance	\$ 6,500
Collection System Televising	WW18-11	Collection System	Maintenance	\$ 30,000
*Cemetery Rd. Extension	WW18-15	Collection System	New	\$ 400,000
WWTP SCADA System Upgrade	WW19-03	WWTP	Upgrade	\$ 175,000
Operations Needs Report	WW19-05	WWTP	Study	\$ 25,000
Public Facilities Needs Assessment	WW19-06	System Wide	Study	\$ 25,000
Collection System Smoke Testing	WW20-02	Collection System	Maintenance	\$ 50,000
Manhole Rehabilitation	WW20-03	Collection System	Rehabilitation	\$ 48,750
Sewer Main Root Control	WW20-04	Collection System	Maintenance	\$ 10,000
Lift Station Control Panel - LG & CC	WW20-06	Collection System	Upgrade	\$ 19,500
Sewer Main Lining	WW20-07	Collection System	Rehabilitation	\$ 75,000
Septage Receiving Station	WW21-01	WWTP	Upgrade	\$ 275,000
Ditch Lighting Upgrade	WW21-02	WWTP	Upgrade	\$ 8,000
Crack Seal & Patching	WW21-03	WWTP	Maintenance	\$ 18,000
Manhole Invert Surveying	WW21-04	Collection System	Maintenance	\$ 7,000
Headworks Potable Water Piping	WW21-05	WWTP	Rehabilitation	\$ 25,000
Ventilation & Exhaust Fans	WW21-06	WWTP	Replacement	\$ 7,500
Camel Jet Vac Debris Tank	WW21-07	Equipment	Rehabilitation	\$ 5,000
Center St. Tower Standby Generator	WW21-08	Equipment	New	\$ 1,000

Wastewater Subtotal \$ **1,323,750**

FUND 62

Water Meter New & Replacement	DW18-05	Distribution	Replacement	\$67,500
Hydrant Coating	DW18-08	Distribution	Maintenance	\$70,000
Leak Survey	DW18-09	Distribution	Maintenance	\$20,000
*Cemetery Rd. Extension	DW18-10	Distribution	New	\$170,000
Boost Pump A2 Pull and Inspect	DW19-02	WTP	Maintenance	\$17,500
Dodge Tower Project Retainage	DW19-05	Distribution	Upgrade & Maintenance	
Public Facilities Needs Assessment	DW19-07	System Wide	Study	\$25,000
Boost Pump B3 Pull and Inspect	DW20-01	WTP	Maintenance	\$17,500
Filter Plant B Rehabilitation	DW20-02	WTP	Rehabilitation	\$275,000
Warren St. Main	DW20-04	Distribution	New	\$125,000
Sky Ln. Main	DW21-01	Distribution	New	\$45,000
Reservoir #3 Roof	DW21-02	Groundwater	Replacement	\$35,000
Reservoir #3 Internal Refurbishment	DW21-03	Groundwater	Rehabilitation	\$22,000
Plant B Intake Pipe Gallery	DW21-04	WTP	Maintenance	\$36,500
Well #2 Rehabilitation	DW21-05	Groundwater	Rehabilitation	\$65,000
Center St. Tower Standby Generator	DW21-06	Distribution	New	\$4,000
WTP Roof	DW21-07	WTP	Replacement	\$15,500
WTP Windows	DW21-08	WTP	Replacement	\$20,000
WTP Awnings	DW21-09	WTP	Replacement	\$7,000

Water Subtotal \$ **1,037,500**