



**OFFICIAL MEETING PACKET OF THE  
PUBLIC WORKS & UTILITY COMMITTEE**

**CHAIRPERSON/TRUSTEE NATE FIENE PRESIDING  
PUBLIC WORKS DIRECTOR MICHAEL WODALSKI; STAFF ADVISOR**

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This regular monthly meeting of the Public Works & Utility Committee, composed of five (5) appointed members, will convene, during the 21st session of the elected Board of Trustees, at ***Weston Municipal Center, which is located at 5500 Schofield Avenue, Weston, on MONDAY, September 14, 2020, at 4:30 p.m.***



**Village of Weston, Wisconsin  
ATTENTION – NOTICE OF PUBLIC MEETING**

Meeting: **PUBLIC WORKS & UTILITY COMMITTEE**

Members: **Hubbard, Jensen, Fiene, Zeyghami, Ziegler**

Ex-Officio: **Donner, Wodalski**

Date/Time: **Monday, September 14, 2020, at 4:30 p.m.**

Location: **Weston Municipal Center, 5500 Schofield Avenue, Weston, WI 54476**

Agenda: **The agenda packet will be sent out 3 days prior to the meeting.**

**Attendance: Committee members, Department Directors, and other guests, please indicate if you will, or will not, be attending so we may determine in advance if there will be a quorum with an RSVP to the Staff Advisor(s):**

<b><u>RSVP:</u></b>	<b>Michael Wodalski</b> <a href="mailto:mwodalski@westonwi.gov">mwodalski@westonwi.gov</a> <b>(715) 359-6114</b>	<b>Keith Donner</b> <a href="mailto:kdonner@westonwi.gov">kdonner@westonwi.gov</a> <b>(715) 359-6114</b>
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**PLEASE NOTE THE FOLLOWING INFORMATION:**

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This notice was posted at the Municipal Center, and on the Village's website at [www.westonwi.gov](http://www.westonwi.gov), and was emailed to local media outlets (Print, TV, and Radio) on 9/11/2020 @ 2:33 pm.. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting.

A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above-noticed meeting to gather information. Should a quorum of other government bodies be present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993). Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting.

Any person who has a qualifying disability, as defined by the Americans with Disabilities Act, requiring that meeting or material to be in an accessible location or format, must contact the Weston Municipal Center at 715-359-6114, so any necessary arrangements can be made to accommodate each request.



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN  
OFFICIAL MEETING AGENDA OF THE PUBLIC WORKS & UTILITY COMMITTEE**

TO THE HONORABLE TRUSTEE NATE FIENE AND FOUR (4) APPOINTED MEMBERS OF THE PUBLIC WORKS COMMITTEE: The following items were listed on the agenda in the Village Clerk’s Office, in accordance with Chapter 2 of the Village’s Municipal Code and will be ready for your consideration at the next regular meeting of the Public Works Committee which has been scheduled for MONDAY, SEPTEMBER 14, 2020 @ 4:30 P.M., in the Board Room, at the Weston Municipal Center.

A quorum of members from other Village governmental bodies (boards, commissions, and committees) might attend the above-noticed meeting to gather information. Should a quorum of other government bodies be present at this meeting it would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993). No official actions other than those of the Public Works Committee shall take place.

Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting.

**AGENDA ITEMS**

1. Meeting called to order by Committee Chair Fiene.
2. Welcome, introductions and acknowledgement of guests.
3. Roll Call by Recording Secretary – Nate Fiene {C}, Tom Hubbard, John Jensen, Hooshang Zeyghami, Jon Ziegler {VC}
4. *Approval of 8/10/20 minutes.*

**PUBLIC COMMENTS**

**Join Zoom Meeting by Computer (audio only meeting to make comments):**

<https://zoom.us/j/5961119493>

**Join Zoom Meeting by Phone (audio only meeting to make comments):**

+1 312 626 6799

Meeting ID: 596 111 9493

**ACKNOWLEDGE WORK PRODUCT TRANSMITTALS**

5. Acknowledgement of water and sewer permits and applications.

5009 Quirt Sann Dr	Paid
3002 Barclay Way	Paid
1006 Lemke Ave	Paid



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN  
OFFICIAL MEETING AGENDA OF THE PUBLIC WORKS & UTILITY COMMITTEE**

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3308 Monte Carlo Dr	Paid
5103 Look St	Paid
7200 Stonefield Trail	Paid

- 6. Acknowledge Aquatic Center Slide Repair Contract
- 7. Acknowledge Park Shelter and Bathroom Painting Contract

**EDUCATION, PRESENTATIONS, AND REPORTS**

- 8. 2020 Public Works and Utilities Budget Status Report

**POLICY DISCUSSIONS AND RECOMMENDATIONS**

- 9. Discussion and possibly recommendation on Special Assessments for Ryan St River Crossing Utility Main Extension Project on Apache Ln
- 10. Discussion on implementing a Dig Once Policy
- 11. Discussion and possible recommendation on median treatments at Ross Ave and CR-X

**RESOLUTIONS/ORDINANCES**

- 12. Resolution 2020-011 to Approve Compliance Maintenance Annual Report (CMAR) for Weston Sewer Utility and Submit to the Wisconsin Department of Natural Resources

**FUTURE ITEMS**

- 13. Next meeting date(s):

• Monday, October 12, 2020 @ 4:30 p.m.	Regular Meeting
• Monday, October 12, 2020 @ 5:00 p.m.	Special Joint Meeting
• Monday, November 9, 2020 @ 4:30 p.m.	Regular Meeting
• Monday, December 14, 2020 @ 4:30 p.m.	Regular Meeting
• Monday, January 11, 2021 @ 4:30 p.m.	Regular Meeting
• Monday, February 8, 2021 @ 4:30 p.m.	Regular Meeting
• Monday, March 8, 2021 @ 4:30 p.m.	Regular Meeting

- 14. Topics for future meetings

- 15. Remarks from Administrator

- 16. Remarks from Staff

- a) CIP Project Status Updates
  - (i) Weston School Neighborhood East Reconstruction
  - (ii) Callon Avenue Utility Extension
  - (iii) Frontage and Evergreen Watermain Replacement

- b) Operations Staff Updates
  - (i) 2020 Street Maintenance Activities



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN  
OFFICIAL MEETING AGENDA OF THE PUBLIC WORKS & UTILITY COMMITTEE**

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- 1. 2020 Fall Leaf and Brush Pickup
- (ii) 2020 Utilities Activities

17. Remarks from Committee members.

18. Announcements.

**ADJOURNMENT BY 6 P.M.**

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**Village of Weston, Wisconsin**  
**OFFICIAL MEETING MINUTES OF THE PUBLIC WORKS & UTILITY COMMITTEE**  
**Monday, August 10, 2020, at 4:30 p.m.**

**AGENDA ITEMS**

- 1. Meeting called to order by Chairman – Nate Fiene at 4:30 p.m.**
- 2. Welcome, introductions and acknowledgement of guests.**

None.

**3. Roll Call by Recording Secretary Coleman:**

Nate Fiene {C}	Present
Hooshang Zeyghami	Present
Jon Ziegler {VC}	Excused
John Jensen	Present
Tom Hubbard	Present

**4. Approval of 7/13/20 minutes.**

M/S/P Hubbard/Jensen: Approve the minutes from the Public Works Meeting  
From 7/13/20.

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

Nate Fiene {C}	Yes
Hooshang Zeyghami	Yes
Jon Ziegler {VC}	Excused
John Jensen	Yes
Tom Hubbard	Yes

**5. Approval of 7/13/20 Joint Meeting Minutes**

M/S/P Zeyghami/Jensen: Approve the minutes from the Joint Meeting  
from 7/13/20.

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

Nate Fiene {C}	Yes
Hooshang Zeyghami	Yes
Jon Ziegler {VC}	Excused
John Jensen	Yes
Tom Hubbard	Yes

**Public Comments.**

None

**Join Zoom Meeting by Computer (audio only meeting to make comments):**  
<https://zoom.us/j/92159521496>

**Join Zoom Meeting by Phone (audio only meeting to make comments):**  
+1 312 626 6799 US (Chicago)

Meeting ID: 921 5952 1496

## **ACKNOWLEDGE WORK PRODCUT TRANSMITTALS**

### **6. Acknowledgement of water and sewer permits and applications.**

None.

## **EDUCATION, PRESENTATIONS, AND REPORTS**

### **7. 2020 Public Works and Utilities Budget Status Report**

Wodalski indicates 58% of the year is complete and the Public Works, Water Utility, Sanitary Sewer Utility and Storm Water Utility are all under the 58% of budget spent for 2020. Some items causing the difference between the 2019 and 2020 percentages in Public Works is the timing of various surface maintenance projects. One item to note for the water utility is the purchased water amount for the Kerry well, which combined with the well rehab has contributed to a larger expense in 2020 as compared to 2019.

M/S/P Hubbard/Zeyghami: Acknowledge Budget Status Report.

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

Nate Fiene {C}	Yes
Hooshang Zeyghami	Yes
Jon Ziegler {VC}	Excused
John Jensen	Yes
Tom Hubbard	Yes

## **POLICY DISCUSSIONS AND RECOMMENDATIONS**

### **8. Discussion and Recommendation to the Board of Trustees to award the contract for Wayfinding Sign Installation to Finishing Touch Signs**

Zeyghami asked about the project schedule. Chartrand said once awarded, the project would take 8-10 weeks to complete. This project has been delayed throughout the year as the Request For Proposals was sent out in March and with some of the things that happened this year it was delayed. Zeyghami said we should set a specific completion date for the project. Chartrand stated we had to extend the proposal due date by one month, but we are at the point we are ready to award the project. Finishing Touch was the low proposer. They will be using

break away posts and will meet UV protection, graffiti resistance, etc.. Chartrand has all the proposals if the committee wishes to look through them. Chartrand gave cited several projects Finishing Touch has completed for other companies such as Aspirus Hospital and Langlade Hospital. Those projects were similar with break away signs and right of way signs. Chartrand did check references and they were adequate.

M/S/P Zeyghami/Jensen: Approved contract to be awarded to Finishing Touch Signs for a price of \$68,368 (plus permits and fees) paid for with the Village of Weston Room Tax, but to be done by a specific date.

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

Nate Fiene {C}	Yes
Hooshang Zeyghami	Yes
Jon Ziegler {VC}	Excused
John Jensen	Yes
Tom Hubbard	Yes

#### **9. Callon Avenue Utility Extension Construction Services Contract**

Wodalski stated the construction portion of the project is currently out for bid, with the bid opening Wednesday, August 12. REI provided the design and they are also the hired engineer for the private development. Having the same engineer for design and construction helps with costs savings and there is the continuity of one firm being involved start to finish.

M/S/P Jensen/Hubbard: Recommendation to approve the proposal from REI for construction services for the Callon Ave/Swidorski Utility Extensions for a price of \$23,500..

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

Nate Fiene {C}	Yes
Hooshang Zeyghami	Yes
Jon Ziegler {VC}	Excused
John Jensen	Yes
Tom Hubbard	Yes

#### **10. Discussion on Special Assessments for Ryan St River Crossing Utility Main Extension Project**

Wodalski stated the Village approved the design contract for this project earlier this summer to loop the watermain across the Eau Claire River and expand sewer service availability north of the river. Zeyghami stated we should stub sewer and water at all of the intersections. Wodalski said the Committee has discussed the main extension policy in the past without coming to a clear conclusion. By extending the water connection across the river, we are reinforcing the system on the north side by providing a second crossing of the river. This is important because if something were to happen to the existing pipe crossing at Ross Ave, the north side could potentially

be out of water. There is a well on the north side but operating the well to meet system pressure is not the ideal setup for a long outage. Looking at the water utility tariff there are 3 stated rules in terms of extending mains. The options are:

- A. The cost of the extension shall be immediately collected through assessments by the municipality against the abutting property.
- B. The developer option where the private developer pays for 100% of the utility extension costs.
- C. When a customer connects to a transmission main or connecting loop installed at utility expense within 10 years of the date of completion, there will be a contribution required of an amount equivalent to that which would have been assessed under A above.

We want to make sure we are capturing the intention of the Committee/Village Board within the assessment for this project. The special assessment can be setup differently based on the project type. For the Zinser project, the golf course had their lateral installed as part of the project and will be assessed upon project completion. But on the same project we opted to defer the costs for the farm field for the first 10 years – at that 10-year mark, they would have to pay the assessment or at the sale it would be paid.

Donner said discussions with residents on the north side in the past included street reconstruction costs with the water and sewer assessment costs which totaled about \$30,000 per lot. Donner said by removing the street assessment, the projected per lot assessment around \$22,000 puts this closer in line with the cost of a replacement well and septic system. Zeyghami asked 8-inch pipe, would they only pay the 8-inch cost even if we put in a 10-inch pipe. Hubbard asked if the estimate included a lateral to the curb or right of way. Wodalski said yes, to both, assessments are based on an 8-inch pipe and a lateral would be installed to prevent the need to dig in the street in the future. Zeyghami thinks it is a good idea to put laterals in upfront as it will be easier to connect and won't disturb the road. Wodalski said the only street impacted with the proposed project is Apache and the short western part of Trotzer. Donner said this may be a topic that expands in that neighborhood down the road. Hubbard said it is good to have it out there but because the Village is trying to do the loop they are going to say they don't need it. Wodalski said we can check with Marathon County to see if any septic systems have failed recently and what the age of the existing systems are.

Fiene asked if under option C, would that require homeowners to connect within 10 years or would that be elective on their behalf. Donner said if we are following Public Service Commission on financial rules you are not supposed to collect on a Capital Project beyond 10 years if you have not special assessed it. Donner said we could look at the options on how the assessment could be carried forward past year 10 by utilizing the sewer utility as the assessing utility. The question to answer is, "Where do we draw the line?", by rights the people have to replace their well or septic. Donner said some of the older systems are shallow and may end up with a mound system. Fiene asked if staff has already spoken with members of the Public that are in the affected area. Donner said that is what Wodalski's questions are about.

Hubbard thinks we should follow what we have set up at the golf course. Zeyghami stated that there is a law that if it's available they have to hook up within 1 year. Donner said the law was changed 15 years ago. Donner said in this case if we are near the cost of septic/well replacement. Wodalski said replacement septic wells low end 15,000 and high end \$21,000, another \$5,000 to connect to Public Utility. Wodalski said the estimated assessments would be about \$22,000. The estimated special assessment was calculated on a per lot basis, not based on street frontage. Wodalski said there are 22 lots involved along the main. Donner said if the lot is divisible then you would have two assessments. Donner doesn't think there are any like that.

Donner is suggesting letting them have 10 years to connect, not deferring out. Donner said now and next meeting we'll come up with our recommendation along those lines. Acknowledge 10 years to connect. If you sell your house you have to pay your assessment, they should pay it as part of the sale per Zeyghami. Jensen said it seems like a lot of money to have people pay. Jensen said he understands the reason behind the project, but he can see residents being overwhelmed with the potential cost. Hubbard asked if the requirement would be to connect in 10 years. Wodalski said would have to have legal counsel likely look at any proposed policy to make sure it is possible. Option C they would be financing it on their own at year 10 there are 5 owners not connected, then the sewer utility would get 100% of the funds. Hooshang said after 10 years the costs is significantly higher. Wodalski said the costs are set. Donner said these ideas would have to be addressed at the Special Assessment Hearing.

M/S/P Zeyghami/Hubbard: Would recommend rule C for the Ryan St River Crossing Utility Main Extension Project

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

Nate Fiene {C}	Yes
Hooshang Zeyghami	Yes
Jon Ziegler {VC}	Excused
John Jensen	Yes
Tom Hubbard	Yes

## RESOLUTIONS/ORDINANCES

None.

## FUTURE ITEMS

### 11. Next Meeting date(s):

- |   |                 |
|---|-----------------|
| a. Monday, September 08, 2020 @ 4:30 p.m. | Regular Meeting |
| b. Monday, October 12, 2020, @ 4:30 p.m.  | Regular Meeting |
| c. Monday, November 9, 2020, @ 4:30 p.m.  | Regular Meeting |
| d. Monday, December 14, 2020, @ 4:30 p.m. | Regular Meeting |

e. Monday, January 11, 2020, @ 4:30 p.m.

Regular Meeting

**12. Topics for future meetings.**

None.

**13. Remarks from Administrator**

Donner said last week we had a meeting with the architect for the Municipal building, preliminary plans were sent to the Board of Trustees. Staff is preparing public relations materials.

**14. Remarks from Staff**

Swenson stated the Business Park Water Tower was cleaned. There have been a lot of Digger's Hotline Tickets called in. Swenson said the lead and copper sampling was completed. The sealcoating project for the wells, towers and lift stations is underway. Hydrant painting should start up next week. Swenson is also working on obtaining quotes for lining of manholes.

Raczkowski stated CPR is continuing concrete repairs on Schofield Ave. The chip sealing was done today.

Wodalski indicated there are two overlays outstanding one on Alta Verde where staff is still working on drainage improvement work, and an overlay on Sternberg between S Timber and Von Kanel which will be done in conjunction with Weston School which started last week. They do seem to be moving quick.

The engineering contract from AECOM for the Crestwood Acres neighborhood reconstruction project has been received. Survey work will start later this month or early September for that project.

The Public Safety building is starting this week.

As discussed earlier, surveying for the Apache Ln utility project is getting close and we're trying to get a handle on what to tell residents in regard to the Ryan Street River crossing.

For the Harlyn Lift station, the only outstanding item is getting the permanent phone line installed.

The access road for the Cedar Creek Interceptor is currently under DNR wetland review. Once we get DNR approval on the wetland delineation, the final design and easement documents can be completed.

Zinser Street utility project is now completed. Staff will be working on the final assessments for the October meeting.

Frontage and Evergreen Road watermain replacements bid opening is tomorrow (Tuesday, August 11). Callon Avenue is Wednesday, August 12.

**15. Remarks from Committee Members**

None.

**16. Announcements**

**ADJOURNMENT BY 5:15 P.M.**

VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN  
5500 SCHOFIELD AVENUE, WESTON, WI 54476  
REQUEST FOR CONSIDERATION

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<b>Public Mtg/Date:</b>	<b>Public Works Committee – 9/14/2020 Board of Trustees – 9/21/2020</b>
<b>Description:</b>	<b>Request for repairs to drop slide starter tub and open flume slide at aquatic center.</b>
<b>From:</b>	<b>Shawn Osterbrink, Director of Parks, Recreation &amp; Forestry</b>
<b>Question:</b>	<b>Should the Public Works Committee recommend to the Board of Trustees to approve awarding the contract to Fischer Brothers, LLC. to repair the starter tub on the drop slide along with gelcoat repairs where the tub bolts to the slide and maintenance to the open flume waterslide that includes gelcoat, caulking, re-coating of thin areas, bolting down start tub and fixing grating that is moving at the top of the slide tower?</b>

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### **Background**

The starter tub on the drop slide is cracked inside the tub and is chipping where it bolts to the slide. The open flume slide needs some minor maintenance including re-caulking all seams, bolt down starter tub, fixing grating, gelcoat repair that include coating thin areas and spot buffing. The cost for these projects is \$8,925 and is budgeted in the CIP as a 2020 project at \$10,000.

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<b>Attached Docs:</b>	<b>Estimate for starter tub rebuild and maintenance to open flume slide.</b>
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<b>Committee Action:</b>	<b>No prior review.</b>
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<b>Fiscal Impact:</b>	<b>\$8,925.00</b>
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<b>Recommendation:</b>	<b>Staff recommends awarding the slide repairs to Fischer Brothers, LLC.</b>
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### **Recommended Language for Official Action**

**I move to recommend awarding the slide repair projects to Fischer Brothers LLC. for \$8,925.00.**

**I move to recommend not awarding the slide repair projects to Fischer Brothers LLC.**

**Or, something else.**

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**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN  
5500 SCHOFIELD AVENUE, WESTON, WI 54476  
REQUEST FOR CONSIDERATION**

Additional action:



# Quotation

Date	Quote #	Quote Expires
9/2/2020	11725	10/02/2020

**Village of Weston  
5500 Schofield Ave  
Weston, WI 54476**

<b>TERMS</b>	<b>35% with PO, Balance Due Net 15</b>	
	Project	PO No
	<b>Starter Tub Removal/R...</b>	

Description	Total
Remove starter tub of dropslide, haul to Restoration shop. Rebuild and restore gelcoat surface of entire starter tub, then reinstall. Perform gelcoat repairs on interior surface of dropslide, on the seam where the starter tub bolts up to slide.	2,175.00

To indicate acceptance of quoted work, sign and print below  
By: \_\_\_\_\_

**Total     \$2,175.00**

\_\_\_\_\_ Date

Please print

**Fischer Bros. LLC**  
4750 W Park Avenue

Phone: 715-861-5232  
Cell: 715-214-8152  
Email: deb@watersliderestoration.com  
www.watersliderestoration.com



# Quotation

Date	Quote #	Quote Expires
9/2/2020	11727	10/02/2020

**Village of Weston  
5500 Schofield Ave  
Weston, WI 54476**

<b>TERMS</b>	<b>35% with PO, Balance Due Net 15</b>	
	Project	PO No
	<b>Interior Maintenance</b>	

Description	Total
Perform minor maintenance on interior of open flume waterslide. <ul style="list-style-type: none"> <li>• 7-10 small gelcoat repairs</li> <li>• Recaulk all seams</li> <li>• Spot buffing to remove dark smudges</li> </ul>	6,750.00

To indicate acceptance of quoted work, sign and print below  
By: \_\_\_\_\_

**Total     \$6,750.00**

\_\_\_\_\_ Date

Please print

**Fischer Bros. LLC**  
4750 W Park Avenue

Phone: 715-861-5232  
Cell: 715-214-8152  
Email: deb@watersliderestoration.com  
www.watersliderestoration.com

VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN  
5500 SCHOFIELD AVENUE, WESTON, WI 54476  
REQUEST FOR CONSIDERATION

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<b>Public Mtg/Date:</b>	<b>Public Works Committee – 9/14/2020 Board of Trustees – 9/21/2020</b>
<b>Description:</b>	<b>Request for painting of restrooms and shelter at Kennedy and shelter at Machmueller Park.</b>
<b>From:</b>	<b>Shawn Osterbrink, Director of Parks, Recreation &amp; Forestry</b>
<b>Question:</b>	<b>Should the Public Works Committee recommend to the Board of Trustees to approve awarding the contract to Omni Glass and Paint, LLC. to paint both restrooms and the shelter at Kennedy and the shelter at Machmueller Park?</b>

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### **Background**

Last year the village started the process of having the park shelters and restrooms at the parks painted. The restrooms and shelters were assessed by staff and given a priority on which order they should be painted. Last year the shelter at Sandhill and restroom at Kellyland were painted. Based on the order of priority for painting the next ones on the list are the shelter and restrooms at Kennedy and shelter at Machmueller. Omni Glass and Paint submitted a proposal for these painting projects, and they came in slightly less expensive than last year for both the shelter at Machmueller and the restroom painting on the west side of Kennedy. The painting of the Kennedy restroom on the east side is more expensive as both the inside and outside are getting painted and the shelter at Kennedy has more paintable surface than the one at Machmueller. The total cost for painting of all four facilities is \$13,505.00. There is \$10,000 budgeted in the CIP for these painting projects and additional funds budgeted in the parks general fund budget in both the building maintenance and contracted services account that are designated for painting in 2020.

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<b>Attached Docs:</b>	<b>Proposal from Omni Glass and Paint.</b>
<b>Committee Action:</b>	<b>No prior review.</b>
<b>Fiscal Impact:</b>	<b>\$13,505.00</b>
<b>Recommendation:</b>	<b>Staff recommends awarding the painting contract to Omni Glass and Paint, LLC.</b>

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### **Recommended Language for Official Action**

**I move to recommend awarding the restroom and shelter painting contract to Omni Glass and Paint for \$13,505.00.**

VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

5500 SCHOFIELD AVENUE, WESTON, WI 54476

REQUEST FOR CONSIDERATION

**I move to not recommend awarding the restroom and shelter painting contract to Omni Glass and Paint, LLC.**

**Or, something else.**

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Additional action:

**OMNI GLASS & PAINT,LLC.**

3530 OMNI DRIVE \* OSHKOSH, WISCONSIN 54904 \* COMPANY ID #1100807

PHONES:  OSHKOSH (920) 233-3333 FAX: (920) 236-7890

GREEN BAY (920) 434-7772

SCHOFIELD (715) 355-8938

**PAINT PROPOSAL #P20-286**

**Date: September 9, 2020**

To: Village of Weston

Project: Village of Weston Shelters and Bathrooms  
Weston, WI

1. This proposal super-cedes any previously given, either written or verbal, and is valid for 45 days only, unless extended at our option.
2. Subject to provision contained on this or any attached sheets making up this proposal OMNI GLASS & PAINT, INC. proposes to furnish materials and/or labor described below, for sums stated:

**Base Bid Labor, Materials and Equipment to complete the following:**

**Shelters:**

- Pressure wash and prep all steel and wood throughout
- Apply two coats of Pro Industrial DTM Acrylic to all steel columns, Beams and wood Ceiling

**Bathrooms:**

- Pressure wash and spot prime throughout
- Apply two coats of Pro Industrial DTM Acrylic through out
- Prep and paint existing Hollow metal doors and frames

**Kennedy park:**

Shelter.....\$3,450.00  
 East Bathroom Int & Ext.....\$3,980.00  
 West Bathroom Int.....\$2,950.00

**Mackmueller Park:**

Shelter.....\$3,125.00

Thank you for the opportunity to quote this project.

If you have any questions, please feel free to contact me at your convenience.

Chris Komorowski, Project Manager PH: 715-355-8938 Cell: 715-551-6354 ckomorowski@omnigp.com:

**IMPORTANT – PLEASE READ**

- Terms are Net 10 Days from date of invoice
- Past due accounts are subject to interest at the rate of 1-1/2% per month (18% annually)
- Retainages (when allowed) are due immediately upon payment from owner
- All materials used are under warranty by the manufacturer. Warranties may vary by manufacturer. Omni Glass & Paint, LLC. does not warranty materials
- Quotation excludes any overtime unless otherwise noted
- All workmanship is warranted for one year from date of installation
- It is understood that if you use your own contract form, the conditions of this quotation fully apply, unless specifically written out and mutually agreed upon
- Backcharges for any services not specifically agreed to in writing, and/or backcharges of any other nature for delays to the project caused by conditions beyond our control will not be honored and is not part of this quotations
- Seller reserves the right to stop work or delivery whenever an account is in arrears, without recourse by affected parties
- Certain species of wood have limitations to the achievable color range due to their heartwood and sap wood content. Should a color selection require dyeing or pre-staining to achieve a narrow color range or depth of color, these steps can be provided at an additional charge. Omni does not include dyeing or pre-staining wood unless specifically noted in the project documents.

Accepted \_\_\_\_\_ OMNI GLASS & PAINT, INC.Date

By \_\_\_\_\_

# REQUEST FOR CONSIDERATION

<b>Public Mtg/Date:</b>	<b>Public Works Committee – 9/14/2020</b>
<b>Description:</b>	<b>August 2020 Public Works and Utilities Budget Status Reports</b>
<b>From:</b>	<b>Michael Wodalski, Director of Public Works</b>
<b>Question:</b>	<b>Should the Public Works Committee acknowledge the Public Works, Water Utility, Sewer Utility and Stormwater Utility Budget Status Reports?</b>

## Background

Attached are the budget status reports for the Public Works Department. These items are for information only and a chance for the Committee to see how the Department is tracking for the year to date.

The table below provides a quick snapshot of expenses to date as compared to last year by fund. At the end of August, we would be at 66.7% of the year complete.

<b>Fund</b>	<b>2019 YTD</b>	<b>% 2019 Budget</b>	<b>2020 YTD</b>	<b>% 2020 Budget</b>
Public Works	\$1,177,173.11	58.6%	\$1,125,807.92	55.6%
Water Utility	\$769,658.57	32.6%	\$1,621,384.06	66.0%
Sewer Utility	\$1,117,326.79	46.7%	\$1,369,548.20	54.7%
Storm Water	\$196,600.24	32.8%	\$420,067.15	69.5%

### Budget Highlights:

- Public Works:
  - o Less was spent in 2020 for winter maintenance wages
  
- Water Utility:
  - o Purchased water for the Foremost Well Rehabilitation as well as the Well Rehab itself in 2020 along with the Mesker Well rehab in 2020 has led to an increase in well and pump costs in 2020.
  - o Depreciation and Payment in Lieu of Taxes (PILOT) are being recorded throughout the year in 2020 as compared to 2019 when they were recorded as end of year expenses. This is a \$710,000 difference.
  
- Sewer Utility:
  - o Depreciation expenses of \$451,336.00 has been recorded to date as compared to 2019 when depreciation wasn't recorded until the end of the year. Otherwise, the rest of the expenses are close to last years.

# REQUEST FOR CONSIDERATION

- Stormwater Utility:
  - o Depreciation expense of \$246,664.00 has been recorded to date as compared to 2019 when all expenses were recorded at the end of the year.

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<b>Attached Docs:</b>	<b>Budget Status Reports thru August 2020</b>
<b>Committee Action:</b>	<b>N/A</b>
<b>Fiscal Impact:</b>	<b>All funds are tracking at or under budget</b>
<b>Recommendation:</b>	<b>Staff recommends acknowledging the Budget Status Reports.</b>

<b>Recommended Language for Official Action</b>
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**I Move to acknowledge the Public Works Budget Status Reports.**

**Or, Something else**

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Additional action:

Account Number	Account Title	08/19 Prior YTD Actual	2019 Prior year Budget	Prior YTD Remaining	PY % Completed	08/20 Cur YTD Actual	08/20 Cur Year Budget	Current YTD Remaining	CY % Completed	YTD Actual Variance from PY Actual	CY vs. PY % Complete
<b>DPW ADMIN-DIR OF PUBLIC WORKS</b>											
10-03-53100-110-000	SALARIES-REGULAR	6,529.16	12,561.00	6,031.84	52%	6,653.84	9,688.00	3,034.16	68.7%	124.68	16.7%
10-03-53100-120-000	HOURLY WAGES-REGULAR	153.50	.00	153.50-	.00	.00	.00	.00	.00	153.50-	.00
10-03-53100-133-000	LONGEVITY PAY	.00	315.00	315.00	.00	.00	.00	.00	.00	.00	.00
10-03-53100-139-000	BONUS/INCENTIVE PAY	100.00	250.00	150.00	40%	.00	.00	.00	.00	100.00-	-40%
10-03-53100-151-000	SOCIAL SECURITY	512.35	954.00	441.65	53.7%	526.48	741.00	214.52	71%	14.13	17.3%
10-03-53100-152-000	RETIREMENT-EMPLOYER SHARE	447.32	817.00	369.68	54.8%	466.83	653.00	186.17	71.5%	19.51	16.7%
10-03-53100-154-000	HEALTH INSURANCE	530.26	2,304.00	1,773.74	23%	346.29	218.00	128.29-	158.8%	183.97-	135.8%
10-03-53100-155-000	LIFE INSURANCE	14.93	86.00	71.07	17.4%	5.62	8.00	2.38	70.3%	9.31-	52.9%
10-03-53100-156-000	WORKER'S COMP INSURANCE	194.49	795.00	600.51	24.5%	11.23	16.00	4.77	70.2%	183.26-	45.7%
10-03-53100-157-000	EMPLOYEE EDUCATION & TRAINING	.00	500.00	500.00	.00	175.00	500.00	325.00	35%	175.00	35%
10-03-53100-164-000	EMPLOYEE HEALTH TESTS	.00	150.00	150.00	.00	.00	30.00	30.00	.00	.00	.00
10-03-53100-167-000	POST EMPLOYEE HEALTH	.00	76.00	76.00	.00	.00	61.00	61.00	.00	.00	.00
10-03-53100-199-000	LESS: RECYCLING WAGES	.00	823.00-	823.00-	.00	.00	.00	.00	.00	.00	.00
10-03-53100-225-000	TELEPHONE	300.00	600.00	300.00	50%	350.00	600.00	250.00	58.3%	50.00	8.3%
10-03-53100-286-000	COMPUTER LICENSE FEES	.00	.00	.00	.00	1,107.40	.00	1,107.40-	.00	1,107.40	.00
10-03-53100-290-000	OTHER OUTSIDE CONTRACTED SER	.00	250.00	250.00	.00	.00	250.00	250.00	.00	.00	.00
10-03-53100-310-000	OFFICE SUPPLIES	.00	50.00	50.00	.00	.00	50.00	50.00	.00	.00	.00
10-03-53100-312-000	OUTSIDE PRINTING/STATIONERY &	79.63	50.00	29.63-	159.3%	.00	50.00	50.00	.00	79.63-	-159.3%
10-03-53100-324-000	MEMBERSHIP DUES	.00	200.00	200.00	.00	223.00	220.00	3.00-	101.4%	223.00	101.4%
10-03-53100-325-000	REGISTRATION FEES/TUITION	.00	500.00	500.00	.00	165.00	800.00	635.00	20.6%	165.00	20.6%
10-03-53100-334-000	COMMERCIAL TRAVEL EXPENSES	.00	50.00	50.00	.00	.00	50.00	50.00	.00	.00	.00
10-03-53100-335-000	MEETING EXPENSES	.00	100.00	100.00	.00	.00	100.00	100.00	.00	.00	.00
10-03-53100-336-000	LODGING	.00	100.00	100.00	.00	.00	500.00	500.00	.00	.00	.00
10-03-53100-351-000	REPAIR/MAINT SUPPLIES-GASOLINE	.00	150.00	150.00	.00	.00	150.00	150.00	.00	.00	.00
Total DPW ADMIN-DIR OF PUBLIC WORKS:		8,861.64	20,035.00	11,173.36	44.2%	10,030.69	14,685.00	4,654.31	68.3%	1,169.05	24.1%
<b>DPW-DEPUTY DIRECTOR PUBLIC WKS</b>											
10-03-53170-110-000	SALARIES-REGULAR	14,256.60	19,153.00	4,896.40	74.4%	11,659.51	17,886.00	6,226.49	65.2%	2,597.09-	-9.2%
10-03-53170-133-000	LONGEVITY PAY	.00	120.00	120.00	.00	.00	.00	.00	.00	.00	.00
10-03-53170-139-000	BONUS/INCENTIVE PAY	.00	250.00	250.00	.00	.00	.00	.00	.00	.00	.00
10-03-53170-151-000	SOCIAL SECURITY	1,073.79	1,427.00	353.21	75.2%	877.71	1,368.00	490.29	64.2%	196.08-	-11.1%
10-03-53170-152-000	RETIREMENT-EMPLOYER SHARE	938.47	1,222.00	283.53	76.8%	787.03	1,207.00	419.97	65.2%	151.44-	-11.6%
10-03-53170-154-000	HEALTH INSURANCE	1,180.15	380.00	800.15-	310.6%	1,113.98	1,925.00	811.02	57.9%	66.17-	-252.7%
10-03-53170-155-000	LIFE INSURANCE	6.68	16.00	9.32	41.8%	73.02	126.00	52.98	58%	66.34	16.2%
10-03-53170-156-000	WORKER'S COMP INSURANCE	626.21	1,212.00	585.79	51.7%	525.89	806.00	280.11	65.2%	100.32-	13.6%
10-03-53170-157-000	EMPLOYEE EDUCATION & TRAINING	.00	750.00	750.00	.00	.00	750.00	750.00	.00	.00	.00
10-03-53170-164-000	EMPLOYEE HEALTH TESTS	88.50	50.00	38.50-	177%	.00	50.00	50.00	.00	88.50-	-177%

Account Number	Account Title	08/19 Prior YTD Actual	2019 Prior year Budget	Prior YTD Remaining	PY % Completed	08/20 Cur YTD Actual	08/20 Cur Year Budget	Current YTD Remaining	CY % Completed	YTD Actual Variance from PY Actual	CY vs. PY % Complete
10-03-53170-167-000	POST EMPLOYEE HEALTH	.00	116.00	116.00	.00	.00	112.00	112.00	.00	.00	.00
10-03-53170-199-000	LESS: RECYCLING WAGES	.00	703.00-	703.00-	.00	.00	.00	.00	.00	.00	.00
10-03-53170-225-000	TELEPHONE	200.00	600.00	400.00	33.3%	350.00	600.00	250.00	58.3%	150.00	25%
10-03-53170-286-000	COMPUTER LICENSE FEES	1,250.00	3,500.00	2,250.00	35.7%	1,250.00	3,500.00	2,250.00	35.7%	.00	.00
10-03-53170-290-000	OTHER OUTSIDE CONTRACTED SER	100.00	.00	100.00-	.00	.00	.00	.00	.00	100.00-	.00
10-03-53170-310-000	OFFICE SUPPLIES	.00	50.00	50.00	.00	.00	50.00	50.00	.00	.00	.00
10-03-53170-312-000	OUTSIDE PRINTING/STATIONERY &	99.25	.00	99.25-	.00	.00	.00	.00	.00	99.25-	.00
10-03-53170-324-000	MEMBERSHIP DUES	217.00	215.00	2.00-	100.9%	.00	220.00	220.00	.00	217.00-	-100.9%
10-03-53170-325-000	REGISTRATION FEES/TUITION	250.00	800.00	550.00	31.3%	.00	800.00	800.00	.00	250.00-	-31.3%
10-03-53170-334-000	COMMERCIAL TRAVEL EXPENSES	.00	100.00	100.00	.00	.00	100.00	100.00	.00	.00	.00
10-03-53170-336-000	LODGING	154.44	500.00	345.56	30.9%	.00	500.00	500.00	.00	154.44-	-30.9%
<b>Total DPW-DEPUTY DIRECTOR PUBLIC WKS:</b>		<b>20,441.09</b>	<b>29,758.00</b>	<b>9,316.91</b>	<b>68.7%</b>	<b>16,637.14</b>	<b>30,000.00</b>	<b>13,362.86</b>	<b>55.5%</b>	<b>3,803.95-</b>	<b>-13.2%</b>
<b>DPW-STREET/HIGHWAY MAINTENANCE</b>											
10-03-53310-120-000	HOURLY WAGES-REGULAR	150,677.97	281,820.00	131,142.03	53.5%	175,502.87	283,627.60	108,124.73	61.9%	24,824.90	8.4%
10-03-53310-121-000	HOURLY WAGES-CALL TIME	535.11	600.00	64.89	89.2%	106.20	600.00	493.80	17.7%	428.91-	-71.5%
10-03-53310-122-000	HOURLY WAGES-OVERTIME	595.06	3,000.00	2,404.94	19.8%	29.87	3,080.00	3,050.13	1%	565.19-	-18.9%
10-03-53310-125-000	TEMPORARY WAGES-REGULAR	.00	3,600.00	3,600.00	.00	.00	3,600.00	3,600.00	.00	.00	.00
10-03-53310-133-000	LONGEVITY PAY	.00	2,205.00	2,205.00	.00	.00	.00	.00	.00	.00	.00
10-03-53310-138-000	STANDBY DUTY PAY	.00	360.00	360.00	.00	900.00	360.00	540.00-	250%	900.00	250%
10-03-53310-139-000	BONUS/INCENTIVE PAY	700.00	1,000.00	300.00	70%	.00	.00	.00	.00	700.00-	-70%
10-03-53310-151-000	SOCIAL SECURITY	11,242.66	24,213.00	12,970.34	46.4%	13,065.64	21,985.00	8,919.36	59.4%	1,822.98	13%
10-03-53310-152-000	RETIREMENT-EMPLOYER SHARE	9,638.54	20,494.00	10,855.46	47%	11,901.91	19,148.00	7,246.09	62.2%	2,263.37	15.1%
10-03-53310-154-000	HEALTH INSURANCE	27,570.62	76,642.00	49,071.38	36%	31,212.98	63,468.00	32,255.02	49.2%	3,642.36	13.2%
10-03-53310-155-000	LIFE INSURANCE	427.28	925.00	497.72	46.2%	536.34	858.00	321.66	62.5%	109.06	16.3%
10-03-53310-156-000	WORKER'S COMP INSURANCE	8,251.34	20,344.00	12,092.66	40.6%	7,952.05	12,924.00	4,971.95	61.5%	299.29-	21%
10-03-53310-157-000	EMPLOYEE EDUCATION & TRAINING	2,072.65	4,000.00	1,927.35	51.8%	850.00	4,000.00	3,150.00	21.3%	1,222.65-	-30.6%
10-03-53310-161-000	SAFETY APPAREL	98.53	600.00	501.47	16.4%	3,729.54	1,500.00	2,229.54-	248.6%	3,631.01	232.2%
10-03-53310-162-000	UNIFORM RENTAL	.00	.00	.00	.00	348.00	500.00	152.00	69.6%	348.00	69.6%
10-03-53310-162-570	UNIFORM RENTAL-SCHMIDT	373.46	650.00	276.54	57.5%	303.58	.00	303.58-	.00	69.88-	-57.5%
10-03-53310-162-572	UNIFORM RENTAL-BLAREK	213.82	500.00	286.18	42.8%	228.16	500.00	271.84	45.6%	14.34	2.9%
10-03-53310-162-573	UNIFORM RENTAL-HUERTH	211.37	500.00	288.63	42.3%	189.72	500.00	310.28	37.9%	21.65-	-4.3%
10-03-53310-162-574	UNIFORM RENTAL-LAKE	229.39	500.00	270.61	45.9%	249.86	500.00	250.14	50%	20.47	4.1%
10-03-53310-162-575	UNIFORM RENTAL-LENHARD	315.88	650.00	334.12	48.6%	332.01	650.00	317.99	51.1%	16.13	2.5%
10-03-53310-162-577	UNIFORM RENTAL-PLATTA	282.90	500.00	217.10	56.6%	308.14	500.00	191.86	61.6%	25.24	5%
10-03-53310-162-578	UNIFORM RENTAL -SKRZYPCHAK	223.51	500.00	276.49	44.7%	238.70	500.00	261.30	47.7%	15.19	3%
10-03-53310-162-580	UNIFORM RENTAL -SUCHOMSKI	158.69	500.00	341.31	31.7%	171.12	500.00	328.88	34.2%	12.43	2.5%
10-03-53310-162-581	UNIFORM RENTAL-VON SCHRADER	.00	.00	.00	.00	94.17	500.00	405.83	18.8%	94.17	18.8%

Account Number	Account Title	08/19	2019	Prior YTD Remaining	PY % Completed	08/20	08/20	Current YTD Remaining	CY % Completed	YTD Actual	CY vs.
		Prior YTD Actual	Prior year Budget			Cur YTD Actual	Cur Year Budget			Variance from PY Actual	PY % Complete
10-03-53310-162-582	UNIFORM RENTAL -VLIETSTRA	146.08	500.00	353.92	29.2%	159.03	500.00	340.97	31.8%	12.95	2.6%
10-03-53310-162-584	UNIFORM RENTAL -YONKER	307.34	500.00	192.66	61.5%	334.80	500.00	165.20	67%	27.46	5.5%
10-03-53310-164-000	EMPLOYEE HEALTH TESTS	562.00	1,000.00	438.00	56.2%	459.25	1,000.00	540.75	45.9%	102.75-	-10.3%
10-03-53310-167-000	POST EMPLOYEE HEALTH	.00	1,917.00	1,917.00	.00	.00	1,748.00	1,748.00	.00	.00	.00
10-03-53310-199-000	LESS: RECYCLING WAGES	.00	1,974.00-	1,974.00-	.00	.00	.00	.00	.00	.00	.00
10-03-53310-208-000	REGULATORY COMMISSION FEES	125.00	125.00	.00	100%	.00	125.00	125.00	.00	125.00-	-100%
10-03-53310-215-000	ARCHITECTURAL & ENGINEERING FE	804.58	5,000.00	4,195.42	16.1%	625.00	5,000.00	4,375.00	12.5%	179.58-	-3.6%
10-03-53310-225-000	TELEPHONE	1,440.00	2,500.00	1,060.00	57.6%	1,320.00	2,500.00	1,180.00	52.8%	120.00-	-4.8%
10-03-53310-226-000	MOBILE DEVICE	378.28	2,000.00	1,621.72	18.9%	655.10	2,000.00	1,344.90	32.8%	276.82	13.8%
10-03-53310-230-000	CENTERLINE PAINTING	.00	40,000.00	40,000.00	.00	283.68	40,000.00	39,716.32	.7%	283.68	.7%
10-03-53310-233-000	DUST CONTROL	.00	500.00	500.00	.00	.00	500.00	500.00	.00	.00	.00
10-03-53310-236-000	SURFACE MAINTENANCE	263,724.03	450,000.00	186,275.97	58.6%	276,542.57	450,000.00	173,457.43	61.5%	12,818.54	2.8%
10-03-53310-237-000	SHOULDER MAINTENANCE	4,569.84	7,500.00	2,930.16	60.9%	.00	7,500.00	7,500.00	.00	4,569.84-	-60.9%
10-03-53310-239-000	TRAFFIC CONTROL	.00	5,000.00	5,000.00	.00	1,046.03	5,000.00	3,953.97	20.9%	1,046.03	20.9%
10-03-53310-241-000	REPAIRS/MAINT-MOTOR VEHICLES	.00	500.00	500.00	.00	.00	500.00	500.00	.00	.00	.00
10-03-53310-242-000	REPAIRS/MAINT-OTHER MACHINERY	17,802.77	30,000.00	12,197.23	59.3%	8,700.51	30,000.00	21,299.49	29%	9,102.26-	-30.3%
10-03-53310-247-000	REPAIRS/MAINT-BUILDINGS	8,018.25	5,000.00	3,018.25-	160.4%	2,722.39	5,000.00	2,277.61	54.4%	5,295.86-	-105.9%
10-03-53310-286-000	SOFTWARE LICENSE FEES	1,999.00	3,000.00	1,001.00	66.6%	.00	3,000.00	3,000.00	.00	1,999.00-	-66.6%
10-03-53310-290-000	OTHER OUTSIDE CONTRACTED SER	663.52	1,000.00	336.48	66.4%	417.33	1,000.00	582.67	41.7%	246.19-	-24.6%
10-03-53310-299-000	EQUIPMENT RENTAL	4,937.50	5,000.00	62.50	98.8%	2,000.00	7,500.00	5,500.00	26.7%	2,937.50-	-72.1%
10-03-53310-310-000	OFFICE SUPPLIES	23.52	1,250.00	1,226.48	1.9%	.00	1,250.00	1,250.00	.00	23.52-	-1.9%
10-03-53310-311-000	POSTAGE & BOX RENTAL	.00	150.00	150.00	.00	.00	150.00	150.00	.00	.00	.00
10-03-53310-312-000	OUTSIDE PRINTING/STATIONERY &	17.50	100.00	82.50	17.5%	61.00	100.00	39.00	61%	43.50	43.5%
10-03-53310-314-000	SMALL EQUIPMENT	5,858.70	3,500.00	2,358.70-	167.4%	5,170.77	4,500.00	670.77-	114.9%	687.93-	-52.5%
10-03-53310-321-000	PUBLICATION FEES-LEGAL NOTICES	632.25	800.00	167.75	79%	393.09	800.00	406.91	49.1%	239.16-	-29.9%
10-03-53310-334-000	COMMERCIAL TRAVEL EXPENSES	.00	500.00	500.00	.00	.00	500.00	500.00	.00	.00	.00
10-03-53310-335-000	MEETING EXPENSES	187.67	200.00	12.33	93.8%	.00	200.00	200.00	.00	187.67-	-93.8%
10-03-53310-336-000	LODGING	.00	1,000.00	1,000.00	.00	.00	1,000.00	1,000.00	.00	.00	.00
10-03-53310-344-000	OPERATING SUPPLIES-JANITORIAL/	7,410.43	10,000.00	2,589.57	74.1%	8,238.80	11,000.00	2,761.20	74.9%	828.37	.8%
10-03-53310-346-000	OPERATING SUPPLIES-CLTHNG ALLO	1,178.44	3,500.00	2,321.56	33.7%	.00	2,000.00	2,000.00	.00	1,178.44-	-33.7%
10-03-53310-346-570	UNIFORM ALLOW-SCHMIDT	.00	195.00	195.00	.00	.00	195.00	195.00	.00	.00	.00
10-03-53310-346-572	UNIFORM ALLOW-BLAREK	.00	195.00	195.00	.00	.00	195.00	195.00	.00	.00	.00
10-03-53310-346-573	UNIFORM ALLOW-HUERTH	.00	195.00	195.00	.00	.00	195.00	195.00	.00	.00	.00
10-03-53310-346-574	UNIFORM ALLOW-LAKE	66.47	195.00	128.53	34.1%	93.90	195.00	101.10	48.2%	27.43	14.1%
10-03-53310-346-575	UNIFORM ALLOW-LENHARD	.00	195.00	195.00	.00	.00	195.00	195.00	.00	.00	.00
10-03-53310-346-577	UNIFORM ALLOW-PLATTA	.00	195.00	195.00	.00	.00	195.00	195.00	.00	.00	.00
10-03-53310-346-578	UNIFORM ALLOW-SKRZYPCHAK	.00	195.00	195.00	.00	.00	195.00	195.00	.00	.00	.00
10-03-53310-346-580	UNIFORM ALLOW-SUCHOMSKI	.00	195.00	195.00	.00	.00	195.00	195.00	.00	.00	.00
10-03-53310-346-581	UNIFORM ALLOW-VON SCHRADER	.00	.00	.00	.00	.00	195.00	195.00	.00	.00	.00

Account Number	Account Title	08/19 Prior YTD Actual	2019 Prior year Budget	Prior YTD Remaining	PY % Completed	08/20 Cur YTD Actual	08/20 Cur Year Budget	Current YTD Remaining	CY % Completed	YTD Actual Variance from PY Actual	CY vs. PY % Complete
10-03-53310-346-582	UNIFORM ALLOW-VLIETSTRA	147.96	195.00	47.04	75.9%	.00	195.00	195.00	.00	147.96-	-75.9%
10-03-53310-346-584	UNIFORM ALLOW-YONKER	.00	195.00	195.00	.00	.00	195.00	195.00	.00	.00	.00
10-03-53310-349-000	OPERATING SUPPLIES-ALL OTHER	520.88	2,000.00	1,479.12	26%	83.45	2,000.00	1,916.55	4.2%	437.43-	-21.9%
10-03-53310-351-000	REPAIR/MAINT SUPPLIES-GASOLINE	62,892.44	75,000.00	12,107.56	83.9%	46,790.62	85,000.00	38,209.38	55%	16,101.82-	-28.8%
10-03-53310-352-000	REPAIR/MAINT SUPPLIES-MOTOR VE	.00	500.00	500.00	.00	.00	500.00	500.00	.00	.00	.00
10-03-53310-353-000	REPAIR/MAINT SUPPLIES-MACHINER	41,651.14	60,000.00	18,348.86	69.4%	22,279.92	60,000.00	37,720.08	37.1%	19,371.22-	-32.3%
10-03-53310-354-000	REPAIR/MAINT SUPPLIES-PAINTING	377.16	1,000.00	622.84	37.7%	416.76	1,000.00	583.24	41.7%	39.60	4%
10-03-53310-355-000	RPR/MAINT SUPPLIES-ELEC/PLUMBI	177.48	500.00	322.52	35.5%	44.12	500.00	455.88	8.8%	133.36-	-26.7%
10-03-53310-363-000	OTHER SUPPLIES-SIGNAGE PARTS	4,530.44	7,500.00	2,969.56	60.4%	383.41	7,500.00	7,116.59	5.1%	4,147.03-	-55.3%
10-03-53310-365-000	OTHER SUPPLIES-LANDSCAPING/TR	2,595.60	5,000.00	2,404.40	51.9%	852.50	5,000.00	4,147.50	17.1%	1,743.10-	-34.9%
10-03-53310-390-000	OTHER SUPPLIES-ALL OTHER SUPPL	1,741.40	2,000.00	258.60	87.1%	5,679.20	2,000.00	3,679.20-	284%	3,937.80	196.9%
10-03-53310-819-000	CAPITAL EQUIP-ALL OTHER	.00	7,500.00	7,500.00	.00	.00	7,500.00	7,500.00	.00	.00	.00
<b>Total DPW-STREET/HIGHWAY MAINTENANCE:</b>		<b>649,306.45</b>	<b>1,187,121.00</b>	<b>537,814.55</b>	<b>54.7%</b>	<b>634,004.09</b>	<b>1,177,818.60</b>	<b>543,814.51</b>	<b>53.8%</b>	<b>15,302.36-</b>	<b>-9%</b>
<b>DPW-TRAFFIC CONTROL</b>											
10-03-53311-222-000	ELECTRICITY	5,029.83	10,000.00	4,970.17	50.3%	6,530.54	10,000.00	3,469.46	65.3%	1,500.71	15%
10-03-53311-290-000	OTHER OUTSIDE CONTRACTED SER	13,343.78	20,000.00	6,656.22	66.7%	22,961.79	20,000.00	2,961.79-	114.8%	9,618.01	48.1%
10-03-53311-364-000	OTHER SUPPLIES-TRAFFIC SIGNAL	838.82	2,500.00	1,661.18	33.6%	2,260.55	2,500.00	239.45	90.4%	1,421.73	56.9%
<b>Total DPW-TRAFFIC CONTROL:</b>		<b>19,212.43</b>	<b>32,500.00</b>	<b>13,287.57</b>	<b>59.1%</b>	<b>31,752.88</b>	<b>32,500.00</b>	<b>747.12</b>	<b>97.7%</b>	<b>12,540.45</b>	<b>38.6%</b>
<b>DPW-WINTER MAINTENANCE-LO</b>											
10-03-53312-120-000	HOURLY WAGES-REGULAR	73,402.32	98,569.00	25,166.68	74.5%	53,633.74	106,147.00	52,513.26	50.5%	19,768.58-	-23.9%
10-03-53312-121-000	HOURLY WAGES-CALL TIME	8,459.13	7,000.00	1,459.13-	120.8%	6,567.07	9,910.00	3,342.93	66.3%	1,892.06-	-54.6%
10-03-53312-122-000	HOURLY WAGES-OVERTIME	32,492.77	28,283.00	4,209.77-	114.9%	19,612.88	33,746.00	14,133.12	58.1%	12,879.89-	-56.8%
10-03-53312-138-000	STANDBY DUTY PAY	2,370.00	2,500.00	130.00	94.8%	1,440.00	2,500.00	1,060.00	57.6%	930.00-	-37.2%
10-03-53312-151-000	SOCIAL SECURITY	8,589.95	7,880.00	709.95-	109%	6,047.17	11,652.00	5,604.83	51.9%	2,542.78-	-57.1%
10-03-53312-152-000	RETIREMENT-EMPLOYER SHARE	7,686.80	6,745.00	941.80-	114%	5,484.70	10,271.00	4,786.30	53.4%	2,202.10-	-60.6%
10-03-53312-154-000	HEALTH INSURANCE	21,537.21	16,135.00	5,402.21-	133.5%	16,128.93	26,896.00	10,767.07	60%	5,408.28-	-73.5%
10-03-53312-155-000	LIFE INSURANCE	252.92	181.00	71.92-	139.7%	156.44	235.00	78.56	66.6%	96.48-	-73.2%
10-03-53312-156-000	WORKER'S COMP INSURANCE	6,902.95	6,541.00	361.95-	105.5%	3,626.55	6,804.00	3,177.45	53.3%	3,276.40-	-52.2%
10-03-53312-167-000	POST EMPLOYEE HEALTH	.00	409.00	409.00	.00	.00	669.00	669.00	.00	.00	.00
10-03-53312-222-000	ELECTRICITY	712.45	450.00	262.45-	158.3%	330.35	700.00	369.65	47.2%	382.10-	-111.1%
10-03-53312-234-000	SANDING	649.71	3,000.00	2,350.29	21.7%	.00	3,000.00	3,000.00	.00	649.71-	-21.7%
10-03-53312-235-000	SALTING	152,315.31	245,751.00	93,435.69	62%	124,328.56	235,000.00	110,671.44	52.9%	27,986.75-	-9.1%
10-03-53312-290-000	OTHER OUTSIDE CONTRACTED SER	11,026.25	3,000.00	8,026.25-	367.5%	2,430.00	7,500.00	5,070.00	32.4%	8,596.25-	-335.1%
10-03-53312-351-000	REPAIR/MAINT SUPPLIES-GASOLINE	189.61	200.00	10.39	94.8%	.00	200.00	200.00	.00	189.61-	-94.8%
10-03-53312-353-000	REPAIR/MAINT SUPPLIES-MACHINER	17,442.40	30,000.00	12,557.60	58.1%	30,847.47	30,000.00	847.47-	102.8%	13,405.07	44.7%

Account Number	Account Title	08/19 Prior YTD Actual	2019 Prior year Budget	Prior YTD Remaining	PY % Completed	08/20 Cur YTD Actual	08/20 Cur Year Budget	Current YTD Remaining	CY % Completed	YTD Actual Variance from PY Actual	CY vs. PY % Complete
10-03-53312-370-000	OTHER SUPPLIES-MAILBOX REPL SU	1,039.63	750.00	289.63-	138.6%	483.70	750.00	266.30	64.5%	555.93-	-74.1%
Total DPW-WINTER MAINTENANCE-LO:		345,069.41	457,394.00	112,324.59	75.4%	271,117.56	485,980.00	214,862.44	55.8%	73,951.85-	-19.7%
<b>DPW-HARD MATERIALS HANDLING</b>											
10-03-53316-120-000	HOURLY WAGES-REGULAR	4,171.28	5,352.00	1,180.72	77.9%	10,926.33	5,449.00	5,477.33-	200.5%	6,755.05	122.6%
10-03-53316-151-000	SOCIAL SECURITY	300.23	397.00	96.77	75.6%	785.87	418.00	367.87-	188%	485.64	112.4%
10-03-53316-152-000	RETIREMENT-EMPLOYER SHARE	273.55	340.00	66.45	80.5%	737.56	365.00	372.56-	202.1%	464.01	121.6%
10-03-53316-154-000	HEALTH INSURANCE	1,257.12	1,452.00	194.88	86.6%	2,916.82	1,535.00	1,381.82-	190%	1,659.70	103.4%
10-03-53316-155-000	LIFE INSURANCE	13.46	16.00	2.54	84.1%	59.59	19.00	40.59-	313.6%	46.13	229.5%
10-03-53316-156-000	WORKER'S COMP INSURANCE	69.75	339.00	269.25	20.6%	492.80	245.00	247.80-	201.1%	423.05	180.6%
10-03-53316-167-000	POST EMPLOYEE HEALTH	.00	32.00	32.00	.00	.00	33.00	33.00	.00	.00	.00
10-03-53316-290-000	OTHER OUTSIDE CONTRACTED SER	.00	25,000.00	25,000.00	.00	32,846.95	25,000.00	7,846.95-	131.4%	32,846.95	131.4%
Total DPW-HARD MATERIALS HANDLING:		6,085.39	32,928.00	26,842.61	18.5%	48,765.92	33,064.00	15,701.92-	147.5%	42,680.53	129%
<b>DPW-STREET IRRIGATION MAI</b>											
10-03-53317-120-000	HOURLY WAGES-REGULAR	.00	3,059.00	3,059.00	.00	.00	2,818.00	2,818.00	.00	.00	.00
10-03-53317-151-000	SOCIAL SECURITY	.00	215.00	215.00	.00	.00	216.00	216.00	.00	.00	.00
10-03-53317-152-000	RETIREMENT-ER/EE SHARE	.00	185.00	185.00	.00	.00	189.00	189.00	.00	.00	.00
10-03-53317-154-000	HEALTH INSURANCE	.00	924.00	924.00	.00	.00	956.00	956.00	.00	.00	.00
10-03-53317-155-000	LIFE INSURANCE	.00	3.00	3.00	.00	.00	3.00	3.00	.00	.00	.00
10-03-53317-156-000	WORKER'S COMP INSURANCE	.00	185.00	185.00	.00	.00	127.00	127.00	.00	.00	.00
10-03-53317-167-000	POST EMPLOYEE HEALTH	.00	17.00	17.00	.00	.00	19.00	19.00	.00	.00	.00
10-03-53317-221-000	WATER & SEWER	3,904.83	20,000.00	16,095.17	19.5%	1,618.74	20,000.00	18,381.26	8.1%	2,286.09-	-11.4%
10-03-53317-222-000	ELECTRICITY	1,576.75	3,000.00	1,423.25	52.6%	2,132.27	3,000.00	867.73	71.1%	555.52	18.5%
10-03-53317-245-000	REPAIRS/MAINT-LANDSCAPING	2,149.35	10,000.00	7,850.65	21.5%	1,784.74	10,000.00	8,215.26	17.8%	364.61-	-3.6%
10-03-53317-290-000	OTHER OUTSIDE CONTRACTED SER	.00	840.00	840.00	.00	.00	840.00	840.00	.00	.00	.00
Total DPW-STREET IRRIGATION MAI:		7,630.93	38,428.00	30,797.07	19.9%	5,535.75	38,168.00	32,632.25	14.5%	2,095.18-	-5.4%
<b>DPW-OTHER GOVTS-STREET/HI</b>											
10-03-53330-120-000	HOURLY WAGES-REGULAR	1,786.40	3,303.00	1,516.60	54.1%	2,165.62	3,793.00	1,627.38	57.1%	379.22	3%
10-03-53330-121-000	HOURLY WAGES-CALL TIME	125.07	.00	125.07-	.00	82.75	.00	82.75-	.00	42.32-	.00
10-03-53330-122-000	HOURLY WAGES-OVERTIME	161.43	.00	161.43-	.00	59.58	.00	59.58-	.00	101.85-	.00
10-03-53330-151-000	SOCIAL SECURITY	151.96	232.00	80.04	65.5%	168.62	290.00	121.38	58.1%	16.66	-7.4%
10-03-53330-152-000	RETIREMENT-EMPLOYER SHARE	135.76	199.00	63.24	68.2%	155.77	253.00	97.23	61.6%	20.01	-6.7%
10-03-53330-154-000	HEALTH INSURANCE	407.17	798.00	390.83	51%	478.76	1,190.00	711.24	40.2%	71.59	-10.8%
10-03-53330-155-000	LIFE INSURANCE	6.13	5.00	1.13-	122.6%	7.47	9.00	1.53	83%	1.34	-39.6%



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	<b>GENERAL FUND Expenditure Total:</b>	<b>1,177,173.11</b>	2,010,312.00	833,138.89	<b>58.6%</b>	<b>1,125,807.92</b>	2,025,725.60	899,917.68	<b>55.6%</b>	51,365.19-	-3%
	Net Total GENERAL FUND:	1,177,173.11-	2,010,312.00-	833,138.89-	58.6%	1,125,807.92-	2,025,725.60-	899,917.68-	55.6%	51,365.19	-3%

Report Criteria:

- Accounts to include: With balances or activity
- Include FUNDS: 10
- Total by FUND
- Print PRECEDE ACCOUNT Titles
- Print PRECEDE ACCOUNT Titles
- Print SOURCE Titles
- Total by SOURCE
- Include COST CATEGORYs: 03
- Print DEPARTMENT Titles
- Total by DEPARTMENT
- All Segments Tested for Total Breaks
- Account Code.Account Type = "Expenditure"

Account Number	Account Title	08/19 Prior YTD Actual	2019 Prior year Budget	Prior YTD Remaining	PY % Completed	08/20 Cur YTD Actual	08/20 Cur Year Budget	Current YTD Remaining	CY % Completed	YTD Actual Variance from PY Actual	CY vs. PY % Complete
<b>WATER UTILITY FUND</b>											
<b>PUBLIC CHARGES FOR SERVICE</b>											
60-00-46160-000-000	GEN GOVT-NSF CHECK FEES	175.00	.00	175.00-	.00	37.50	.00	37.50-	.00	137.50-	.00
60-00-46451-920-000	METERED SALES-RESIDENTIAL	601,324.38	960,498.00	359,173.62	62.6%	665,406.79	1,000,000.00	334,593.21	66.5%	64,082.41	3.9%
60-00-46451-921-000	METERED SALES-COMMERCIAL	168,435.73	265,000.00	96,564.27	63.6%	173,208.47	260,000.00	86,791.53	66.6%	4,772.74	3.1%
60-00-46451-922-000	METERED SALES-INDUSTRIAL	326,497.97	450,000.00	123,502.03	72.6%	324,728.35	390,000.00	65,271.65	83.3%	1,769.62-	10.7%
60-00-46451-923-000	METERED SALES-PUBLIC AUTHORIT	30,203.04	78,000.00	47,796.96	38.7%	23,868.90	65,000.00	41,131.10	36.7%	6,334.14-	-2%
60-00-46451-925-000	OTHER SALES-PRIVATE FIRE PROTE	28,558.50	46,000.00	17,441.50	62.1%	28,682.10	46,000.00	17,317.90	62.4%	123.60	.3%
60-00-46451-926-000	OTHER SALES-PUBLIC FIRE PROTEC	310,921.26	467,210.00	156,288.74	66.5%	313,925.59	467,210.00	153,284.41	67.2%	3,004.33	.6%
60-00-46451-927-000	METERED SALES-MULTI-FAMILY	126,508.08	190,000.00	63,491.92	66.6%	129,699.22	190,000.00	60,300.78	68.3%	3,191.14	1.7%
60-00-46451-929-000	UNMETERED SALES	5,644.42	2,000.00	3,644.42-	282.2%	4,279.28	2,000.00	2,279.28-	214%	1,365.14-	-68.3%
60-00-46452-930-000	MISC REVENUE-FORFEITED DISCOU	6,287.95	3,700.00	2,587.95-	169.9%	835.80	3,700.00	2,864.20	22.6%	5,452.15-	-147.4%
60-00-46452-933-000	MISC REV-MISC BILLED SERVICES	1,030.00	1,000.00	30.00-	103%	5,001.84	1,000.00	4,001.84-	500.2%	3,971.84	397.2%
60-00-46452-934-000	MISC REV-MISC SUPPLIES SOLD	1,042.00	100.00	942.00-	1042%	170.00	100.00	70.00-	170%	872.00-	-872%
60-00-46452-935-000	MISC REVENUE-RECONNECTION FEE	1,300.00	1,200.00	100.00-	108.3%	240.00	1,200.00	960.00	20%	1,060.00-	-88.3%
60-00-46453-000-000	WATER SERVICE-ASSESSMENT CHE	2,270.00	3,200.00	930.00	70.9%	2,350.00	3,200.00	850.00	73.4%	80.00	2.5%
60-00-46454-000-000	WATER SERVICE-PERMITS	230.00	300.00	70.00	76.7%	190.00	300.00	110.00	63.3%	40.00-	-13.3%
60-00-46454-932-000	MISC REV-PRIVATE WELL PERMITS	4,320.00	5,000.00	680.00	86.4%	3,630.00	5,000.00	1,370.00	72.6%	690.00-	-13.8%
60-00-46459-000-000	WATER SERVICE-RETURN ON INVEST	.00	20,000.00	20,000.00	.00	.00	20,000.00	20,000.00	.00	.00	.00
Total PUBLIC CHARGES FOR SERVICE:		1,614,748.33	2,493,208.00	878,459.67	64.8%	1,676,253.84	2,454,710.00	778,456.16	68.3%	61,505.51	3.5%
<b>MISCELLANEOUS REVENUE</b>											
60-00-48110-001-000	INTEREST-INVESTMENTS	91,356.33	50,000.00	41,356.33-	182.7%	62,266.51	50,000.00	12,266.51-	124.5%	29,089.82-	-58.2%
60-00-48110-009-000	INTEREST-MARKET VALUE ADJUST.	145,315.79	.00	145,315.79-	.00	34,209.93	.00	34,209.93-	.00	111,105.86-	.00
Total MISCELLANEOUS REVENUE:		236,672.12	50,000.00	186,672.12-	473.3%	96,476.44	50,000.00	46,476.44-	193%	140,195.68-	-280.4%
<b>WATER SERVICE-SOURCE OF SUPPLY</b>											
60-03-53710-120-000	HOURLY WAGES-REGULAR	1,412.44	3,400.00	1,987.56	41.5%	7,997.97	3,579.00	4,418.97-	223.5%	6,585.53	181.9%
60-03-53710-121-000	HOURLY WAGES-CALL TIME	152.23	.00	152.23-	.00	263.42	108.00	155.42-	243.9%	111.19	243.9%
60-03-53710-122-000	HOURLY WAGES-OVERTIME	339.86	.00	339.86-	.00	10,683.51	.00	10,683.51-	.00	10,343.65	.00
60-03-53710-138-000	STANDBY DUTY PAY	5,220.00	3,910.00	1,310.00-	133.5%	5,040.00	3,910.00	1,130.00-	128.9%	180.00-	-4.6%
60-03-53710-220-000	PURCHASED WATER	5,970.00	25,000.00	19,030.00	23.9%	55,287.20	25,000.00	30,287.20-	221.1%	49,317.20	197.3%
60-03-53710-245-603	REPAIRS/MAINT - MISC EXP	1,244.76	5,200.00	3,955.24	23.9%	84.03	5,200.00	5,115.97	1.6%	1,160.73-	-22.3%
60-03-53710-245-614	REPAIRS/MAINT - WELLS & SPRING	82.40	20,000.00	19,917.60	.4%	30,616.74	20,000.00	10,616.74-	153.1%	30,534.34	152.7%
60-03-53710-247-611	REPAIRS/MAINT-STRUCTUR/IMPOV	1,379.97	10,000.00	8,620.03	13.8%	2,047.18	10,000.00	7,952.82	20.5%	667.21	6.7%
60-03-53710-255-617	REPAIRS/MAINT-MISC PLANT	12.00	.00	12.00-	.00	.00	.00	.00	.00	12.00-	.00
60-03-53710-290-000	OTHER OUTSIDE CONTRACTED SER	769.00	.00	769.00-	.00	.00	.00	.00	.00	769.00-	.00

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60-03-53710-349-000	OPERATING SUPPLIES-ALL OTHER	49.14	150.00	100.86	32.8%	246.32	150.00	96.32-	164.2%	197.18	131.5%
Total WATER SERVICE-SOURCE OF SUPPLY:		16,631.80	67,660.00	51,028.20	24.6%	112,266.37	67,947.00	44,319.37-	165.2%	95,634.57	140.6%
<b>WATER SERVICE-PUMPING EXPENSES</b>											
60-03-53720-120-000	HOURLY WAGES-REGULAR	19,323.64	32,371.00	13,047.36	59.7%	12,646.88	33,916.00	21,269.12	37.3%	6,676.76-	-22.4%
60-03-53720-121-000	HOURLY WAGES-CALL TIME	205.50	.00	205.50-	.00	178.32	170.00	8.32-	104.9%	27.18-	104.9%
60-03-53720-122-000	HOURLY WAGES-OVERTIME	7,183.23	10,495.00	3,311.77	68.4%	750.27	10,735.00	9,984.73	7%	6,432.96-	-61.5%
60-03-53720-221-000	WATER & SEWER	1,756.58	3,400.00	1,643.42	51.7%	83.12-	3,400.00	3,483.12	-2.4%	1,839.70-	-54.1%
60-03-53720-222-000	ELECTRICITY	47,940.18	88,000.00	40,059.82	54.5%	47,258.88	88,000.00	40,741.12	53.7%	681.30-	-8%
60-03-53720-224-000	NATURAL GAS	2,303.14	3,750.00	1,446.86	61.4%	2,294.24	3,750.00	1,455.76	61.2%	8.90-	-2%
60-03-53720-242-633	REPAIRS/MAINT - PUMPING EQUIP	207.20	10,000.00	9,792.80	2.1%	28,407.22	10,000.00	18,407.22-	284.1%	28,200.02	282%
60-03-53720-247-631	REPAIRS/MAINT - STRUCT/IMPROV	56.96	2,000.00	1,943.04	2.8%	1,108.00	2,000.00	892.00	55.4%	1,051.04	52.6%
60-03-53720-349-000	OPERATING SUPPLIES-ALL OTHER	102.98	2,000.00	1,897.02	5.1%	1,337.94	2,000.00	662.06	66.9%	1,234.96	61.7%
Total WATER SERVICE-PUMPING EXPENSES:		79,079.41	152,016.00	72,936.59	52%	93,898.63	153,971.00	60,072.37	61%	14,819.22	9%
<b>WATER SERV-WATER TREATMENT EXP</b>											
60-03-53730-120-000	HOURLY WAGES-REGULAR	5,064.68	10,038.00	4,973.32	50.5%	5,021.02	10,671.00	5,649.98	47.1%	43.66-	-3.4%
60-03-53730-121-000	HOURLY WAGES-CALL TIME	.00	.00	.00	.00	59.44	116.00	56.56	51.2%	59.44	51.2%
60-03-53730-122-000	HOURLY WAGES-OVERTIME	4,111.04	6,927.00	2,815.96	59.3%	194.01	7,631.00	7,436.99	2.5%	3,917.03-	-56.8%
60-03-53730-221-000	WATER & SEWER	166.24	360.00	193.76	46.2%	83.12	360.00	276.88	23.1%	83.12-	-23.1%
60-03-53730-222-000	ELECTRICITY	11,402.45	25,000.00	13,597.55	45.6%	7,301.07	25,000.00	17,698.93	29.2%	4,101.38-	-16.4%
60-03-53730-224-000	NATURAL GAS	993.35	1,750.00	756.65	56.8%	589.83	1,750.00	1,160.17	33.7%	403.52-	-23.1%
60-03-53730-255-652	REPAIRS/MAINT-TREATMENT EQUIP	134.95	3,500.00	3,365.05	3.9%	3,276.02	3,500.00	223.98	93.6%	3,141.07	89.7%
60-03-53730-294-000	WATER TESTING SERVICES	3,010.00	10,000.00	6,990.00	30.1%	11,661.64	10,000.00	1,661.64-	116.6%	8,651.64	86.5%
60-03-53730-314-000	SMALL EQUIPMENT	2,070.87	1,000.00	1,070.87-	207.1%	.00	1,000.00	1,000.00	.00	2,070.87-	-207.1%
60-03-53730-349-000	OPERATING SUPPLIES-ALL OTHER	222.78	1,200.00	977.22	18.6%	1,460.02	1,200.00	260.02-	121.7%	1,237.24	103.1%
60-03-53730-366-000	OTHER SUPPLIES-CHEMICALS	80,140.38	132,000.00	51,859.62	60.7%	93,513.01	140,000.00	46,486.99	66.8%	13,372.63	6.1%
Total WATER SERV-WATER TREATMENT EXP:		107,316.74	191,775.00	84,458.26	56%	123,159.18	201,228.00	78,068.82	61.2%	15,842.44	5.2%
<b>WATER SERV-WATER TREATMENT PLA</b>											
60-03-53731-120-000	HOURLY WAGES-REGULAR	4,733.18	1,367.00	3,366.18-	346.2%	8,121.94	1,439.00	6,682.94-	564.4%	3,388.76	218.2%
60-03-53731-121-000	HOURLY WAGES-CALL TIME	110.00	.00	110.00-	.00	52.94	.00	52.94-	.00	57.06-	.00
60-03-53731-122-000	HOURLY WAGES-OVERTIME	95.25	58.00	37.25-	164.2%	.00	61.00	61.00	.00	95.25-	-164.2%
60-03-53731-247-651	REPAIRS/MAINT-STRUCT/IMPROV	343.94	5,000.00	4,656.06	6.9%	1,083.50	5,000.00	3,916.50	21.7%	739.56	14.8%
60-03-53731-349-000	OPERATING SUPPLIES-ALL OTHER	439.29	.00	439.29-	.00	27.96	.00	27.96-	.00	411.33-	.00

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Total WATER SERV-WATER TREATMENT PLA:		5,721.66	6,425.00	703.34	89.1%	9,286.34	6,500.00	2,786.34-	142.9%	3,564.68	53.8%
<b>WATER SERVICE-INSPECTIONS/MAIN</b>											
60-03-53739-120-000	HOURLY WAGES-REGULAR	148.58	451.00	302.42	32.9%	161.70	475.00	313.30	34%	13.12	1.1%
Total WATER SERVICE-INSPECTIONS/MAIN:		148.58	451.00	302.42	32.9%	161.70	475.00	313.30	34%	13.12	1.1%
<b>WATER SERVICE-TRANSMISSION &amp; D</b>											
60-03-53740-120-000	HOURLY WAGES-REGULAR	647.44	451.00	196.44-	143.6%	778.27	475.00	303.27-	163.8%	130.83	20.3%
60-03-53740-122-000	HOURLY WAGES-OVERTIME	109.19	.00	109.19-	.00	22.29	.00	22.29-	.00	86.90-	.00
60-03-53740-222-000	ELECTRICITY	1,629.49	2,600.00	970.51	62.7%	1,417.91	2,600.00	1,182.09	54.5%	211.58-	-8.1%
60-03-53740-225-000	TELEPHONE	1,000.60	1,500.00	499.40	66.7%	1,417.88	1,500.00	82.12	94.5%	417.28	27.8%
60-03-53740-226-000	MOBILE DEVICE	723.73	650.00	73.73-	111.3%	237.64	1,000.00	762.36	23.8%	486.09-	-87.6%
60-03-53740-245-661	Repair/Maint Storage Facilitie	784.74	2,500.00	1,715.26	31.4%	92.12	2,500.00	2,407.88	3.7%	692.62-	-27.7%
60-03-53740-290-662	Outside Contract -T& D Exp	500.00	.00	500.00-	.00	.00	.00	.00	.00	500.00-	.00
60-03-53740-311-000	POSTAGE & BOX RENTAL	.00	60.00	60.00	.00	39.53	60.00	20.47	65.9%	39.53	65.9%
60-03-53740-314-662	SMALL EQUIPMENT	481.11	5,000.00	4,518.89	9.6%	207.20	5,000.00	4,792.80	4.1%	273.91-	-5.5%
60-03-53740-349-000	OPERATING SUPPLIES-ALL OTHER	3,947.79	3,500.00	447.79-	112.8%	4,948.23	3,500.00	1,448.23-	141.4%	1,000.44	28.6%
60-03-53740-399-000	MISCELLANEOUS EXPENSE	83.92	.00	83.92-	.00	32.65	.00	32.65-	.00	51.27-	.00
Total WATER SERVICE-TRANSMISSION & D:		9,908.01	16,261.00	6,352.99	60.9%	9,193.72	16,635.00	7,441.28	55.3%	714.29-	-5.7%
<b>WATER SERVICE-FLUSHING MAINS/H</b>											
60-03-53741-120-000	HOURLY WAGES-REGULAR	15,040.85	13,789.00	1,251.85-	109.1%	12,648.59	15,295.00	2,646.41	82.7%	2,392.26-	-26.4%
60-03-53741-121-000	HOURLY WAGES-CALL TIME	105.88	.00	105.88-	.00	.00	108.00	108.00	.00	105.88-	.00
60-03-53741-122-000	HOURLY WAGES-OVERTIME	135.73	.00	135.73-	.00	61.27	.00	61.27-	.00	74.46-	.00
60-03-53741-290-000	OTHER OUTSIDE CONTRACTED SER	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
Total WATER SERVICE-FLUSHING MAINS/H:		15,282.46	13,789.00	1,493.46-	110.8%	12,709.86	15,403.00	2,693.14	82.5%	2,572.60-	-28.3%
<b>WATER SERVICE-OPERATING MAIN V</b>											
60-03-53742-120-000	HOURLY WAGES-REGULAR	105.88	5,798.00	5,692.12	1.8%	2,955.40	130.00	2,825.40-	2273.4%	2,849.52	2271.6%
60-03-53742-122-000	HOURLY WAGES-OVERTIME	.00	.00	.00	.00	308.53	.00	308.53-	.00	308.53	.00
Total WATER SERVICE-OPERATING MAIN V:		105.88	5,798.00	5,692.12	1.8%	3,263.93	130.00	3,133.93-	2510.7%	3,158.05	2508.9%
<b>WATER SERVICE-WATER METER TEST</b>											
60-03-53743-120-000	HOURLY WAGES-REGULAR	185.29	269.00	83.71	68.9%	878.83	283.00	595.83-	310.5%	693.54	241.7%

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60-03-53743-290-000	OTHER OUTSIDE CONTRACTED SER	.00	5,000.00	5,000.00	.00	2,820.00	5,000.00	2,180.00	56.4%	2,820.00	56.4%
Total WATER SERVICE-WATER METER TEST:		185.29	5,269.00	5,083.71	3.5%	3,698.83	5,283.00	1,584.17	70%	3,513.54	66.5%
<b>WATER SERVICE-EXISTING METER C</b>											
60-03-53744-120-000	HOURLY WAGES-REGULAR	2,552.11	3,164.00	611.89	80.7%	1,111.53	3,486.00	2,374.47	31.9%	1,440.58-	-48.8%
60-03-53744-122-000	HOURLY WAGES-OVERTIME	19.85	.00	19.85-	.00	.00	.00	.00	.00	19.85-	.00
Total WATER SERVICE-EXISTING METER C:		2,571.96	3,164.00	592.04	81.3%	1,111.53	3,486.00	2,374.47	31.9%	1,460.43-	-49.4%
<b>WATER SERVICE-FREEZE UP PREV/T</b>											
60-03-53745-120-000	HOURLY WAGES-REGULAR	1,887.16	579.00	1,308.16-	325.9%	50.02	1,289.00	1,238.98	3.9%	1,837.14-	-322.1%
60-03-53745-121-000	HOURLY WAGES-CALL TIME	557.06	.00	557.06-	.00	.00	585.00	585.00	.00	557.06-	.00
60-03-53745-122-000	HOURLY WAGES-OVERTIME	1,227.63	.00	1,227.63-	.00	.00	952.00	952.00	.00	1,227.63-	.00
60-03-53745-299-000	EQUIPMENT RENTAL	.00	500.00	500.00	.00	.00	500.00	500.00	.00	.00	.00
Total WATER SERVICE-FREEZE UP PREV/T:		3,671.85	1,079.00	2,592.85-	340.3%	50.02	3,326.00	3,275.98	1.5%	3,621.83-	-338.8%
<b>WATER SERVICE-CUSTOMER COMPLAI</b>											
60-03-53746-120-000	HOURLY WAGES-REGULAR	279.59	1,500.00	1,220.41	18.6%	124.32	5,896.00	5,771.68	2.1%	155.27-	-16.5%
60-03-53746-121-000	HOURLY WAGES-CALL TIME	490.74	.00	490.74-	.00	495.66	468.00	27.66-	105.9%	4.92	105.9%
60-03-53746-122-000	HOURLY WAGES-OVERTIME	444.67	32.00	412.67-	1389.6%	124.61	470.00	345.39	26.5%	320.06-	-1363.1
Total WATER SERVICE-CUSTOMER COMPLAI:		1,215.00	1,532.00	317.00	79.3%	744.59	6,834.00	6,089.41	10.9%	470.41-	-68.4%
<b>WATER SERVICE-DIGGERS HOTLINE</b>											
60-03-53747-120-000	HOURLY WAGES-REGULAR	17,626.10	16,313.00	1,313.10-	108%	23,980.28	25,000.00	1,019.72	95.9%	6,354.18	-12.1%
60-03-53747-121-000	HOURLY WAGES-CALL TIME	427.64	.00	427.64-	.00	312.28	544.00	231.72	57.4%	115.36-	57.4%
60-03-53747-122-000	HOURLY WAGES-OVERTIME	687.42	64.00	623.42-	1074.1%	410.61	74.00	336.61-	554.9%	276.81-	-519.2%
Total WATER SERVICE-DIGGERS HOTLINE:		18,741.16	16,377.00	2,364.16-	114.4%	24,703.17	25,618.00	914.83	96.4%	5,962.01	-18%
<b>WATER SERVICE-WATER SERVICE ON</b>											
60-03-53748-120-000	HOURLY WAGES-REGULAR	1,258.19	1,251.00	7.19-	100.6%	842.65	1,369.00	526.35	61.6%	415.54-	-39%
60-03-53748-121-000	HOURLY WAGES-CALL TIME	363.07	.00	363.07-	.00	52.94	261.00	208.06	20.3%	310.13-	20.3%
60-03-53748-122-000	HOURLY WAGES-OVERTIME	251.09	32.00	219.09-	784.7%	59.56	37.00	22.56-	161%	191.53-	-623.7%
Total WATER SERVICE-WATER SERVICE ON:		1,872.35	1,283.00	589.35-	145.9%	955.15	1,667.00	711.85	57.3%	917.20-	-88.6%

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<b>WATER SERVICE-GIS</b>											
60-03-53750-110-000	SALARIES-REGULAR	11,048.58	16,678.00	5,629.42	66.2%	10,591.13	17,553.00	6,961.87	60.3%	457.45-	-5.9%
60-03-53750-120-000	HOURLY WAGES-REGULAR	4,730.40	.00	4,730.40-	.00	.00	.00	.00	.00	4,730.40-	.00
60-03-53750-125-000	TEMPORARY WAGES-REGULAR	.00	6,400.00	6,400.00	.00	.00	.00	.00	.00	.00	.00
60-03-53750-157-000	EMPLOYEE EDUCATION & TRAINING	.00	500.00	500.00	.00	.00	500.00	500.00	.00	.00	.00
60-03-53750-286-000	COMPUTER LICENSE FEES	2,406.50	7,700.00	5,293.50	31.3%	8,250.00	7,700.00	550.00-	107.1%	5,843.50	75.9%
60-03-53750-290-000	OTHER OUTSIDE CONTRACTED SER	2,500.00	1,000.00	1,500.00-	250%	3,253.00	5,000.00	1,747.00	65.1%	753.00	-184.9%
Total WATER SERVICE-GIS:		20,685.48	32,278.00	11,592.52	64.1%	22,094.13	30,753.00	8,658.87	71.8%	1,408.65	7.8%
<b>WATER SERVICE-DISTRIB SYSTEM M</b>											
60-03-53751-120-000	HOURLY WAGES-REGULAR	.00	579.00	579.00	.00	.00	610.00	610.00	.00	.00	.00
60-03-53751-286-000	COMPUTER LICENSE FEES	2,170.75	2,700.00	529.25	80.4%	1,745.50	2,700.00	954.50	64.6%	425.25-	-15.8%
Total WATER SERVICE-DISTRIB SYSTEM M:		2,170.75	3,279.00	1,108.25	66.2%	1,745.50	3,310.00	1,564.50	52.7%	425.25-	-13.5%
<b>WATER SERVICE-MAINT/DIST RESER</b>											
60-03-53760-120-000	HOURLY WAGES-REGULAR	374.70	740.00	365.30	50.6%	428.37	780.00	351.63	54.9%	53.67	4.3%
60-03-53760-121-000	HOURLY WAGES-CALL TIME	.00	.00	.00	.00	50.02	.00	50.02-	.00	50.02	.00
60-03-53760-122-000	HOURLY WAGES-OVERTIME	.00	.00	.00	.00	66.48	.00	66.48-	.00	66.48	.00
60-03-53760-290-000	OTHER OUTSIDE CONTRACTED SER	13,397.59	6,000.00	7,397.59-	223.3%	4,897.59	6,000.00	1,102.41	81.6%	8,500.00-	-141.7%
60-03-53760-349-000	OPERATING SUPPLIES-ALL OTHER	.00	300.00	300.00	.00	.00	300.00	300.00	.00	.00	.00
Total WATER SERVICE-MAINT/DIST RESER:		13,772.29	7,040.00	6,732.29-	195.6%	5,442.46	7,080.00	1,637.54	76.9%	8,329.83-	-118.8%
<b>WATER SERVICE-MAINT/MAINS</b>											
60-03-53761-120-000	HOURLY WAGES-REGULAR	10,548.29	4,082.00	6,466.29-	258.4%	9,911.67	.00	9,911.67-	.00	636.62-	-258.4%
60-03-53761-121-000	HOURLY WAGES-CALL TIME	721.54	.00	721.54-	.00	104.48	256.00	151.52	40.8%	617.06-	40.8%
60-03-53761-122-000	HOURLY WAGES-OVERTIME	5,134.22	96.00	5,038.22-	5348.1%	1,346.44	4,117.00	2,770.56	32.7%	3,787.78-	-5315.4
60-03-53761-251-000	REPAIRS/MAINT-MAINT OF MAINS	1,735.22	20,000.00	18,264.78	8.7%	14,280.06	20,000.00	5,719.94	71.4%	12,544.84	62.7%
60-03-53761-290-000	OTHER OUTSIDE CONTRACTED SER	38,891.14	20,000.00	18,891.14-	194.5%	20,127.70	40,000.00	19,872.30	50.3%	18,763.44-	-144.1%
60-03-53761-314-000	SMALL EQUIPMENT	.00	500.00	500.00	.00	39.98	500.00	460.02	8%	39.98	8%
60-03-53761-349-000	OPERATING SUPPLIES-ALL OTHER	3.52	.00	3.52-	.00	309.54	.00	309.54-	.00	306.02	.00
Total WATER SERVICE-MAINT/MAINS:		57,033.93	44,678.00	12,355.93-	127.7%	46,119.87	64,873.00	18,753.13	71.1%	10,914.06-	-56.6%
<b>WATER SERVICE-MAINT/SERVICES</b>											
60-03-53762-120-000	HOURLY WAGES-REGULAR	3,311.98	4,144.00	832.02	79.9%	947.41	4,951.00	4,003.59	19.1%	2,364.57-	-60.8%
60-03-53762-121-000	HOURLY WAGES-CALL TIME	154.50	.00	154.50-	.00	.00	50.00	50.00	.00	154.50-	.00

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60-03-53762-122-000	HOURLY WAGES-OVERTIME	253.91	268.00	14.09	94.7%	.00	304.00	304.00	.00	253.91-	-94.7%
60-03-53762-252-000	REPAIRS/MAINT-MAINT OF SERVICE	4,785.96	10,000.00	5,214.04	47.9%	4,676.77	10,000.00	5,323.23	46.8%	109.19-	-1.1%
60-03-53762-256-000	REPAIRS/MAINT-CROSS CONNECTIO	9,346.00	25,000.00	15,654.00	37.4%	9,450.00	25,000.00	15,550.00	37.8%	104.00	.4%
60-03-53762-290-000	OTHER OUTSIDE CONTRACTED SER	9,277.33	5,000.00	4,277.33-	185.5%	19,119.25	5,000.00	14,119.25-	382.4%	9,841.92	196.8%
Total WATER SERVICE-MAINT/SERVICES:		27,129.68	44,412.00	17,282.32	61.1%	34,193.43	45,305.00	11,111.57	75.5%	7,063.75	14.4%
<b>WATER SERVICE-MAINT/METERS</b>											
60-03-53763-120-000	HOURLY WAGES-REGULAR	7,747.50	3,894.00	3,853.50-	199%	3,690.48	4,152.00	461.52	88.9%	4,057.02-	-110.1%
60-03-53763-121-000	HOURLY WAGES-CALL TIME	110.00	.00	110.00-	.00	100.11	54.00	46.11-	185.4%	9.89-	185.4%
60-03-53763-122-000	HOURLY WAGES-OVERTIME	207.36	.00	207.36-	.00	75.09	.00	75.09-	.00	132.27-	.00
60-03-53763-253-000	REPAIRS/MAINT-MAINT OF METERS	3,349.79	3,000.00	349.79-	111.7%	1,976.48	3,000.00	1,023.52	65.9%	1,373.31-	-45.8%
60-03-53763-349-000	OPERATING SUPPLIES-ALL OTHER	5,849.04	500.00	5,349.04-	1169.8%	.00	500.00	500.00	.00	5,849.04-	-1169.8%
Total WATER SERVICE-MAINT/METERS:		17,263.69	7,394.00	9,869.69-	233.5%	5,842.16	7,706.00	1,863.84	75.8%	11,421.53-	-157.7%
<b>WATER SERVICE-MAINT/HYDRANTS</b>											
60-03-53764-120-000	HOURLY WAGES-REGULAR	1,127.07	3,657.00	2,529.93	30.8%	5,170.55	3,876.00	1,294.55-	133.4%	4,043.48	102.6%
60-03-53764-125-000	TEMPORARY WAGES-REGULAR	.00	.00	.00	.00	1,568.00	.00	1,568.00-	.00	1,568.00	.00
60-03-53764-254-000	REPAIRS/MAINT-MAINT OF HYDRANT	4,050.92	1,000.00	3,050.92-	405.1%	4,040.62	1,000.00	3,040.62-	404.1%	10.30-	-1%
60-03-53764-290-000	REPAIRS/MAINT- HYDRANT-OUTSIDE	.00	30,000.00	30,000.00	.00	.00	30,000.00	30,000.00	.00	.00	.00
60-03-53764-349-000	OPERATING SUPPLIES-ALL OTHER	.00	1,500.00	1,500.00	.00	2,058.02	1,500.00	558.02-	137.2%	2,058.02	137.2%
Total WATER SERVICE-MAINT/HYDRANTS:		5,177.99	36,157.00	30,979.01	14.3%	12,837.19	36,376.00	23,538.81	35.3%	7,659.20	21%
<b>WATER SERVICE-MAINT/OTHER PLAN</b>											
60-03-53765-120-000	HOURLY WAGES-REGULAR	961.60	9,544.00	8,582.40	10.1%	2,254.37	10,412.00	8,157.63	21.7%	1,292.77	11.6%
Total WATER SERVICE-MAINT/OTHER PLAN:		961.60	9,544.00	8,582.40	10.1%	2,254.37	10,412.00	8,157.63	21.7%	1,292.77	11.6%
<b>WATER SERVICE-MAINT/VEHICLES</b>											
60-03-53766-120-000	HOURLY WAGES-REGULAR	594.04	2,355.00	1,760.96	25.2%	660.40	2,531.00	1,870.60	26.1%	66.36	.9%
60-03-53766-241-000	REPAIRS/MAINT-MOTOR VEHICLES	.00	2,000.00	2,000.00	.00	914.74	2,000.00	1,085.26	45.7%	914.74	45.7%
60-03-53766-351-000	REPAIR/MAINT SUPPLIES-GASOLINE	31.86	750.00	718.14	4.2%	.00	750.00	750.00	.00	31.86-	-4.2%
60-03-53766-352-000	REPAIR/MAINT SUPPLIES-MOTOR VE	815.44	1,200.00	384.56	68%	308.32	1,200.00	891.68	25.7%	507.12-	-42.3%
60-03-53766-390-000	OTHER SUPPLIES-ALL OTHER SUPPL	140.95	100.00	40.95-	141%	120.00	100.00	20.00-	120%	20.95-	-21%
Total WATER SERVICE-MAINT/VEHICLES:		1,582.29	6,405.00	4,822.71	24.7%	2,003.46	6,581.00	4,577.54	30.4%	421.17	5.7%

Account Number	Account Title	08/19 Prior YTD Actual	2019 Prior year Budget	Prior YTD Remaining	PY % Completed	08/20 Cur YTD Actual	08/20 Cur Year Budget	Current YTD Remaining	CY % Completed	YTD Actual Variance from PY Actual	CY vs. PY % Complete
<b>WATER SERVICE-CUST ACCTS/METER</b>											
60-03-53770-120-000	HOURLY WAGES-REGULAR	.00	4,115.00	4,115.00	.00	25.01	10,684.00	10,658.99	.2%	25.01	.2%
60-03-53770-287-000	COMPUTER MAINT SERVICES	2,250.00	1,500.00	750.00-	150%	.00	1,500.00	1,500.00	.00	2,250.00-	-150%
60-03-53770-314-000	SMALL EQUIPMENT	.00	1,000.00	1,000.00	.00	.00	1,000.00	1,000.00	.00	.00	.00
60-03-53770-349-000	OPERATING SUPPLIES-ALL OTHER	.00	500.00	500.00	.00	.00	500.00	500.00	.00	.00	.00
<b>Total WATER SERVICE-CUST ACCTS/METER:</b>		<b>2,250.00</b>	<b>7,115.00</b>	<b>4,865.00</b>	<b>31.6%</b>	<b>25.01</b>	<b>13,684.00</b>	<b>13,658.99</b>	<b>.2%</b>	<b>2,224.99-</b>	<b>-31.4%</b>
<b>WATER SERVICE-CUST ACCTS/ACCTI</b>											
60-03-53771-110-000	SALARIES-REGULAR	14,181.83	21,207.00	7,025.17	66.9%	14,890.24	22,571.00	7,680.76	66%	708.41	-9%
60-03-53771-120-000	HOURLY WAGES-REGULAR	11,117.05	26,198.00	15,080.95	42.4%	18,331.95	26,892.00	8,560.05	68.2%	7,214.90	25.7%
60-03-53771-122-000	HOURLY WAGES-OVERTIME	1,031.82	213.00	818.82-	484.4%	3,400.65	351.00	3,049.65-	968.8%	2,368.83	484.4%
60-03-53771-133-000	LONGEVITY PAY	.00	225.00	225.00	.00	.00	.00	.00	.00	.00	.00
60-03-53771-139-000	BONUS/INCENTIVE PAY	100.00	250.00	150.00	40%	.00	250.00	250.00	.00	100.00-	-40%
60-03-53771-213-000	ACCOUNTING & AUDITING FEES	6,040.53	10,000.00	3,959.47	60.4%	5,729.09	10,000.00	4,270.91	57.3%	311.44-	-3.1%
60-03-53771-281-000	POSTAGE METER LEASE	215.88	500.00	284.12	43.2%	.00	500.00	500.00	.00	215.88-	-43.2%
60-03-53771-286-000	COMPUTER LICENSE FEES	13,736.74	12,000.00	1,736.74-	114.5%	7,850.55	12,000.00	4,149.45	65.4%	5,886.19-	-49.1%
60-03-53771-310-000	OFFICE SUPPLIES	5.40	500.00	494.60	1.1%	.00	500.00	500.00	.00	5.40-	-1.1%
60-03-53771-311-000	POSTAGE & BOX RENTAL	2,961.43	3,000.00	38.57	98.7%	4,828.64	3,000.00	1,828.64-	161%	1,867.21	62.2%
60-03-53771-312-000	OUTSIDE PRINTING/STATIONERY &	572.50	1,200.00	627.50	47.7%	1,648.50	1,200.00	448.50-	137.4%	1,076.00	89.7%
60-03-53771-741-000	LOSSES-BAD DEBT EXPENSES	46.93-	100.00	146.93	-46.9%	.00	100.00	100.00	.00	46.93	46.9%
<b>Total WATER SERVICE-CUST ACCTS/ACCTI:</b>		<b>49,916.25</b>	<b>75,393.00</b>	<b>25,476.75</b>	<b>66.2%</b>	<b>56,679.62</b>	<b>77,364.00</b>	<b>20,684.38</b>	<b>73.3%</b>	<b>6,763.37</b>	<b>7.1%</b>
<b>WATER SERVICE-PRIVATE WELL PRO</b>											
60-03-53775-120-000	HOURLY WAGES-REGULAR	.00	1,962.00	1,962.00	.00	.00	2,118.00	2,118.00	.00	.00	.00
60-03-53775-294-000	WATER TESTING SERVICES	621.00	3,500.00	2,879.00	17.7%	319.00	3,500.00	3,181.00	9.1%	302.00-	-8.6%
60-03-53775-311-000	POSTAGE & BOX RENTAL	62.00	100.00	38.00	62%	40.50	100.00	59.50	40.5%	21.50-	-21.5%
<b>Total WATER SERVICE-PRIVATE WELL PRO:</b>		<b>683.00</b>	<b>5,562.00</b>	<b>4,879.00</b>	<b>12.3%</b>	<b>359.50</b>	<b>5,718.00</b>	<b>5,358.50</b>	<b>6.3%</b>	<b>323.50-</b>	<b>-6%</b>
<b>WATER SERVICE-ADMINISTRATION</b>											
60-03-53780-110-000	SALARIES-REGULAR	57,950.47	92,337.00	34,386.53	62.8%	79,009.06	123,128.00	44,118.94	64.2%	21,058.59	1.4%
60-03-53780-120-000	HOURLY WAGES-REGULAR	43,479.57	49,669.00	6,189.43	87.5%	30,652.36	52,219.00	21,566.64	58.7%	12,827.21-	-28.8%
60-03-53780-121-000	HOURLY WAGES-CALL TIME	97.24	.00	97.24-	.00	.00	.00	.00	.00	97.24-	.00
60-03-53780-122-000	HOURLY WAGES-OVERTIME	1,006.20	180.00	826.20-	559%	229.48	1,563.00	1,333.52	14.7%	776.72-	-544.3%
60-03-53780-133-000	LONGEVITY PAY	.00	892.00	892.00	.00	.00	.00	.00	.00	.00	.00
60-03-53780-139-000	BONUS/INCENTIVE PAY	600.00	1,000.00	400.00	60%	.00	1,000.00	1,000.00	.00	600.00-	-60%
60-03-53780-151-000	SOCIAL SECURITY	19,739.97	27,490.00	7,750.03	71.8%	20,546.80	31,836.00	11,289.20	64.5%	806.83	-7.3%

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60-03-53780-152-000	RETIREMENT-ER/EE SHARE	17,017.72	23,526.00	6,508.28	72.3%	18,781.22	28,047.00	9,265.78	67%	1,763.50	-5.4%
60-03-53780-154-000	HEALTH INSURANCE	51,525.28	80,625.00	29,099.72	63.9%	48,300.41	82,529.00	34,228.59	58.5%	3,224.87-	-5.4%
60-03-53780-155-000	LIFE INSURANCE	444.91	761.00	316.09	58.5%	545.12	825.00	279.88	66.1%	100.21	7.6%
60-03-53780-156-000	WORKER'S COMP INSURANCE	7,372.24	12,982.00	5,609.76	56.8%	7,872.73	11,561.00	3,688.27	68.1%	500.49	11.3%
60-03-53780-157-000	EMPLOYEE EDUCATION & TRAINING	858.67	5,000.00	4,141.33	17.2%	600.00	5,000.00	4,400.00	12%	258.67-	-5.2%
60-03-53780-162-000	UNIFORM RENTAL	.00	500.00	500.00	.00	275.00	500.00	225.00	55%	275.00	55%
60-03-53780-162-586	UNIFORM RENTAL-BORTH	209.71	1,000.00	790.29	21%	228.47	1,000.00	771.53	22.8%	18.76	1.9%
60-03-53780-162-588	UNIFORM RENTAL-DIETSCH	333.84	1,000.00	666.16	33.4%	363.94	1,000.00	636.06	36.4%	30.10	3%
60-03-53780-162-590	UNIFORM RENTAL-KRAUSE	181.42	1,000.00	818.58	18.1%	237.77	1,000.00	762.23	23.8%	56.35	5.6%
60-03-53780-164-000	EMPLOYEE HEALTH TESTS	113.75	500.00	386.25	22.8%	95.00	500.00	405.00	19%	18.75-	-3.8%
60-03-53780-167-000	POST EMPLOYEE HEALTH	.00	2,086.00	2,086.00	.00	.00	1,485.00	1,485.00	.00	.00	.00
60-03-53780-172-000	EMPLOYEE AWARDS	257.92	.00	257.92-	.00	.00	.00	.00	.00	257.92-	.00
60-03-53780-208-000	REGULATORY COMMISSION FEES	125.00	2,000.00	1,875.00	6.3%	.00	2,000.00	2,000.00	.00	125.00-	-6.3%
60-03-53780-212-000	LEGAL SERVICES	240.50	500.00	259.50	48.1%	185.00	500.00	315.00	37%	55.50-	-11.1%
60-03-53780-215-000	ARCHITECTURAL & ENGINEERING FE	29,269.98	100,000.00	70,730.02	29.3%	22,447.72	100,000.00	77,552.28	22.4%	6,822.26-	-6.8%
60-03-53780-225-000	TELEPHONE	920.21	1,200.00	279.79	76.7%	979.41	1,200.00	220.59	81.6%	59.20	4.9%
60-03-53780-286-000	COMPUTER LICENSE FEES	3,964.34	5,000.00	1,035.66	79.3%	795.00	5,000.00	4,205.00	15.9%	3,169.34-	-63.4%
60-03-53780-290-000	OTHER OUTSIDE CONTRACTED SER	1,741.87	7,500.00	5,758.13	23.2%	3,878.19	7,500.00	3,621.81	51.7%	2,136.32	28.5%
60-03-53780-310-000	OFFICE SUPPLIES	275.19	100.00	175.19-	275.2%	53.95	100.00	46.05	54%	221.24-	-221.2%
60-03-53780-311-000	POSTAGE & BOX RENTAL	1,390.95	1,500.00	109.05	92.7%	1,290.11	1,500.00	209.89	86%	100.84-	-6.7%
60-03-53780-312-000	OUTSIDE PRINTING/STATIONERY &	1,229.56	2,500.00	1,270.44	49.2%	1,061.00	2,500.00	1,439.00	42.4%	168.56-	-6.7%
60-03-53780-314-000	SMALL EQUIPMENT	1,865.18	1,000.00	865.18-	186.5%	852.35	1,000.00	147.65	85.2%	1,012.83-	-101.3%
60-03-53780-321-000	PUBLICATION FEES-LEGAL NOTICES	90.24	500.00	409.76	18%	190.67	500.00	309.33	38.1%	100.43	20.1%
60-03-53780-324-000	MEMBERSHIP DUES	2,653.39	3,000.00	346.61	88.4%	2,578.98	3,000.00	421.02	86%	74.41-	-2.5%
60-03-53780-325-000	REGISTRATION FEES/TUITION	630.50	2,000.00	1,369.50	31.5%	659.60	2,000.00	1,340.40	33%	29.10	1.5%
60-03-53780-334-000	COMMERCIAL TRAVEL EXPENSES	252.24	1,500.00	1,247.76	16.8%	481.69	1,500.00	1,018.31	32.1%	229.45	15.3%
60-03-53780-335-000	MEETING EXPENSES	94.61	1,000.00	905.39	9.5%	.00	1,000.00	1,000.00	.00	94.61-	-9.5%
60-03-53780-336-000	LODGING	124.94	2,500.00	2,375.06	5%	.00	2,500.00	2,500.00	.00	124.94-	-5%
60-03-53780-346-000	OPERATING SUPPLIES-CLTHNG ALLW	56.23	500.00	443.77	11.2%	.00	500.00	500.00	.00	56.23-	-11.2%
60-03-53780-346-586	UNIFORM ALLOWANCE-BORTH	163.53	195.00	31.47	83.9%	179.35	195.00	15.65	92%	15.82	8.1%
60-03-53780-346-588	UNIFORM ALLOW-DIETSCH	158.24	195.00	36.76	81.1%	.00	195.00	195.00	.00	158.24-	-81.1%
60-03-53780-346-590	UNIFORM ALLOW-KRAUSE	79.06	195.00	115.94	40.5%	.00	195.00	195.00	.00	79.06-	-40.5%
60-03-53780-351-000	REPAIR/MAINT SUPPLIES-GASOLINE	5,395.24	10,000.00	4,604.76	54%	2,801.31	10,000.00	7,198.69	28%	2,593.93-	-25.9%
60-03-53780-358-000	REPAIR/MAINT SUPPLIES-WATER	577.08	.00	577.08-	.00	.00	.00	.00	.00	577.08-	.00
60-03-53780-363-000	OTHER SUPPLIES-SIGNAGE PARTS	201.29	.00	201.29-	.00	.00	.00	.00	.00	201.29-	.00
60-03-53780-390-000	OTHER SUPPLIES-ALL OTHER SUPPL	53.92	.00	53.92-	.00	.00	.00	.00	.00	53.92-	.00
60-03-53780-399-000	MISCELLANEOUS EXPENSE	45.00	250.00	205.00	18%	37.75	250.00	212.25	15.1%	7.25-	-2.9%
60-03-53780-511-000	INSURANCE-BUILDINGS	9,781.00	7,500.00	2,281.00-	130.4%	8,821.00	7,500.00	1,321.00-	117.6%	960.00-	-12.8%
60-03-53780-512-000	INSURANCE-VEHICLES/EQUIPMENT	1,380.18	2,000.00	619.82	69%	717.45	2,000.00	1,282.55	35.9%	662.73-	-33.1%

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60-03-53780-513-000	INSURANCE-PUBLIC LIABILITY	314.22	600.00	285.78	52.4%	325.75	600.00	274.25	54.3%	11.53	1.9%
Total WATER SERVICE-ADMINISTRATION:		264,262.60	453,783.00	189,520.40	58.2%	256,073.64	496,428.00	240,354.36	51.6%	8,188.96-	-6.7%
<b>WATER SERVICE-OTHER OPERATING</b>											
60-03-53790-541-000	DEPRECIATION EXPENSE	.00	600,000.00	600,000.00	.00	400,000.00	600,000.00	200,000.00	66.7%	400,000.00	66.7%
60-03-53790-592-000	FIXED CHARGES-PMT IN LIEU OF T	.00	465,000.00	465,000.00	.00	310,000.00	465,000.00	155,000.00	66.7%	310,000.00	66.7%
Total WATER SERVICE-OTHER OPERATING:		.00	1,065,000.00	1,065,000.00	.00	710,000.00	1,065,000.00	355,000.00	66.7%	710,000.00	66.7%
<b>INTEREST-2000C WATER REV BONDS</b>											
60-08-58310-621-000	INT-BONDS PAYABLE/2018B WATER	37,551.25	.00	37,551.25-	.00	.00	.00	.00	.00	37,551.25-	.00
Total INTEREST-2000C WATER REV BONDS:		37,551.25	.00	37,551.25-	.00	.00	.00	.00	.00	37,551.25-	.00
<b>INTEREST-2019A G.O.</b>											
60-08-58324-622-000	INT-2019A GO NOTES	.00	.00	.00	.00	30,922.15	.00	30,922.15-	.00	30,922.15	.00
Total INTEREST-2019A G.O.:		.00	.00	.00	.00	30,922.15	.00	30,922.15-	.00	30,922.15	.00
<b>INTEREST-2006B WATER BONDS</b>											
60-08-58335-621-000	INT-BONDS PAYABLE/2006B WATER	.00	72,375.00	72,375.00	.00	34,821.25	72,375.00	37,553.75	48.1%	34,821.25	48.1%
Total INTEREST-2006B WATER BONDS:		.00	72,375.00	72,375.00	.00	34,821.25	72,375.00	37,553.75	48.1%	34,821.25	48.1%
<b>BOND ISSUANCE EXPENSES</b>											
60-08-58400-290-000	OTHER OUTSIDE CONTRACTED SER	.00	100.00	100.00	.00	.00	.00	.00	.00	.00	.00
Total BOND ISSUANCE EXPENSES:		.00	100.00	100.00	.00	.00	.00	.00	.00	.00	.00
<b>TRANSFER TO GENERAL FUND</b>											
60-09-59210-900-000	TRANSFER OUT - GENERAL FUND	1,998.33	.00	1,998.33-	.00	.00	.00	.00	.00	1,998.33-	.00
Total TRANSFER TO GENERAL FUND:		1,998.33	.00	1,998.33-	.00	.00	.00	.00	.00	1,998.33-	.00
<b>TRANSFER TO DEBT SERV-EXISTING</b>											
60-09-59230-900-000	TRANSFERS OUT-DEBT SERV FUND	4,767.29	6,431.00	1,663.71	74.1%	4,767.30	6,431.00	1,663.70	74.1%	.01	.00

Account Number	Account Title	08/19 Prior YTD Actual	2019 Prior year Budget	Prior YTD Remaining	PY % Completed	08/20 Cur YTD Actual	08/20 Cur Year Budget	Current YTD Remaining	CY % Completed	YTD Actual Variance from PY Actual	CY vs. PY % Complete
Total TRANSFER TO DEBT SERV-EXISTING:		4,767.29	6,431.00	1,663.71	74.1%	4,767.30	6,431.00	1,663.70	74.1%	.01	.00
WATER UTILITY FUND Revenue Total:		1,851,420.45	2,543,208.00	691,787.55	72.8%	1,772,730.28	2,504,710.00	731,979.72	70.8%	78,690.17-	-2%
<b>WATER UTILITY FUND Expenditure Total:</b>		<b>769,658.57</b>	2,359,825.00	1,590,166.43	<b>32.6%</b>	<b>1,621,384.06</b>	2,457,899.00	836,514.94	<b>66%</b>	851,725.49	33.4%
Net Total WATER UTILITY FUND:		1,081,761.88	183,383.00	898,378.88-	589.9%	151,346.22	46,811.00	104,535.22-	323.3%	930,415.66-	-266.6%
<b>SEWER UTILITY FUND</b>											
<b>PUBLIC CHARGES FOR SERVICE</b>											
61-00-46160-000-000	GEN GOVT-NSF CHECK FEES	175.00	100.00	75.00-	175%	62.50	100.00	37.50	62.5%	112.50-	-112.5%
61-00-46411-920-000	METERED SALES-RESIDENTIAL	830,822.16	1,320,000.00	489,177.84	62.9%	866,736.07	1,440,000.00	573,263.93	60.2%	35,913.91	-2.8%
61-00-46411-921-000	METERED SALES-COMMERCIAL	488,283.26	720,000.00	231,716.74	67.8%	481,221.62	700,000.00	218,778.38	68.7%	7,061.64-	.9%
61-00-46411-922-000	METERED SALES-INDUSTRIAL	119,636.60	220,000.00	100,363.40	54.4%	123,727.31	175,000.00	51,272.69	70.7%	4,090.71	16.3%
61-00-46411-923-000	METERED SALES-PUBLIC AUTHORIT	46,698.67	62,000.00	15,301.33	75.3%	38,804.01	62,000.00	23,195.99	62.6%	7,894.66-	-12.7%
61-00-46411-924-000	METERED SALES-MISC/OTHER	.00	150.00	150.00	.00	.00	150.00	150.00	.00	.00	.00
61-00-46411-929-000	UNMETERED SALES	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
61-00-46412-930-000	MISC REVENUE-FORFEITED DISCOU	4,411.74	4,500.00	88.26	98%	898.33	4,500.00	3,601.67	20%	3,513.41-	-78.1%
61-00-46412-939-000	MISC REVENUE-ALL OTHER	725.00	.00	725.00-	.00	.00	.00	.00	.00	725.00-	.00
61-00-46413-000-000	SEWAGE SERVICE-ASSESSMENT CH	2,140.00	3,000.00	860.00	71.3%	2,350.00	3,000.00	650.00	78.3%	210.00	7%
61-00-46414-000-000	SEWAGE SERVICE-PERMITS	735.00	1,300.00	565.00	56.5%	1,095.00	1,300.00	205.00	84.2%	360.00	27.7%
61-00-46415-000-000	SEWAGE SERVICE-HOOK UP CHARG	16,570.00	25,000.00	8,430.00	66.3%	11,605.00	25,000.00	13,395.00	46.4%	4,965.00-	-19.9%
Total PUBLIC CHARGES FOR SERVICE:		1,510,197.43	2,356,050.00	845,852.57	64.1%	1,526,499.84	2,411,050.00	884,550.16	63.3%	16,302.41	-8%
<b>MISCELLANEOUS REVENUE</b>											
61-00-48110-001-000	INTEREST-INVESTMENTS	109,621.22	50,000.00	59,621.22-	219.2%	77,360.09	50,000.00	27,360.09-	154.7%	32,261.13-	-64.5%
61-00-48110-009-000	INTEREST-MARKET VALUE ADJUST.	159,420.42	.00	159,420.42-	.00	34,397.89	.00	34,397.89-	.00	125,022.53-	.00
61-00-48110-063-000	INTEREST-FROM STORMWATER FUN	.00	600.00	600.00	.00	.00	600.00	600.00	.00	.00	.00
61-00-48130-000-000	INTEREST-SPECIAL ASSESSMENTS	.73	.00	.73-	.00	10.77	.00	10.77-	.00	10.04	.00
61-00-48550-945-000	CAP CONTRIBS-CUSTOMERS/REU	1,450.00	15,000.00	13,550.00	9.7%	725.00	2,000.00	1,275.00	36.3%	725.00-	26.6%
61-00-48550-946-000	CAP CONTRIBS-CUSTOMERS/SPEC A	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
Total MISCELLANEOUS REVENUE:		270,492.37	65,600.00	204,892.37-	412.3%	112,493.75	52,600.00	59,893.75-	213.9%	157,998.62-	-198.5%
<b>SEWAGE SERVICE-SERVICES</b>											
61-03-53600-252-000	REPAIRS/MAINT-MAINT OF SERVICE	1,695.76	.00	1,695.76-	.00	10,437.63	.00	10,437.63-	.00	8,741.87	.00

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<b>Total SEWAGE SERVICE-SERVICES:</b>		1,695.76	.00	1,695.76-	.00	10,437.63	.00	10,437.63-	.00	8,741.87	.00
<b>SEWAGE SERVICE-LIFT STATION MA</b>											
61-03-53601-120-000	HOURLY WAGES-REGULAR	16,285.78	24,151.00	7,865.22	67.4%	15,691.82	26,054.00	10,362.18	60.2%	593.96-	-7.2%
61-03-53601-121-000	HOURLY WAGES-CALL TIME	846.64	.00	846.64-	.00	525.14	800.00	274.86	65.6%	321.50-	65.6%
61-03-53601-122-000	HOURLY WAGES-OVERTIME	787.37	2,871.00	2,083.63	27.4%	685.94	3,041.00	2,355.06	22.6%	101.43-	-4.9%
61-03-53601-138-000	STANDBY DUTY PAY	5,220.00	7,800.00	2,580.00	66.9%	5,040.00	7,800.00	2,760.00	64.6%	180.00-	-2.3%
61-03-53601-242-000	REPAIRS/MAINT-OTHER MACHINERY	18,718.85	20,000.00	1,281.15	93.6%	1,669.24	20,000.00	18,330.76	8.3%	17,049.61-	-85.2%
61-03-53601-245-000	REPAIRS/MAINT-GROUNDS & GROUN	1,445.50	2,600.00	1,154.50	55.6%	954.00	2,600.00	1,646.00	36.7%	491.50-	-18.9%
61-03-53601-247-000	REPAIRS/MAINT-BUILDINGS	57.54	10,000.00	9,942.46	.6%	1,477.98	5,000.00	3,522.02	29.6%	1,420.44	29%
61-03-53601-296-000	LANDFILL SERVICES	298.77	1,000.00	701.23	29.9%	967.85	1,000.00	32.15	96.8%	669.08	66.9%
61-03-53601-349-000	OPERATING SUPPLIES-ALL OTHER	1,056.08	1,000.00	56.08-	105.6%	803.45	1,000.00	196.55	80.3%	252.63-	-25.3%
<b>Total SEWAGE SERVICE-LIFT STATION MA:</b>		44,716.53	69,422.00	24,705.47	64.4%	27,815.42	67,295.00	39,479.58	41.3%	16,901.11-	-23.1%
<b>SEWAGE SERVICE-SEWER JETTING</b>											
61-03-53602-120-000	HOURLY WAGES-REGULAR	11,453.30	6,411.00	5,042.30-	178.7%	7,697.72	6,827.00	870.72-	112.8%	3,755.58-	-65.9%
61-03-53602-121-000	HOURLY WAGES-CALL TIME	.00	.00	.00	.00	54.46	.00	54.46-	.00	54.46	.00
61-03-53602-122-000	HOURLY WAGES-OVERTIME	20.07	.00	20.07-	.00	30.63	.00	30.63-	.00	10.56	.00
61-03-53602-125-000	TEMPORARY WAGES-REGULAR	.00	.00	.00	.00	4,116.00	.00	4,116.00-	.00	4,116.00	.00
61-03-53602-290-000	OTHER OUTSIDE CONTRACTED SER	.00	30,000.00	30,000.00	.00	.00	.00	.00	.00	.00	.00
61-03-53602-296-000	LANDFILL SERVICES	125.01	1,000.00	874.99	12.5%	.00	1,000.00	1,000.00	.00	125.01-	-12.5%
<b>Total SEWAGE SERVICE-SEWER JETTING:</b>		11,598.38	37,411.00	25,812.62	31%	11,898.81	7,827.00	4,071.81-	152%	300.43	121%
<b>SEWAGE SERVICE-MANHOLE/MAIN RE</b>											
61-03-53603-120-000	HOURLY WAGES-REGULAR	5,416.75	8,292.00	2,875.25	65.3%	6,277.24	9,000.00	2,722.76	69.7%	860.49	4.4%
61-03-53603-251-000	REPAIRS/MAINT-MAINT OF MAINS	20,050.02	12,000.00	8,050.02-	167.1%	.00	10,000.00	10,000.00	.00	20,050.02-	-167.1%
61-03-53603-290-000	OTHER OUTSIDE CONTRACTED SER	36,435.00	20,000.00	16,435.00-	182.2%	16,425.19	40,000.00	23,574.81	41.1%	20,009.81-	-141.1%
61-03-53603-349-000	OPERATING SUPPLIES-ALL OTHER	469.44	.00	469.44-	.00	2,476.47	10,000.00	7,523.53	24.8%	2,007.03	24.8%
<b>Total SEWAGE SERVICE-MANHOLE/MAIN RE:</b>		62,371.21	40,292.00	22,079.21-	154.8%	25,178.90	69,000.00	43,821.10	36.5%	37,192.31-	-118.3%
<b>SEWAGE SERVICE-CUSTOMER COMPLA</b>											
61-03-53604-120-000	HOURLY WAGES-REGULAR	63.84	577.00	513.16	11.1%	13.62	607.00	593.38	2.2%	50.22-	-8.8%
61-03-53604-121-000	HOURLY WAGES-CALL TIME	154.50	.00	154.50-	.00	168.36	54.00	114.36-	311.8%	13.86	311.8%
61-03-53604-122-000	HOURLY WAGES-OVERTIME	142.79	125.00	17.79-	114.2%	105.85	132.00	26.15	80.2%	36.94-	-34%

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<b>Total SEWAGE SERVICE-CUSTOMER COMPLA:</b>		361.13	702.00	340.87	51.4%	287.83	793.00	505.17	36.3%	73.30-	-15.1%
<b>SEWAGE SERVICE-TELEVISIONING</b>											
61-03-53605-120-000	HOURLY WAGES-REGULAR	57.06	2,547.00	2,489.94	2.2%	206.74	2,707.00	2,500.26	7.6%	149.68	5.4%
61-03-53605-290-000	OTHER OUTSIDE CONTRACTED SER	.00	20,000.00	20,000.00	.00	.00	90,000.00	90,000.00	.00	.00	.00
<b>Total SEWAGE SERVICE-TELEVISIONING:</b>		57.06	22,547.00	22,489.94	.3%	206.74	92,707.00	92,500.26	.2%	149.68	.00
<b>SEWAGE SERVICE-MAINT VEHICLES</b>											
61-03-53606-120-000	HOURLY WAGES-REGULAR	2,782.10	1,964.00	818.10-	141.7%	688.57	2,172.00	1,483.43	31.7%	2,093.53-	-110%
61-03-53606-241-000	REPAIRS/MAINT-MOTOR VEHICLES	279.04	3,000.00	2,720.96	9.3%	924.11	3,000.00	2,075.89	30.8%	645.07	21.5%
61-03-53606-314-000	SMALL EQUIPMENT	.00	200.00	200.00	.00	.00	200.00	200.00	.00	.00	.00
61-03-53606-351-000	REPAIR/MAINT SUPPLIES-GASOLINE	23.88	250.00	226.12	9.6%	.00	250.00	250.00	.00	23.88-	-9.6%
61-03-53606-352-000	REPAIR/MAINT SUPPLIES-MOTOR VE	238.81	1,000.00	761.19	23.9%	804.00	1,000.00	196.00	80.4%	565.19	56.5%
<b>Total SEWAGE SERVICE-MAINT VEHICLES:</b>		3,323.83	6,414.00	3,090.17	51.8%	2,416.68	6,622.00	4,205.32	36.5%	907.15-	-15.3%
<b>SEWAGE SERVICE-MAPPING/AS-BUIL</b>											
61-03-53607-110-000	SALARIES-REGULAR	11,048.58	16,678.00	5,629.42	66.2%	10,590.76	17,553.00	6,962.24	60.3%	457.82-	-5.9%
61-03-53607-157-000	EMPLOYEE EDUCATION & TRAINING	.00	500.00	500.00	.00	.00	500.00	500.00	.00	.00	.00
61-03-53607-286-000	COMPUTER LICENSE FEES	2,406.50	7,700.00	5,293.50	31.3%	.00	3,000.00	3,000.00	.00	2,406.50-	-31.3%
61-03-53607-290-000	OTHER OUTSIDE CONTRACTED SER	.00	.00	.00	.00	3,094.00	5,000.00	1,906.00	61.9%	3,094.00	61.9%
<b>Total SEWAGE SERVICE-MAPPING/AS-BUIL:</b>		13,455.08	24,878.00	11,422.92	54.1%	13,684.76	26,053.00	12,368.24	52.5%	229.68	-1.6%
<b>SEWAGE SERVICE-OPERATING EXPEN</b>											
61-03-53610-157-000	EMPLOYEE EDUCATION & TRAINING	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
61-03-53610-221-000	WATER/SEWER/STORMWATER	181.14	400.00	218.86	45.3%	4.44	400.00	395.56	1.1%	176.70-	-44.2%
61-03-53610-222-000	ELECTRICITY	19,571.92	35,700.00	16,128.08	54.8%	14,029.88	35,700.00	21,670.12	39.3%	5,542.04-	-15.5%
61-03-53610-223-000	SEWER TREATMENT PLANT	36,282.53	157,000.00	120,717.47	23.1%	52,118.33	157,000.00	104,881.67	33.2%	15,835.80	10.1%
61-03-53610-224-000	NATURAL GAS	656.31	1,200.00	543.69	54.7%	451.92	1,300.00	848.08	34.8%	204.39-	-19.9%
61-03-53610-225-000	TELEPHONE	6,063.98	7,500.00	1,436.02	80.9%	4,656.61	8,600.00	3,943.39	54.1%	1,407.37-	-26.7%
61-03-53610-226-000	MOBILE DEVICE	1,157.65	1,250.00	92.35	92.6%	237.64	1,500.00	1,262.36	15.8%	920.01-	-76.8%
61-03-53610-227-000	RMMSD-MONTHLY O&M	554,135.73	702,000.00	147,864.27	78.9%	432,632.76	773,200.00	340,567.24	56%	121,502.97-	-23%
61-03-53610-236-000	SURFACE MAINT/ROAD RESTORATIO	1,618.00	.00	1,618.00-	.00	.00	.00	.00	.00	1,618.00-	.00
61-03-53610-247-000	REPAIRS/MAINT-BUILDINGS	209.05	.00	209.05-	.00	.00	.00	.00	.00	209.05-	.00
61-03-53610-314-000	SMALL EQUIPMENT	148.56	2,500.00	2,351.44	5.9%	726.98	2,500.00	1,773.02	29.1%	578.42	23.1%
61-03-53610-346-000	OPERATING SUPPLIES-CLOTHING/UN	71.22	.00	71.22-	.00	.00	.00	.00	.00	71.22-	.00

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61-03-53610-349-000	OPERATING SUPPLIES-ALL OTHER	3,459.64	1,000.00	2,459.64-	346%	2,270.42	1,000.00	1,270.42-	227%	1,189.22-	-118.9%
61-03-53610-351-000	REPAIR/MAINT SUPPLIES-GASOLINE	1,257.57	4,000.00	2,742.43	31.4%	2,309.08	4,000.00	1,690.92	57.7%	1,051.51	26.3%
61-03-53610-353-000	REPAIR/MAINT SUPPLIES-MACHINER	1,113.91	.00	1,113.91-	.00	188.80	.00	188.80-	.00	925.11-	.00
61-03-53610-359-000	REPAIR/MAINT SUPPLIES-SEWER	111.69	.00	111.69-	.00	151.39	.00	151.39-	.00	39.70	.00
61-03-53610-399-000	MISCELLANEOUS EXPENSE	1.79	.00	1.79-	.00	70.44	.00	70.44-	.00	68.65	.00
61-03-53610-531-000	RENTS/LEASES/EASEMENTS-LAND (S	1,232.66	3,000.00	1,767.34	41.1%	.00	3,000.00	3,000.00	.00	1,232.66-	-41.1%
61-03-53610-541-000	DEPRECIATION EXP-WATER METERS	.00	35,000.00	35,000.00	.00	.00	35,000.00	35,000.00	.00	.00	.00
61-03-53610-591-000	OTHER FIXED CHARGES-TAXES	.00	9,600.00	9,600.00	.00	6,400.00	9,600.00	3,200.00	66.7%	6,400.00	66.7%
61-03-53610-593-000	OTHER FIXED CHARGES-METER COS	.00	22,000.00	22,000.00	.00	.00	24,000.00	24,000.00	.00	.00	.00
Total SEWAGE SERVICE-OPERATING EXPEN:		627,273.35	982,150.00	354,876.65	63.9%	516,248.69	1,056,800.00	540,551.31	48.9%	111,024.66-	-15%
<b>SEWAGE SERVICE-INSPECTIONS/MAI</b>											
61-03-53611-120-000	HOURLY WAGES-REGULAR	76.08	.00	76.08-	.00	.00	.00	.00	.00	76.08-	.00
Total SEWAGE SERVICE-INSPECTIONS/MAI:		76.08	.00	76.08-	.00	.00	.00	.00	.00	76.08-	.00
<b>SEWAGE SERVICE-CUSTOMER ACCT &amp;</b>											
61-03-53612-120-000	HOURLY WAGES-REGULAR	6,383.19	17,529.00	11,145.81	36.4%	6,850.71	19,426.00	12,575.29	35.3%	467.52	-1.1%
61-03-53612-122-000	HOURLY WAGES-OVERTIME	310.56	384.00	73.44	80.9%	142.50	439.00	296.50	32.5%	168.06-	-48.4%
61-03-53612-213-000	ACCOUNTING & AUDITING FEES	5,533.48	5,500.00	33.48-	100.6%	5,248.19	5,500.00	251.81	95.4%	285.29-	-5.2%
61-03-53612-281-000	POSTAGE METER LEASE	215.88	450.00	234.12	48%	.00	450.00	450.00	.00	215.88-	-48%
61-03-53612-286-000	COMPUTER LICENSE FEES	11,976.71	15,000.00	3,023.29	79.8%	12,994.46	15,000.00	2,005.54	86.6%	1,017.75	6.8%
61-03-53612-287-000	COMPUTER MAINT SERVICES	.00	1,200.00	1,200.00	.00	.00	1,200.00	1,200.00	.00	.00	.00
61-03-53612-310-000	OFFICE SUPPLIES	5.39	500.00	494.61	1.1%	.00	500.00	500.00	.00	5.39-	-1.1%
61-03-53612-311-000	POSTAGE & BOX RENTAL	2,612.05	5,000.00	2,387.95	52.2%	2,575.92	5,000.00	2,424.08	51.5%	36.13-	-7%
61-03-53612-312-000	OUTSIDE PRINTING/STATIONERY &	576.82	1,200.00	623.18	48.1%	699.50	1,200.00	500.50	58.3%	122.68	10.2%
61-03-53612-314-000	SMALL EQUIPMENT	.00	500.00	500.00	.00	.00	500.00	500.00	.00	.00	.00
61-03-53612-741-000	LOSSES-BAD DEBT EXPENSES	36.76	150.00	113.24	24.5%	.00	150.00	150.00	.00	36.76-	-24.5%
Total SEWAGE SERVICE-CUSTOMER ACCT &:		27,650.84	47,413.00	19,762.16	58.3%	28,511.28	49,365.00	20,853.72	57.8%	860.44	-6%
<b>SEWAGE SERVICE-ADMINISTRATIVE</b>											
61-03-53613-110-000	SALARIES-REGULAR	71,505.90	115,449.00	43,943.10	61.9%	93,433.70	145,699.00	52,265.30	64.1%	21,927.80	2.2%
61-03-53613-120-000	HOURLY WAGES-REGULAR	10,172.24	8,973.00	1,199.24-	113.4%	1,586.52	7,639.00	6,052.48	20.8%	8,585.72-	-92.6%
61-03-53613-122-000	HOURLY WAGES-OVERTIME	144.44	469.00	324.56	30.8%	9.38	149.00	139.62	6.3%	135.06-	-24.5%
61-03-53613-134-000	HOLIDAY PAY	.00	38.00	38.00	.00	.00	.00	.00	.00	.00	.00
61-03-53613-151-000	SOCIAL SECURITY	10,569.72	15,794.00	5,224.28	66.9%	11,367.62	19,076.00	7,708.38	59.6%	797.90	-7.3%
61-03-53613-152-000	RETIREMENT-EE/ER SHARE	9,002.48	13,505.00	4,502.52	66.7%	10,110.02	16,805.00	6,694.98	60.2%	1,107.54	-6.5%

Account Number	Account Title	08/19 Prior YTD Actual	2019 Prior year Budget	Prior YTD Remaining	PY % Completed	08/20 Cur YTD Actual	08/20 Cur Year Budget	Current YTD Remaining	CY % Completed	YTD Actual Variance from PY Actual	CY vs. PY % Complete
61-03-53613-154-000	HEALTH INSURANCE	20,302.85	38,601.00	18,298.15	52.6%	20,235.77	38,147.00	17,911.23	53%	67.08-	.5%
61-03-53613-155-000	LIFE INSURANCE	252.74	561.00	308.26	45.1%	278.34	541.00	262.66	51.4%	25.60	6.4%
61-03-53613-156-000	WORKER'S COMP INSURANCE	3,365.06	6,272.00	2,906.94	53.7%	3,731.14	5,602.00	1,870.86	66.6%	366.08	13%
61-03-53613-157-000	EMPLOYEE EDUCATION & TRAINING	858.68	5,000.00	4,141.32	17.2%	515.00	5,000.00	4,485.00	10.3%	343.68-	-6.9%
61-03-53613-162-592	UNIFORM RENTAL-SKERVEN	245.64	550.00	304.36	44.7%	267.53	550.00	282.47	48.6%	21.89	4%
61-03-53613-164-000	EMPLOYEE HEALTH TESTS	113.75	500.00	386.25	22.8%	95.00	500.00	405.00	19%	18.75-	-3.8%
61-03-53613-167-000	POST EMPLOYEE HEALTH	.00	.00	.00	.00	.00	1,485.00	1,485.00	.00	.00	.00
61-03-53613-172-000	EMPLOYEE AWARDS	246.06	.00	246.06-	.00	.00	.00	.00	.00	246.06-	.00
61-03-53613-212-000	LEGAL SERVICES	.00	1,000.00	1,000.00	.00	185.00	1,000.00	815.00	18.5%	185.00	18.5%
61-03-53613-215-000	ARCHITECTURAL & ENGINEERING FE	40,290.00	60,000.00	19,710.00	67.2%	.00	10,000.00	10,000.00	.00	40,290.00-	-67.2%
61-03-53613-225-000	TELEPHONE	339.98	650.00	310.02	52.3%	249.22	650.00	400.78	38.3%	90.76-	-14%
61-03-53613-242-000	REPAIRS/MAINT-OTHER MACH & EQU	6.99	.00	6.99-	.00	.00	.00	.00	.00	6.99-	.00
61-03-53613-286-000	COMPUTER LICENSE FEES	1,893.51	4,800.00	2,906.49	39.4%	300.00	4,800.00	4,500.00	6.3%	1,593.51-	-33.2%
61-03-53613-290-000	OTHER OUTSIDE CONTRACTED SER	9,126.90	15,000.00	5,873.10	60.8%	6,511.14	15,000.00	8,488.86	43.4%	2,615.76-	-17.4%
61-03-53613-310-000	OFFICE SUPPLIES	139.13	100.00	39.13-	139.1%	1.99	100.00	98.01	2%	137.14-	-137.1%
61-03-53613-312-000	OUTSIDE PRINTING/STATIONERY &	136.25	100.00	36.25-	136.3%	.00	100.00	100.00	.00	136.25-	-136.3%
61-03-53613-314-000	SMALL EQUIPMENT	1,865.18	900.00	965.18-	207.2%	500.11	900.00	399.89	55.6%	1,365.07-	-151.7%
61-03-53613-324-000	MEMBERSHIP DUES	664.09	.00	664.09-	.00	833.72	.00	833.72-	.00	169.63	.00
61-03-53613-325-000	REGISTRATION FEES/TUITION	112.50	.00	112.50-	.00	1,679.75	.00	1,679.75-	.00	1,567.25	.00
61-03-53613-334-000	COMMERCIAL TRAVEL EXPENSES	240.99	.00	240.99-	.00	513.34	.00	513.34-	.00	272.35	.00
61-03-53613-335-000	MEETING EXPENSES	.00	250.00	250.00	.00	.00	250.00	250.00	.00	.00	.00
61-03-53613-336-000	LODGING	124.94	100.00	24.94-	124.9%	336.74	100.00	236.74-	336.7%	211.80	211.8%
61-03-53613-346-000	OPERATING SUPPLIES-CLOTHING/UN	.00	100.00	100.00	.00	275.00	100.00	175.00-	275%	275.00	275%
61-03-53613-346-592	UNIFORM ALLOW-SKERVEN	.00	195.00	195.00	.00	.00	195.00	195.00	.00	.00	.00
61-03-53613-390-000	OTHER SUPPLIES-ALL OTHER SUPPL	53.93	.00	53.93-	.00	.00	.00	.00	.00	53.93-	.00
61-03-53613-511-000	INSURANCE-BUILDINGS	2,016.00	2,500.00	484.00	80.6%	2,802.00	2,500.00	302.00-	112.1%	786.00	31.4%
61-03-53613-512-000	INSURANCE-VEHICLES/EQUIPMENT	1,933.58	2,000.00	66.42	96.7%	1,216.23	2,000.00	783.77	60.8%	717.35-	-35.9%
<b>Total SEWAGE SERVICE-ADMINISTRATIVE:</b>		<b>185,723.53</b>	<b>293,407.00</b>	<b>107,683.47</b>	<b>63.3%</b>	<b>157,034.26</b>	<b>278,888.00</b>	<b>121,853.74</b>	<b>56.3%</b>	<b>28,689.27-</b>	<b>-7%</b>
<b>SEWAGE SERVICE-OTHER OPERATING</b>											
61-03-53614-541-000	DEPREC EXP-SEWER FIXED ASSETS	.00	677,000.00	677,000.00	.00	451,336.00	677,000.00	225,664.00	66.7%	451,336.00	66.7%
61-03-53614-614-000	PRINCIPAL-RMMSD	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
<b>Total SEWAGE SERVICE-OTHER OPERATING:</b>		<b>.00</b>	<b>677,000.00</b>	<b>677,000.00</b>	<b>.00</b>	<b>451,336.00</b>	<b>677,000.00</b>	<b>225,664.00</b>	<b>66.7%</b>	<b>451,336.00</b>	<b>66.7%</b>
<b>SEWAGE SERVICE-NONOPERATING EX</b>											
61-08-53614-614-000	PRINCIPAL-RMMSD	97,198.38	125,000.00	27,801.62	77.8%	62,858.16	106,274.00	43,415.84	59.1%	34,340.22-	-18.6%

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Total SEWAGE SERVICE-NONOPERATING EX:		97,198.38	125,000.00	27,801.62	77.8%	62,858.16	106,274.00	43,415.84	59.1%	34,340.22-	-18.6%
<b>INTEREST-2019A G.O.</b>											
61-08-58324-622-000	INT-2019A GO NOTES	.00	.00	.00	.00	35,205.75	.00	35,205.75-	.00	35,205.75	.00
Total INTEREST-2019A G.O.:		.00	.00	.00	.00	35,205.75	.00	35,205.75-	.00	35,205.75	.00
<b>INT-BONDS PAYABLE/2008 BONDS</b>											
61-08-58344-621-000	INT-BONDS PAYABLE/2008 BONDS	35,060.00	35,060.00	.00	100%	21,660.00	35,060.00	13,400.00	61.8%	13,400.00-	-38.2%
Total INT-BONDS PAYABLE/2008 BONDS:		35,060.00	35,060.00	.00	100%	21,660.00	35,060.00	13,400.00	61.8%	13,400.00-	-38.2%
<b>TRANSFER TO GENERAL FUND</b>											
61-09-59210-900-000	TRANSFER OUT - GENERAL FUND	1,998.33	.00	1,998.33-	.00	.00	.00	.00	.00	1,998.33-	.00
Total TRANSFER TO GENERAL FUND:		1,998.33	.00	1,998.33-	.00	.00	.00	.00	.00	1,998.33-	.00
<b>TRANSFER TO DEBT SERV-EXISTING</b>											
61-09-59230-900-000	TRANSFERS OUT-DEBT SERV FUND	4,767.30	6,431.00	1,663.70	74.1%	4,767.29	6,431.00	1,663.71	74.1%	.01-	.00
Total TRANSFER TO DEBT SERV-EXISTING:		4,767.30	6,431.00	1,663.70	74.1%	4,767.29	6,431.00	1,663.71	74.1%	.01-	.00
<b>NON-OPERATING EXPS-ENTERPRISE</b>											
61-10-59910-542-000	AMORT EXP-BOND DISCOUNTS	.00	2,351.00	2,351.00	.00	.00	2,351.00	2,351.00	.00	.00	.00
61-10-59910-544-000	AMORT EXP-LOSS ON REFUNDING	.00	19,659.00	19,659.00	.00	.00	19,659.00	19,659.00	.00	.00	.00
Total NON-OPERATING EXPS-ENTERPRISE:		.00	22,010.00	22,010.00	.00	.00	22,010.00	22,010.00	.00	.00	.00
SEWER UTILITY FUND Revenue Total:		1,780,689.80	2,421,650.00	640,960.20	73.5%	1,638,993.59	2,463,650.00	824,656.41	66.5%	141,696.21-	-7%
<b>SEWER UTILITY FUND Expenditure Total:</b>		<b>1,117,326.79</b>	2,390,137.00	1,272,810.21	<b>46.7%</b>	<b>1,369,548.20</b>	2,502,125.00	1,132,576.80	<b>54.7%</b>	252,221.41	8%
Net Total SEWER UTILITY FUND:		663,363.01	31,513.00	631,850.01-	2105%	269,445.39	38,475.00-	307,920.39-	-700.3%	393,917.62-	-2805.4
<b>STORMWATER UTILITY FUND</b>											
<b>INTERGOVERNMENTAL REVENUES</b>											
63-00-43310-000-000	FED AIDS-BLD AMER BONDS REBATE	590.83	500.00	90.83-	118.2%	.00	.00	.00	.00	590.83-	-118.2%

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<b>Total INTERGOVERNMENTAL REVENUES:</b>		590.83	500.00	90.83-	118.2%	.00	.00	.00	.00	590.83-	-118.2%
<b>PUBLIC CHARGES FOR SERVICE</b>											
63-00-46324-920-000	STORMWATER/ERU FEES-RESIDENTI	138,806.49	218,600.00	79,793.51	63.5%	141,393.79	220,000.00	78,606.21	64.3%	2,587.30	.8%
63-00-46324-921-000	STORMWATER/ERU FEES-COMMERCI	199,359.76	305,000.00	105,640.24	65.4%	198,752.43	308,000.00	109,247.57	64.5%	607.33-	-.8%
63-00-46324-922-000	STORMWATER/ERU FEES-INDUSTRIA	42,563.75	67,000.00	24,436.25	63.5%	44,103.75	69,000.00	24,896.25	63.9%	1,540.00	.4%
63-00-46324-923-000	STORMWATER/ERU FEES-PUBLIC AU	26,706.25	38,200.00	11,493.75	69.9%	26,706.25	38,200.00	11,493.75	69.9%	.00	.00
63-00-46324-927-000	STORMWATER/ERU FEES-TAX EXEM	5,528.75	7,900.00	2,371.25	70%	5,528.75	7,900.00	2,371.25	70%	.00	.00
63-00-46325-000-000	STORMWATER SERVICES-DRAINAGE	1,900.00	1,000.00	900.00-	190%	2,200.00	1,000.00	1,200.00-	220%	300.00	30%
63-00-46326-930-000	MISC REVENUE-FORFEITED DISCOU	1,307.51	1,000.00	307.51-	130.8%	336.06	1,000.00	663.94	33.6%	971.45-	-97.1%
63-00-46328-000-000	STORM/DPW-OTHER STORM MAINT	.00	.00	.00	.00	3,748.53	.00	3,748.53-	.00	3,748.53	.00
<b>Total PUBLIC CHARGES FOR SERVICE:</b>		416,172.51	638,700.00	222,527.49	65.2%	422,769.56	645,100.00	222,330.44	65.5%	6,597.05	.4%
<b>MISCELLANEOUS REVENUE</b>											
63-00-48110-001-000	INTEREST-INVESTMENTS	8,295.05	5,000.00	3,295.05-	165.9%	3,795.43	5,000.00	1,204.57	75.9%	4,499.62-	-90%
63-00-48110-009-000	INTEREST-MARKET VALUE ADJUST.	4,876.72	.00	4,876.72-	.00	299.26	.00	299.26-	.00	4,577.46-	.00
<b>Total MISCELLANEOUS REVENUE:</b>		13,171.77	5,000.00	8,171.77-	263.4%	4,094.69	5,000.00	905.31	81.9%	9,077.08-	-181.5%
<b>STORM WATER - STREET SWEEPING</b>											
63-03-53318-120-000	HOURLY WAGES-REGULAR	6,063.74	8,427.00	2,363.26	72%	10,007.43	7,145.00	2,862.43-	140.1%	3,943.69	68.1%
63-03-53318-151-000	SOCIAL SECURITY	443.01	645.00	201.99	68.7%	734.21	547.00	187.21-	134.2%	291.20	65.5%
63-03-53318-152-000	RETIREMENT-EMPLOYER SHARE	397.20	552.00	154.80	72%	675.48	480.00	195.48-	140.7%	278.28	68.8%
63-03-53318-154-000	HEALTH INSURANCE	1,524.90	2,078.00	553.10	73.4%	2,428.72	1,575.00	853.72-	154.2%	903.82	80.8%
63-03-53318-155-000	LIFE INSURANCE	5.96	7.00	1.04	85.1%	9.11	6.00	3.11-	151.8%	3.15	66.7%
63-03-53318-156-000	WORKER'S COMP INSURANCE	368.65	552.00	183.35	66.8%	451.35	322.00	129.35-	140.2%	82.70	73.4%
63-03-53318-167-000	POST EMPLOYEE HEALTH	.00	52.00	52.00	.00	.00	45.00	45.00	.00	.00	.00
63-03-53318-353-000	REPAIR/MAINT SUPPLIES-MACHINER	5,409.01	10,000.00	4,590.99	54.1%	2,084.39	10,000.00	7,915.61	20.8%	3,324.62-	-33.2%
<b>Total STORM WATER - STREET SWEEPING:</b>		14,212.47	22,313.00	8,100.53	63.7%	16,390.69	20,120.00	3,729.31	81.5%	2,178.22	17.8%
<b>STORM WATER-PROGRAM MANAGEMENT</b>											
63-03-53652-105-000	SALARIES-COMMITTEE MEMBERS	.00	200.00	200.00	.00	.00	200.00	200.00	.00	.00	.00
63-03-53652-120-000	HOURLY WAGES-REGULAR	2,359.91	4,275.00	1,915.09	55.2%	1,297.85	3,682.00	2,384.15	35.2%	1,062.06-	-20%
63-03-53652-122-000	HOURLY WAGES-OVERTIME	167.59	819.00	651.41	20.5%	.00	454.00	454.00	.00	167.59-	-20.5%
63-03-53652-133-000	LONGEVITY PAY	.00	225.00	225.00	.00	.00	.00	.00	.00	.00	.00
63-03-53652-151-000	SOCIAL SECURITY	180.05	407.00	226.95	44.2%	92.59	316.00	223.41	29.3%	87.46-	-14.9%

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63-03-53652-152-000	RETIREMENT-EMPLOYER SHARE	166.76	348.00	181.24	47.9%	87.68	279.00	191.32	31.4%	79.08-	-16.5%
63-03-53652-154-000	HEALTH INSURANCE	712.66	1,728.00	1,015.34	41.2%	211.26	810.00	598.74	26.1%	501.40-	-15.2%
63-03-53652-155-000	LIFE INSURANCE	11.80	30.00	18.20	39.3%	4.55	22.00	17.45	20.7%	7.25-	-18.7%
63-03-53652-156-000	WORKER'S COMP INSURANCE	6.77	9.00	2.23	75.2%	2.12	7.00	4.88	30.3%	4.65-	-44.9%
63-03-53652-167-000	POST EMPLOYEE HEALTH	.00	27.00	27.00	.00	.00	23.00	23.00	.00	.00	.00
63-03-53652-213-000	ACCOUNTING & AUDITING FEES	1,499.10	1,700.00	200.90	88.2%	1,421.82	1,700.00	278.18	83.6%	77.28-	-4.5%
63-03-53652-215-000	ARCHITECTURAL & ENGINEERING FE	6,500.00	3,000.00	3,500.00-	216.7%	26,260.00	3,000.00	23,260.00-	875.3%	19,760.00	658.7%
63-03-53652-279-000	STATE INSPECTION FEES	2,000.00	2,000.00	.00	100%	2,000.00	2,000.00	.00	100%	.00	.00
63-03-53652-286-000	COMPUTER LICENSE FEES	2,260.85	5,000.00	2,739.15	45.2%	1,954.50	5,000.00	3,045.50	39.1%	306.35-	-6.1%
63-03-53652-311-000	POSTAGE & BOX RENTAL	1,694.78	4,200.00	2,505.22	40.4%	2,449.34	4,200.00	1,750.66	58.3%	754.56	18%
63-03-53652-312-000	OUTSIDE PRINTING/STATIONERY &	.00	900.00	900.00	.00	429.45	900.00	470.55	47.7%	429.45	47.7%
63-03-53652-321-000	PUBLICATION FEES-LEGAL NOTICES	.00	50.00	50.00	.00	.00	50.00	50.00	.00	.00	.00
63-03-53652-327-000	PUBLIC RELATION EXPENSES	1,250.00	1,500.00	250.00	83.3%	1,500.00	2,000.00	500.00	75%	250.00	-8.3%
63-03-53652-371-000	OTHER SUPPLIES-FIELD SUPPLIES	.00	100.00	100.00	.00	.00	100.00	100.00	.00	.00	.00
63-03-53652-741-000	LOSSES-BAD DEBT EXPENSES	9.42	100.00	90.58	9.4%	.00	100.00	100.00	.00	9.42-	-9.4%
<b>Total STORM WATER-PROGRAM MANAGEMENT:</b>		<b>18,819.69</b>	<b>26,618.00</b>	<b>7,798.31</b>	<b>70.7%</b>	<b>37,711.16</b>	<b>24,843.00</b>	<b>12,868.16-</b>	<b>151.8%</b>	<b>18,891.47</b>	<b>81.1%</b>
<b>STORM WATER-DRAINAGE MAINT -DP</b>											
63-03-53655-120-000	HOURLY WAGES-REGULAR	50,042.66	33,436.00	16,606.66-	149.7%	34,573.31	43,337.00	8,763.69	79.8%	15,469.35-	-69.9%
63-03-53655-121-000	HOURLY WAGES-CALL TIME	513.58	.00	513.58-	.00	107.56	210.00	102.44	51.2%	406.02-	51.2%
63-03-53655-122-000	HOURLY WAGES-OVERTIME	5,032.72	.00	5,032.72-	.00	278.17	4,172.00	3,893.83	6.7%	4,754.55-	6.7%
63-03-53655-151-000	SOCIAL SECURITY	4,104.71	2,559.00	1,545.71-	160.4%	2,564.84	3,649.00	1,084.16	70.3%	1,539.87-	-90.1%
63-03-53655-152-000	RETIREMENT-EMPLOYER SHARE	3,643.57	2,191.00	1,452.57-	166.3%	2,359.26	3,216.00	856.74	73.4%	1,284.31-	-92.9%
63-03-53655-154-000	HEALTH INSURANCE	9,315.29	11,050.00	1,734.71	84.3%	7,413.18	14,054.00	6,640.82	52.7%	1,902.11-	-31.6%
63-03-53655-155-000	LIFE INSURANCE	96.64	106.00	9.36	91.2%	134.28	131.00	3.28-	102.5%	37.64	11.3%
63-03-53655-156-000	WORKER'S COMP INSURANCE	2,931.55	2,186.00	745.55-	134.1%	1,571.87	2,149.00	577.13	73.1%	1,359.68-	-61%
63-03-53655-167-000	POST EMPLOYEE HEALTH	.00	210.00	210.00	.00	.00	274.00	274.00	.00	.00	.00
63-03-53655-222-000	ELECTRICITY	204.93	400.00	195.07	51.2%	299.13	400.00	100.87	74.8%	94.20	23.6%
63-03-53655-290-000	OTHER OUTSIDE CONTRACTED SER	6,810.00	30,000.00	23,190.00	22.7%	11,200.00	30,000.00	18,800.00	37.3%	4,390.00	14.6%
63-03-53655-299-000	EQUIPMENT RENTAL	5,551.97	3,330.00	2,221.97-	166.7%	.00	4,000.00	4,000.00	.00	5,551.97-	-166.7%
63-03-53655-360-000	REPAIR/MAINT SUPPLIES-STORMWAT	19,423.24	7,500.00	11,923.24-	259%	33,650.37	25,000.00	8,650.37-	134.6%	14,227.13	-124.4%
63-03-53655-371-000	OTHER SUPPLIES-FIELD SUPPLIES	967.02	1,500.00	532.98	64.5%	1,279.53	1,500.00	220.47	85.3%	312.51	20.8%
63-03-53655-390-000	OTHER SUPPLIES-ALL OTHER SUPPL	29,440.08	25,000.00	4,440.08-	117.8%	209.00-	7,500.00	7,709.00	-2.8%	29,649.08-	-120.5%
<b>Total STORM WATER-DRAINAGE MAINT -DP:</b>		<b>138,077.96</b>	<b>119,468.00</b>	<b>18,609.96-</b>	<b>115.6%</b>	<b>95,222.50</b>	<b>139,592.00</b>	<b>44,369.50</b>	<b>68.2%</b>	<b>42,855.46-</b>	<b>-47.4%</b>
<b>STORM WATER-MOWING-DPW STREETS</b>											
63-03-53656-353-000	REPAIR/MAINT SUPPLIES-MACHINER	647.53	.00	647.53-	.00	.00	.00	.00	.00	647.53-	.00

Account Number	Account Title	08/19 Prior YTD Actual	2019 Prior year Budget	Prior YTD Remaining	PY % Completed	08/20 Cur YTD Actual	08/20 Cur Year Budget	Current YTD Remaining	CY % Completed	YTD Actual Variance from PY Actual	CY vs. PY % Complete
Total STORM WATER-MOWING-DPW STREETS:		647.53	.00	647.53-	.00	.00	.00	.00	.00	647.53-	.00
<b>STORM WATER-ILLICT DISHCHARGE</b>											
63-03-53662-290-000	OTHER OUTSIDE CONTRACTED SER	.00	75.00	75.00	.00	.00	75.00	75.00	.00	.00	.00
Total STORM WATER-ILLICT DISHCHARGE:		.00	75.00	75.00	.00	.00	75.00	75.00	.00	.00	.00
<b>STORM WATER-OTHER OPERATING EX</b>											
63-03-53690-541-000	DEPRECIATION EXPENSE	.00	370,000.00	370,000.00	.00	246,664.00	370,000.00	123,336.00	66.7%	246,664.00	66.7%
Total STORM WATER-OTHER OPERATING EX:		.00	370,000.00	370,000.00	.00	246,664.00	370,000.00	123,336.00	66.7%	246,664.00	66.7%
<b>INT-ADVANCE FROM OTHER FUNDS</b>											
63-08-58222-625-000	INT-ADVANCE FROM OTHER FUNDS	.00	400.00	400.00	.00	.00	400.00	400.00	.00	.00	.00
Total INT-ADVANCE FROM OTHER FUNDS:		.00	400.00	400.00	.00	.00	400.00	400.00	.00	.00	.00
<b>INTEREST-2007 STORMWATER BONDS</b>											
63-08-58342-621-000	INT-BONDS PAYABLE/2019 STORMWA	20,381.25	44,839.00	24,457.75	45.5%	22,415.00	44,830.00	22,415.00	50%	2,033.75	4.5%
Total INTEREST-2007 STORMWATER BONDS:		20,381.25	44,839.00	24,457.75	45.5%	22,415.00	44,830.00	22,415.00	50%	2,033.75	4.5%
<b>INTEREST-2009 STATE TRUST FUND</b>											
63-08-58346-623-000	INT-STATE LOANS/2009 STATE TRU	1,797.54	1,798.00	.46	100%	.00	.00	.00	.00	1,797.54-	-100%
Total INTEREST-2009 STATE TRUST FUND:		1,797.54	1,798.00	.46	100%	.00	.00	.00	.00	1,797.54-	-100%
<b>BOND ISSUANCE EXPENSES</b>											
63-08-58400-290-000	OTHER OUTSIDE CONTRACTED SER	.00	100.00	100.00	.00	.00	250.00	250.00	.00	.00	.00
Total BOND ISSUANCE EXPENSES:		.00	100.00	100.00	.00	.00	250.00	250.00	.00	.00	.00
<b>TRANSFER TO DEBT SERV-EXISTING</b>											
63-09-59230-900-000	TRANSFERS OUT TO DEBT SERVICE	1,663.80	3,328.00	1,664.20	50%	1,663.80	3,328.00	1,664.20	50%	.00	.00
Total TRANSFER TO DEBT SERV-EXISTING:		1,663.80	3,328.00	1,664.20	50%	1,663.80	3,328.00	1,664.20	50%	.00	.00

Account Number	Account Title	08/19 Prior YTD Actual	2019 Prior year Budget	Prior YTD Remaining	PY % Completed	08/20 Cur YTD Actual	08/20 Cur Year Budget	Current YTD Remaining	CY % Completed	YTD Actual Variance from PY Actual	CY vs. PY % Complete
NON-OPERATING EXPS-ENTERPRISE											
63-10-59910-542-000	AMORT EXP-BOND DISCOUNTS	.00	1,964.00	1,964.00	.00	.00	.00	.00	.00	.00	.00
63-10-59910-544-000	AMORT EXP-LOSS ON REFUNDING	.00	4,832.00	4,832.00	.00	.00	1,328.00	1,328.00	.00	.00	.00
Total NON-OPERATING EXPS-ENTERPRISE:		.00	6,796.00	6,796.00	.00	.00	1,328.00	1,328.00	.00	.00	.00
STORMWATER UTILITY FUND Revenue Total:		429,935.11	644,200.00	214,264.89	66.7%	426,864.25	650,100.00	223,235.75	65.7%	3,070.86-	-1.1%
STORMWATER UTILITY FUND Expenditure Total:		195,600.24	595,735.00	400,134.76	32.8%	420,067.15	604,766.00	184,698.85	69.5%	224,466.91	36.6%
Net Total STORMWATER UTILITY FUND:		234,334.87	48,465.00	185,869.87-	483.5%	6,797.10	45,334.00	38,536.90	15%	227,537.77-	-468.5%

Report Criteria:

- Accounts to include: With balances or activity
- Include FUNDS: 60-63
- Total by FUND
- Print PRECEDE ACCOUNT Titles
- Print PRECEDE ACCOUNT Titles
- Print SOURCE Titles
- Total by SOURCE
- Print DEPARTMENT Titles
- Total by DEPARTMENT
- All Segments Tested for Total Breaks
- Account Code.Account Type = "Expenditure","Revenue"

# REQUEST FOR CONSIDERATION

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<b>Public Mtg/Date:</b>	<b>Public Works Committee – 9/14/2020</b>
<b>Description:</b>	<b>Special Assessment Policy for Ryan St Utility Crossing Project</b>
<b>From:</b>	<b>Michael Wodalski, Director of Public Works Keith Donner, Administrator Josh Swenson, Utility Superintendent</b>
<b>Question:</b>	<b>How should we proceed with assessments for the Ryan St/Apache Ln utility extension project?</b>

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## Background

As a follow up to the August 10, 2020 Public Works Committee Meeting, staff was tasked with bringing a refined utility extension policy/proposal to the committee to consider for the water and sewer extension project planned for 2021 on Apache Ln.

The motion at the meeting was to move forward with Option C as presented by staff. Option C per the Village's PSC Schedule X-2 states:

*“When a customer connects to a transmission main or connecting loop installed at utility expense within 10 years of the date of completion, there will be a contribution required of an amount equivalent to that which would have been assessed under A.”*

Staff understanding is the committee did not feel it to be acceptable from a public relations perspective to require repayment of special assessments immediately but, to defer all special assessments and define conditions which would trigger connection to public utilities and repayment of the deferred assessments. PSC uses the principle of a 10-year capital cost recovery period for regulated utilities as a best financial practice. The water utility is regulated by the PSC but, the sewer utility is not. This 10-year window affects accounting for utility assets and determination of utility rate base over time. The PSC's accounting principle is assets which are paid for through contributed capital (developer or other non-utility sources) do not factor into depreciation for rate needs.

Payment of special assessments for the capital improvement of public sewer and water availability and connection to the utility system for a building on the property are usually intertwined.

The Village's sanitary sewer ordinance (Section 86.4.105(1)(b)) states: *“Persons owning dwellings or other buildings with pre-existing functioning private sewage systems fronted by a sewer main are not required to connect to the Village Sewage Collection System until 1) said system fails; or 2) upon sale of the property; or 3) 10 years after the property has been fronted by a main extension.”*

The Village's water utility ordinance (Section 86.2.540) states: **Mandatory hookup.** *The owner of each parcel of land adjacent to a water main on which there exists a building usable for human habitation, which parcel is located in a block through which the water system is extended, or where the water system is otherwise available to such parcel, shall connect to the water system within one year from the date of a written connection notice from the water utility.*

## REQUEST FOR CONSIDERATION

*Upon failure to do so, the water utility shall cause the connection to be made; and the property owner shall be responsible for all connection costs. If such costs are not paid within 30 days of written demand for payment, the costs shall be assessed against the property of the owner and collected in the same manner that real estate taxes are collected. However, the owner may, within 30 days after the completion of the connection, file a written request with the water utility for the payment of such costs in ten equal monthly installments, together with interest at a rate to be determined by the utility. The unpaid balance shall constitute a special tax lien against the property pursuant to the requirements of Wis. Stat. § 281.45.*

**§ 281.45 Stats. - House connections.** *To assure preservation of public health, comfort and safety, any city, village or town or town sanitary district having a system of waterworks or sewerage, or both, may by ordinance require buildings used for human habitation and located adjacent to a sewer or water main, or in a block through which one or both of these systems extend, to be connected with either or both in the manner prescribed. If any person fails to comply for more than 10 days after notice in writing the municipality may impose a penalty or may cause connection to be made, and the expense thereof shall be assessed as a special tax against the property. Except in 1st class cities, the owner may, within 30 days after the completion of the work, file a written option with the municipal clerk stating that he or she cannot pay the amount in one sum and asking that it be levied in not to exceed 5 equal annual installments, and the amount shall be so collected with interest at a rate not to exceed 15 percent per year from the completion of the work, the unpaid balance to be a special tax lien*

**It seems the key event to requiring the connection is the notice from the municipality that service is available and connection to the public system is necessary.**

Requiring connection upon private wastewater system failure or upon sale of property make sense however, there have been sales of property during the past 10 years which could/should have been required to connect and others that have not connected to a main at the 10-year mark. The properties that come to mind are those homes on River Bend and Apache that existed when a developer extended utilities for the Edgewood Estates Development. Exceptions are made when the cost of connecting to the public system is much greater than connection to the public system. **The Village has used discretion in when it requires system connections and has been reluctant to appear “heavy-handed” in requiring connection when there are high costs. The 3<sup>rd</sup> criteria in the sewer utility ordinance could be revised to say “...within one year of written notice” as well.**

We have required all new builds though to connect to the existing mains. Staff is not aware of any failed/ replacement systems being installed in the area though.

With respect to the assessment of the capital costs, committee member Hubbard mentioned following a similar process as was done on Zinser St. (2019) in which we are deferring the assessment for the vacant property on the west side, but with a 10-yr limit on the deferred assessment and also have a clause that the assessment shall be paid at the time the property is sold. The property deferring the assessment is a 40-acre tract with development potential.

In the case of the current project(s) under consideration, much of the property has existing residential development on 1/3 to 1/2 acre lots. If considering future extension on Kramer Lane, there become larger parcels with homes as well as larger vacant tracts. Special assessments to the smaller developed parcels are estimated to be in the range of \$12,000 for private wastewater systems and \$9,000 for private water supply wells. Under current practice the cost

## REQUEST FOR CONSIDERATION

of street reconstruction would be excluded from special assessments. (This was not the case when projects were being considered in these neighborhoods around 15 years ago).

Current information on the cost of a private wastewater “mound” system is in the range of \$15,000 to \$20,000. Private wells are in the range of \$3,000 to \$6,000. **An option for special assessment could be to maximize the special assessment (per lot or dwelling unit) to that of a mound system and apply an inflation factor annually.**

This still does not address what happens after year 10. Staff wishes to explore the creation of a hook-up fee or modification of Section 78.121 of the Municipal Code, (Access Fee for Sanitary Sewer and Water Main Improvements). Since the water utility should not be collecting monies for contributed capital cost recovery after 10 years in the eyes of the PSC, the thought is the sewer utility could pay the water utility debt for unpaid special assessments and a hookup fee for the capital cost of water and sewer main construction would be carried forward to be collected by the sewer utility. This would be in addition to the existing hook-up fee and Reserve Capacity Assessment per Residential Equivalent Unit (a.k.a. REU assessment) already in place in this area.

Staff is working with Marathon County Zoning to obtain installation dates for the existing septic systems. It appears the systems generally range in installation dates between 1978 and 1999, with one system in 2013. One owner is currently making plans to address a failed private system.

The preliminary estimate of the Ryan Street river crossing project has a total assessable cost of \$484,502 with Sewer being \$210,555 and Water \$273,947.

### **Staff Recommendation:**

Staff recommends we move forward with the following guidelines:

- 1) The project be completed on the basis of looping and system reinforcement;
- 2) Assessments use a benchmark cost for private system replacement.
- 3) Assessments be deferred until time of connection;
  - a. Connection will be **required** when the following occurs:
    - i. Current systems fail;
    - b. Connection be **considered** when one of the following occurs;
      - i. Sale of property;
      - ii. Within 10-years of the mains being installed (by December 31, 2031)
- 4) At time of connection, both water and sewer will need to be connected;
- 5) Consider incentivizing connection within the 10-year period through waiving of interest, reduction of assessment for capital costs (15 – 25% reduction?)

Staff will explore the options of extending the assessments longer than 10-years with Legal Council and Finance Staff.

- a. The REU assessment is currently in place for sewer customers which extends until a connection is made and a similar “hook-up” fee will be explored.

These recommendations would be subject to change based on advice from Legal Counsel, Financial Consultant and Finance Staff. Also, all would be contingent on any recommendations coming from the required public hearing for the special assessments.

# REQUEST FOR CONSIDERATION

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**Attached Docs:** - Materials from August 10, 2020 Public Works Meeting

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**Committee Action:** - This is a continuation from the discussion held on 8/10/2020

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**Fiscal Impact:** - Dependent on Approach

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**Recommendation:** Staff is seeking Committee Input on how to best approach assessments for this project

## Recommended Language for Official Action

**I Move to recommend the costs for sewer and water be \_\_\_\_\_ as part of the Ryan St/Apache Ln Utility Extension Project.**

**Or, Something else**

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Additional action:

## REQUEST FOR CONSIDERATION

<b>Public Mtg/Date:</b>	<b>Public Works Committee – 8/10/2020</b>
<b>Description:</b>	<b>Special Assessment Policy for Ryan St Utility Crossing Project</b>
<b>From:</b>	<b>Michael Wodalski, Director of Public Works Keith Donner, Administrator Josh Swenson, Utility Superintendent</b>
<b>Question:</b>	<b>Which options for assessing water and sewer costs for the Ryan St Utility Extension Project does the Public Works Committee Recommend?</b>

### Background

The Village approved the design contract for the Ryan St Utility Extension project in June of 2020. The primary purpose of this project is to loop the watermain on the east side of the Village across the Eau Claire River to provide a second transmission main connecting Well 6 and the associated residential development on the north side of the river with the rest of the wells and water towers located on the south side of the river.

Per the Village's Tariff with the Public Service Commission, there are 3 options when it comes to extending mains. These are options A, B, and C in Schedule X-2 of the Village's Tariff.

- Option A states that the cost of the extension shall be immediately collected through assessments by the municipality against the abutting property.
- Option B references an extension made on a customer-financed basis (i.e. Developer Extension)
- Option C references connections to a transmission main or connecting loop installed at utility expense within 10 years.

The primary purpose of this specific project would seem to fit best with Option C as the Village is proposing to do this project to loop the watermain across the river.

A preliminary assessment was completed per the Village's assessment policy in which the only portion of the water and sewer mains that were assessed on this project is the portion of the mains starting at the west end of Trotzer Ln to Apache Ln and then running north on Apache Ln until the connection with Estate Drive. The estimates were based on utilizing an 8-inch watermain and sewer main per the Village's assessment policy, even though larger mains would likely be installed. This is commonly referred to as oversizing and the Village contributes to the cost of the additional capacity for the greater good of the entire system and not just the properties directly benefitted by the new infrastructure.

The preliminary assessments were calculated on a per lot basis, or equivalent to a uniform access fee for these lots. The costs per lot are estimated at:

- Water Lateral: \$1,764.64/Lot
- Water Main: \$10,687.50
- Sewer Lateral: \$2,963.41
- Sewer Main: \$6,607.27

## REQUEST FOR CONSIDERATION

Total Cost of water and sewer utilities = \$22,022.82 excluding costs for laterals on private property (from the house to the curb).

With the revisions in the Village's special assessment policy for street reconstructions, these streets would not be assessed and with the pending proposed changes to the sidewalk ordinance, the street would be reconstructed as a rural street section with on-pavement pedestrian accommodations in-lieu of sidewalks. Thus, there would be minimal assessments for driveway approaches as a concrete apron wouldn't be required, nor would curb and gutter be installed. Thus, staff believes the approximate \$22,000 access fee appears to be reasonable when you would consider a replacement well and septic system.

If the Committee is in agreement with applying the assessment formula, the next question is when would the assessment become due. Does the Village:

- a) Require connection immediately
- b) Require connection within a specific timeframe
  - i. Within 10 years
  - ii At property sales
  - iii. At time of current system failure
  - iv. Others?
- c) Defer connection to the property owners discretion

A similar project was undertaken in 2011 when Marathon County reconstructed County Road X north of Ross Ave towards the Eau Claire River. With the street reconstruction project, the Village extended water and sewer mains to serve the future Well 7 site near the disc golf course on the south side of the Eau Claire River.

As part of the project, the watermain costs were not assessed to the abutting properties, unless they desired to connect, which one property did. The unique part of that project is the majority of the main was installed where the abutting property are very large lots and rural in nature (long setbacks and pressure sewer). Had it not been for the well site, the main would not have been installed.

With the County Road X project, laterals were not installed for any property unless they committed to the assessment upfront. (Thus, if a property were to want to connect in the future, they would be required to connect at the main which will have some costly street excavation costs associated with it.)

With the project upcoming on Apache Ln (the street name on the north side of the river which lines up with Ryan St) there are 22 potential properties which could connect to the new main. However, at this time, the residents in the area have not asked the Village to extend utilities. Over the past several years, staff will receive a call or two from a resident in this area asking if water or sewer will be extended in the near future as they have a well that is lacking capacity and/or have a septic system in need of replacement. The resident is typically in favor of having water and sewer extended, but when the cost would be 100% theirs to extend utilities to their home, it becomes very cost prohibitive. Having the option to connect when needed or by the end of a 10-year period would likely be very appealing to many of the residents.

Option C of the PSC Tariff would allow for the mains to be extended and then there would be a deferred assessment which properties would pay at time of connection. It is recommended that laterals be installed for each property so the road would not have to be cut into as connections are made.

## REQUEST FOR CONSIDERATION

There appears to be several options with how this could be done to extend an access fee past the 10 year threshold (if the committee thought necessary), but that would likely include having the sewer utility pay the water utility the full costs and then have the sewer utility capture the full access fee at the time of connection in the future. This scenario would need further evaluation by the attorney and finance committee.

Overall, there are several options for how extension of the mains could be paid for and prior to contacting residents about upcoming work, staff would like to know what the Committee's thoughts are on extending utilities in this area.

This topic was last discussed at length in 2017 by Administrator (then Public Works Director) Donner and no real conclusion was ever made as to how the Village should handle utility extensions. However, much of that discussion was based on new development extensions and not along the lines of system reinforcement projects through unserved areas.

The 2017 materials are attached as well for additional reference.

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**Attached Docs:**

- Map of project area
- Preliminary Project Estimate with estimated assessment rates
- PSC Tariff
- Village of Weston Special Assessment Code
- 2017 Main Extension materials

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**Committee Action:** - The committee last discussed this topic in 2017 with no definitive answer/recommendation

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**Fiscal Impact:** - Dependent on Approach

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**Recommendation:** Staff is seeking Committee Input on how to best approach assessments for this project

### Recommended Language for Official Action

**I Move to recommend the costs for sewer and water be \_\_\_\_\_ as part of the Ryan St/Apache Ln Utility Extension Project.**

**Or, Something else**

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Additional action:



Map Date: 8/6/2020

Adoption Date (Village): N/A



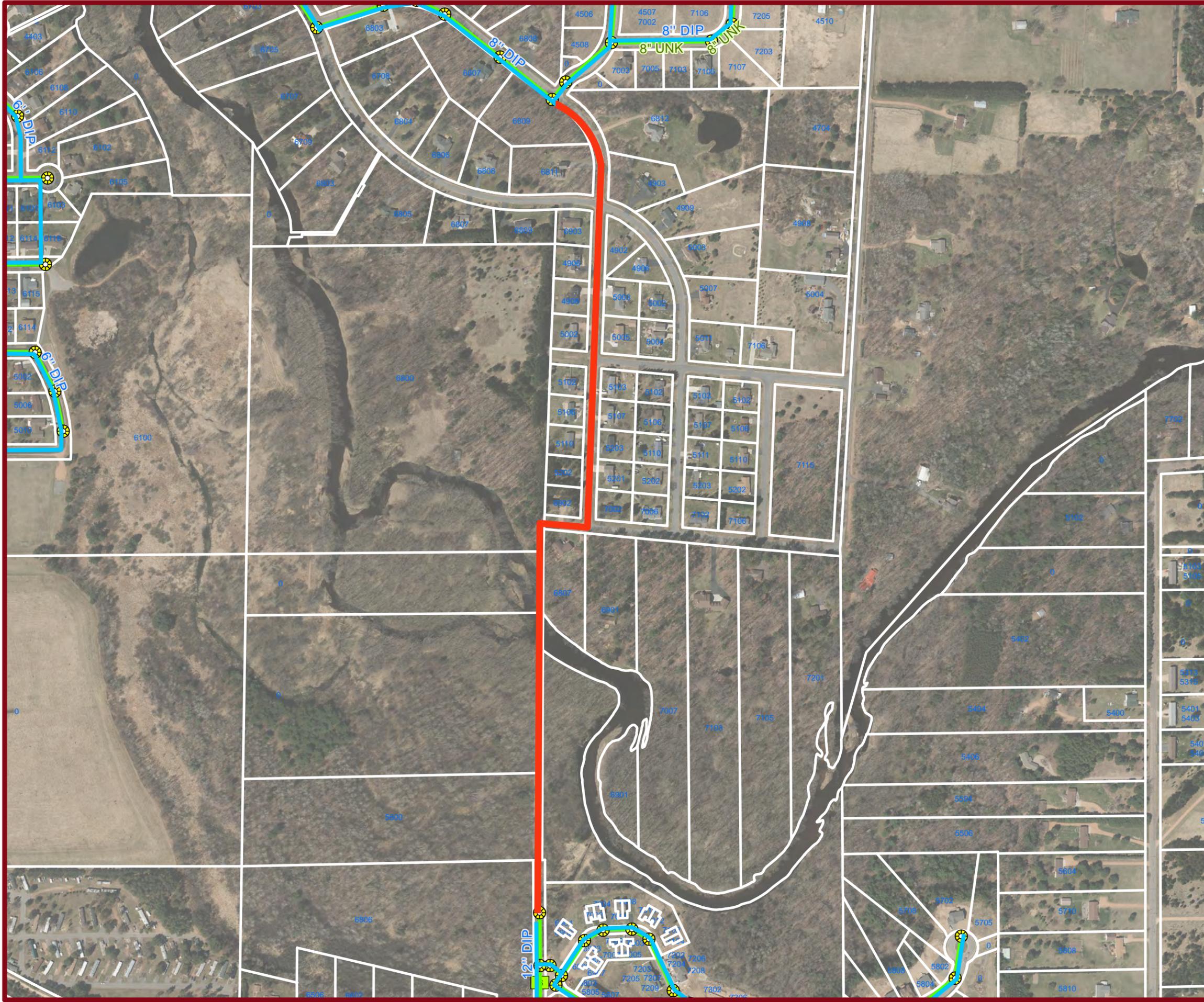
Map by the Village of Weston Public Works, Utilities,  
& Technology Services Department



## Water & Sewer Utility River Crossing

## Legend

-  Water & Sewer Utility Extension
-  Water Mains
-  Sewer Manholes
-  Sewer Gravity Mains



Appendix C:

**Village of Weston**  
**Estimated Costs for Street Reconstruction**  
**Ryan St and Apache Ln Utility Extension and River Crossing**  
**Preliminary**

06/23/20

Item Number	Item Description	Units	Total Project Cost			Minimum Size (assessable)	
			Estimated Quantity	Unit Price	Total Cost	Assessable Quantity	Assessable Cost
<b>100</b>	<b>Sanitary Sewer</b>						
101	Connect to Sanitary MH	EA.	1.00	\$500.00	\$500.00	0.00	\$0.00
102	PVC Sanitary Sewer, 8 Inch	L.F.	1136.00	\$44.30	\$50,324.80	1,136.00	\$50,324.80
103	PVC Sanitary Sewer, 12 Inch	LF	2060.00	\$67.75	\$139,565.00	929.00	\$41,154.70
104	Sanitary Sewer Directional Drilled - 12 Inch	EA.	600.00	\$250.00	\$150,000.00	0.00	\$0.00
105	Sanitary Manhole, 48 Inch	VF	220.00	\$290.25	\$63,855.00	60.00	\$17,415.00
106	Sanitary Manhole Frame and Cover	EA.	11.00	\$871.92	\$9,591.12	6.00	\$5,231.52
107	PVC Sanitary Sewer Wye	EA.	22.00	\$68.67	\$1,510.74	22.00	\$1,510.74
108	PVC Sanitary Lateral, 4-in	LF	660.00	\$60.03	\$39,619.80	660.00	\$39,619.80
109	Television Inspection	LF	3196.00	\$1.15	\$3,675.40	3,196.00	\$3,675.40
	<b>Sanitary Sewer Subtotal</b>				<b>\$458,641.86</b>		<b>\$158,931.96</b>
<b>200</b>	<b>Water</b>						
201	Hydrant, 8' Bury	EA.	8.00	\$3,995.08	\$31,960.64	5.00	\$19,975.40
202	Ductile Iron Watermain, 6 inch	L.F.	120.00	\$65.32	\$7,838.00	75.00	\$4,899.00
203	Ductile Iron Watermain, 8 inch	L.F.	1136.00	\$60.80	\$69,068.80	2,046.00	\$124,396.80
204	Ductile Iron Watermain, 12 inch	L.F.	2060.00	\$74.00	\$152,440.00	0.00	\$0.00
205	Ductile Iron Watermain, 12 inch - Restrained Gaskets	LF	600.00	\$130.00	\$78,000.00	0.00	\$0.00
206	Valve And Box, 6 inch	EA.	8.00	\$1,427.25	\$11,418.00	5.00	\$7,136.25
207	Valve And Box, 8 inch	EA.	6.00	\$2,115.75	\$12,694.50	6.00	\$12,694.50
208	Valve and Box, 12 Inch	EA.	6.00	\$2,957.20	\$17,743.20	0.00	\$0.00
209	Ductile Iron Tee 8 inch x 6 inch	EA.	8.00	\$560.00	\$4,480.00	5.00	\$2,800.00
210	Ductile Iron Tee 8 inch	EA.	0.00	\$600.00	\$0.00	0.00	\$0.00
211	Ductile Iron Tee, 8 inch x 12 inch x 12 inch	EA.	2.00	\$1,075.00	\$2,150.00	1.00	\$1,075.00
212	Ductile Iron Cross, 8 x 8 x 8 x 8	EA.	1.00	\$1,500.00	\$1,500.00	1.00	\$1,500.00
213	Ductile Iron Fittings	EA.	6.00	\$500.00	\$3,000.00	6.00	\$3,000.00
214	Connect to Existing	EA.	2.00	\$500.00	\$1,000.00	0.00	\$0.00
215	Water service Group, 1 inch	EA.	22.00	\$420.00	\$9,240.00	22.00	\$9,240.00
216	Copper Water Service, 1 inch	L.F.	660.00	\$30.40	\$20,064.00	660.00	\$20,064.00
217	Water service Group, 1.5 inch	EA.	0.00	\$341.00	\$0.00	0.00	\$0.00
218	Copper Water Service, 1.5 inch	L.F.	0.00	\$22.80	\$0.00	0.00	\$0.00
219	Water service Group, 2 inch	EA.	0.00	\$400.00	\$0.00	0.00	\$0.00
220	Copper Water Service, 2 inch	L.F.	0.00	\$40.00	\$0.00	0.00	\$0.00
	<b>Water Subtotal</b>				<b>\$422,597.14</b>		<b>\$206,780.95</b>
<b>300</b>	<b>Storm Sewer</b>						
301	Underdrain with Stone Trench (12")	L.F.	1320.00	\$30.78	\$40,629.60	0.00	\$0.00
302	Reinforced Concrete Pipe, Class IV, Storm Sewer, 12 inch	L.F.	0.00	\$0.00	\$0.00	0.00	\$0.00
303	Reinforced Concrete Pipe, Class IV, Storm Sewer, 18 inch	L.F.	0.00	\$0.00	\$0.00	0.00	\$0.00
304	Reinforced Concrete Pipe, Class III, Storm Sewer, 24 inch	L.F.	0.00	\$0.00	\$0.00	0.00	\$0.00
305	Reinforced Concrete Pipe, Class III, Storm Sewer, 36 inch	L.F.	0.00	\$0.00	\$0.00	0.00	\$0.00
306	Storm Sewer Manholes, 48 inch	EA.	0.00	\$0.00	\$0.00	0.00	\$0.00
307	Inlets, Type 3	VF	0.00	\$0.00	\$0.00	0.00	\$0.00
308	12" Nyloplast Ditch Overflow (with grate)	EA.	12.00	\$740.00	\$8,880.00	0.00	\$0.00
309	Storm Sewer Manhole Covers, R-1550	EA.	0.00	\$0.00	\$0.00	0.00	\$0.00
310	Inlet Covers Frame and grate, R3067-L	EA.	0.00	\$0.00	\$0.00	0.00	\$0.00
311	Inlet Protection, Type C	EA.	0.00	\$0.00	\$0.00	0.00	\$0.00
	<b>Storm Sewer Total</b>				<b>\$49,509.60</b>		<b>\$0.00</b>

**Village of Weston**  
**Estimated Costs for Street Reconstruction**  
**Ryan St and Apache Ln Utility Extension and River Crossing**

Preliminary

06/23/20

Item Number	Item Description	Units	Total Project Cost			Minimum Size (assessable)	
			Estimated Quantity	Unit Price	Total Cost	Assessable Quantity	Assessable Cost
<b>400</b>	<b>Street Reconstruction</b>						
401	Mobilization	L.S.	0.00	\$5,000.00	\$0.00	0.00	\$0.00
402	Traffic Control	L.S.	1.00	\$1,000.00	\$1,000.00	0.00	\$0.00
403	Field Office, Type B	L.S.	0.00	\$2,000.00	\$0.00	0.00	\$0.00
404	Pavement Marking	LF	0.00	\$8.00	\$0.00	0.00	\$0.00
405	Removing Asphalt Pavement and Haul to Weston Yard	S.Y.	5,965	\$4.80	\$28,632.00	0.00	\$0.00
406	Credit for Recycled Asphalt	TN	-	(\$2.61)	\$0.00	0.00	\$0.00
407	Sawing Asphalt Pavement	L.F.	240.00	\$1.50	\$360.00	0.00	\$0.00
408	Removing Concrete Sidewalk / Driveway Approach	SF	0.00	\$1.00	\$0.00	0.00	\$0.00
409	Removing Signs	EA.	0.00	\$30.00	\$0.00	0.00	\$0.00
410	Common Excavation	C.Y.	1,988	\$8.75	\$17,397.92	0.00	\$0.00
411	Finishing Roadway	EA.	1.00	\$1,000.00	\$1,000.00	0.00	\$0.00
412	Crushed Aggregate Base Course, 3/4	CY	2778	\$9.00	\$25,000.00	0.00	\$0.00
413	Shoulder Material 3/4 inch	TN	-	\$9.20	\$0.00	0.00	\$0.00
414	Asphalt Concrete Pavement, Type E-1, 3 inch	Ton	1201	\$70.00	\$84,084.00	0.00	\$0.00
415	Moving Small Sign Supports	EA.	0.00	\$30.00	\$0.00	0.00	\$0.00
416	Silt Fence	LF	1000.00	\$1.50	\$1,500.00	0.00	\$0.00
417	Moist.Erosion Control	L.S.	1.00	\$500.00	\$500.00	0.00	\$0.00
418	Water for Testing, Grass Seed, Dust Control	LS	1.00	\$2,500.00	\$2,500.00	0.00	\$0.00
	<b>Street Reconstruction Subtotal</b>				<b>\$161,973.92</b>		<b>\$0.00</b>
<b>500</b>	<b>Curb and Gutter</b>						
501	Concrete Curb and Gutter, 24 inch	L.F.	-	\$9.00	\$0.00	0.00	\$0.00
502	Concrete Curb and Gutter, 30 inch	L.F.	0.00	\$9.50	\$0.00	0.00	\$0.00
503	Concrete Shoulder	LF	4400.00	\$9.00	\$39,600.00	0.00	\$0.00
504	Common Excavation	C.Y.	0.00	\$8.75	\$0.00	0.00	\$0.00
505	Crushed Aggregate Base Course	CY	325.93	\$9.00	\$2,933.33	325.93	\$2,933.33
	<b>Curb and Gutter Subtotal</b>				<b>\$42,533.33</b>		<b>\$2,933.33</b>
<b>600</b>	<b>Sidewalk and Driveways</b>						
601	Concrete Sidewalk, 4 inch	S.F.	0.00	\$3.00	\$0.00	0.00	\$0.00
602	Concrete Sidewalk, 6 inch	S.F.	0.00	\$4.50	\$0.00	0.00	\$0.00
603	Curb Ramp Detectable Warning Field (Yellow)	S.F.	0.00	\$37.00	\$0.00	0.00	\$0.00
604	Common Excavation	C.Y.	0.00	\$8.75	\$0.00	0.00	\$0.00
605	Crushed Aggregate Base Course	C.Y.	0.00	\$9.20	\$0.00	0.00	\$0.00
606	Concrete Driveway Approach, 6 inch	SF	0.00	\$4.50	\$0.00	0.00	\$0.00
607	Common Excavation	C.Y.	0.00	\$8.75	\$0.00	0.00	\$0.00
608	Crushed Aggregate Base Course	C.Y.	0.00	\$9.20	\$0.00	0.00	\$0.00
609	Asphalt Concrete Pavement, Driveway, 2 inch	SY	0.00	\$20.00	\$0.00	0.00	\$0.00
610	Common Excavation	C.Y.	0.00	\$8.75	\$0.00	0.00	\$0.00
611	Crushed Aggregate Base Course	TN	0.00	\$9.20	\$0.00	0.00	\$0.00
	<b>Sidewalk and Driveways Subtotal</b>				<b>\$0.00</b>		<b>\$0.00</b>
<b>700</b>	<b>Landscaping and Mobilization</b>						
701	Mobilization	L.S.	1.00	\$60,000.00	\$60,000.00	0.00	\$0.00
702	Salvaged Topsoil/Compost, Mixed and Screened, 4 inch	S.Y.	700	\$1.50	\$1,050.00	0	\$0.00
703	Seed, Fertilizer, Mulch	LS	1.00	\$1,000.00	\$1,000.00	0.00	\$0.00
	<b>Landscaping and Mobilization Subtotal</b>				<b>\$62,050.00</b>		<b>\$0.00</b>
<b>Project Total Labor and Materials</b>					<b>\$1,197,305.85</b>		<b>\$368,646.24</b>

## Appendix D: Cost Summary and Assessment Rates

### 1. Cost Summary of Estimated Assessable Costs

#### Preliminary

#### Ryan St River Crossing Utility Extension

06/23/20

	Total Project Costs	Assessable Costs <sup>1</sup>
Subtotal Sewer Improvements	\$ 409,430.94	\$109,721.04
Subtotal Sewer Lateral Improvements	\$ 49,210.92	\$ 49,210.92
Subtotal Water Improvements	\$ 393,293.14	\$177,476.95
Subtotal Water Lateral Improvements	\$ 29,304.00	\$ 29,304.00
Subtotal Street Reconstruction Apache Ln	\$ 161,973.92	\$ -
Subtotal Curb & Gutter	\$ 42,533.33	\$ -
Subtotal Storm Sewer	\$ 49,509.60	\$ -
Subtotal Sidewalks	\$ -	\$ -
Subtotal Concrete Driveway Approaches	\$ -	\$ -
Subtotal Asphalt Driveways	\$ -	\$ -
<b>Total Labor and Materials</b>	<b>\$ 1,135,255.85</b>	<b>\$ 365,712.91</b>
<b>Contingencies @ 10%</b>	<b>\$ 113,530.00</b>	<b>\$ 18,290.00</b>
<b>Landscaping Restoration &amp; Mobilization (common)</b>	<b>\$ 62,050.00</b>	<b>\$ 20,000.00</b>
<b>Engineering/Construction Inspection (12% of Const. Est.)</b>	<b>\$ 136,231.00</b>	<b>\$ 43,900.00</b>
<b>Engineering Design (10% of Const. Est)</b>	<b>\$ 113,526.00</b>	<b>\$ 36,600.00</b>
<b>Administration/Management (2.5%)</b>	<b>\$ 28,381.00</b>	<b>\$ -</b>
<b>Total All Improvements</b>	<b>\$ 1,588,974.00</b>	<b>\$ 484,503.00</b>
<b>Cost Allocations by Category (see note 2)</b>		
Total Sewer Improvements	\$ 573,065.00	\$ 145,360.00
Total Sewer Lateral Improvements	\$ 68,879.00	\$ 65,195.00
Total Water Improvements	\$ 550,477.00	\$ 235,125.00
Total Water Lateral Improvements	\$ 41,016.00	\$ 38,822.00
Total Street Reconstruction Zinser St	\$ 226,709.00	\$ -
Total Curb & Gutter	\$ 59,532.00	\$ -
Total Storm Sewer	\$ 69,297.00	\$ -
Total Driveway Culverts	\$ -	\$ -
Total Sidewalks	\$ -	\$ -
Total Concrete Driveway Approaches	\$ -	\$ -
Asphalt Driveways	\$ -	\$ -
<b>Total Project Costs</b>	<b>\$ 1,588,975.00</b>	<b>\$ 484,502.00</b>

- Notes:**
1. Assessable construction costs are as itemized in the detailed cost estimate, Appendix C.
  2. Engineering design, construction management, contingencies and landscaping are allocated to each category of construction based on the proportion of cost for each major category.

## Appendix D: Cost Summary and Assessment Rates

### 2. Estimated Assessment Rates

Preliminary

06/23/20

#### Ryan St and Apache Ln Reconstruction and Utility Extension

##### A. Front Footage Assessment

	Total Assessable Costs	Assessable Units	Units	Calculated Assessment Rate
Sanitary Sewer Improvements	\$ 145,360.00	22	EA	\$ 6,607.27
Sanitary Lateral Improvements	\$ 65,195.00	22	EA	\$ 2,963.41
Water System Improvements	\$ 235,125.00	22	EA	\$ 10,687.50
Water Lateral Improvements	\$ 38,822.00	22	EA	\$ 1,764.64
	<b>\$ 484,502.00</b>			
			Water / Lot	\$ 12,452.14
			Sewer / Lot	\$ 9,570.68
			<b>Total/Lot</b>	<b>\$ 22,022.82</b>

**Public Service Commission of Wisconsin**

**Weston Water Utility**

**Water Main Extension Rule**

Water mains will be extended for new customers on the following basis:

- A. Where the cost of the extension is to immediately be collected through assessment by the municipality against the abutting property, the procedure set forth under Wis. Stat. § 66.0703 will apply, and no additional customer contribution to the utility will be required.
- B. Where the municipality is unwilling or unable to make a special assessment, the extension will be made on a customer-financed basis as follows:
  - 1. The applicant(s) will advance as a contribution in aid of construction the total amount equivalent to that which would have been assessed for all property under paragraph A.
  - 2. Part of the contribution required in paragraph B.1. will be refundable. When additional customers are connected to the extended main within 10 years of the date of completion, contributions in aid of construction will be collected equal to the amount which would have been assessed under paragraph A. for the abutting property being served. This amount will be refunded to the original contributor(s). In no case will the contributions received from additional customers exceed the proportionate amount which would have been required under paragraph A., nor will it exceed the total assessable cost of the original extension.
- C. When a customer connects to a transmission main or connecting loop installed at utility expense within 10 years of the date of completion, there will be a contribution required of an amount equivalent to that which would have been assessed under paragraph A.

**Public Service Commission of Wisconsin**

**Weston Water Utility**

**Water Main Installations in Platted Subdivisions**

Application for installation of water mains in regularly platted real estate development subdivisions shall be filed with the utility.

If the developer, or a contractor employed by the developer, is to install the water mains (with the approval of the utility), the developer shall be responsible for the total cost of construction.

If the utility or its contractor is to install the water mains, the developer shall be required to advance to the utility, prior to the beginning of the construction, the total estimated cost of the extension. If the final costs exceed estimated costs, an additional billing will be made for the balance of the cost due. This balance is to be paid within 30 days. If final costs are less than estimated, a refund of the overpayment will be made by the water utility.

(Ord. of 1-16-1989, and Ord. of 8-16-04 § 1(11)) [Amended via Ord. No 15-027, 11/18/2015; Ord. No 17-005, 2/22/2017]

### ARTICLE III. SPECIAL ASSESSMENTS\*

#### Sec. 78.113. Purpose.

The purpose of this article is to provide for payment for the construction, improvement and preservation of the driveway approaches, streets, curbs, gutters, and sewer and water mains in the village by the levy of special assessments therefor upon various classes of real estate, in a fair and equitable manner, through the application of a variety of formulas. All such levies shall be grounded in the exercise of the police powers of the village.

(Ord. of 4-21-1998, Ord. of 3-22-2012, § 1(13.05.010)) [Amended via Ord. No 15-027, 11/18/2015] [Amended via Ord. No 19-002, 1/26/2019]

#### Sec. 78.114. Special assessment options.

- (a) **Statutory procedures.** Pursuant to Wis. Stat. § [66.0701](#), the village adopts the procedures for levying special assessments as contained in Wis. Stat. § [66.0703](#), with the exception that the village may at its discretion use the following procedures in lieu of the procedures described in Wis. Stats. §§ [66.0703\(8\)\(c\)](#), [\(8\)\(d\)](#) and [\(8\)\(e\)](#):
- (1) When the board determines to proceed with the work or improvement, it shall approve the plans and specifications therefor and adopt a resolution directing that such work or improvement be carried out in accordance with the report as finally approved.
  - (2) The village may adopt the final resolution to levy the special assessments either before the work is carried out or after the work is completed and actual project costs have been determined. The final resolution shall list the cost of the special assessment levied against each property benefitted by the improvement. The village clerk/treasurer shall publish the final resolution as a class 1 notice, under Wis. Stats. [Chapter 985](#), in the assessment district and a copy of such resolution shall be mailed to every interested person whose post office address is known, or can be ascertained with reasonable diligence.
  - (3) When the final resolution is published, all awards, compensations and assessments arising therefrom are deemed legally authorized and made, subject to the right of appeal under Wis. Stat. § [66.0703\(12\)](#).
- (b) **Developer financing.** Where the municipality is unwilling or unable to make a special assessment, the improvements will be made on a developer-financed basis as follows:

- (1) The applicants will advance as a contribution in aid of construction the total amount equivalent to that which would have been assessed for all property under subsection (a) of this section.

\* **State Law References**--Special Assessments, Wis. Stats. §§ 66.0703, 66.0715(2), 66.0701, 66.0705.

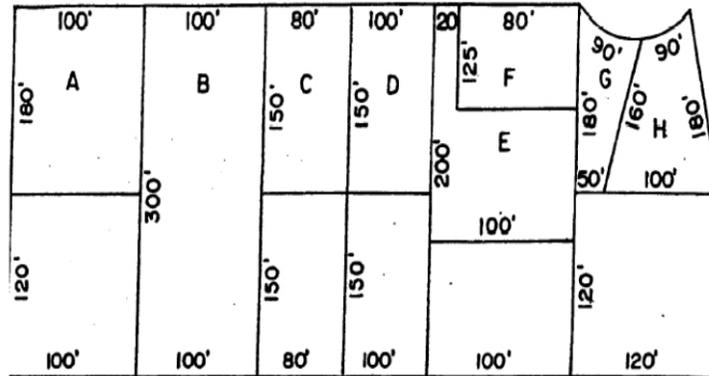
- (2) Part of the contribution required in subsection (b)(1) of this section will be refundable. When additional property is benefitted within ten years of the date of completion, which the original developer did not own or have an interest in at the time of the project, contributions in aid of construction will be collected equal to the amount which would have been assessed under subsection (a) of this section for the abutting property benefitted. This amount will be refunded to the original contributors. In no case will the contributions received from additional customers exceed the proportionate amount which would have been required under subsection (a) of this section nor will it exceed the total assessable cost of the original extension. After ten years has elapsed there will be no refunds.
- (c) **Special agreement.** The village board, through recommendation by the appropriate committee, would handle each case on an individual basis. A resolution would be passed stating the conditions of the agreement.

(Ord. of 4-21-1998, Ord. of 3-22-2012, § 1(13.05.020)) [Amended via Ord. No 15-027, 11/18/2015]

**Sec. 78.115. Assessment formula.**

- (a) The assessment may be made on the adjusted front footage formula. In such formula, odd-shaped lots and cul-de-sac lots are adjusted to an average front footage equivalent to the frontage of a rectangularly shaped lot of the same depth. This method is declared and found to be a more equitable assessment method than the simple front footage method. The adjusted front footage method gives consideration to the depth and shape, as well as frontage, on the street improved. The plat example in figure 1 illustrates how the method is used in practice.

FIGURE 1



Lot A, corner lot--Adjusted footage shall be based on the first side improved. If both sides are improved the adjusted front footage shall be based on the long side.

Lot B	100 feet by 150 feet	Adjusted front footage	100.00 feet
Lot C	80 feet by 150 feet	Adjusted front footage	80.00 feet
Lot D	100 feet by 150 feet	Adjusted front footage	100.00 feet
Lot E	10,000 square feet_150 feet	Adjusted front footage	66.67 feet
Lot F	10,000 square feet150 feet	Adjusted front footage	66.67 feet
Lot G	11,900 square feet150 feet	Adjusted front footage	79.00 feet
Lot H*	16,150 square feet150 feet	Adjusted front footage	108.00 feet

Note: Square footage amounts for lots G and H are estimates.

\*Note that the adjusted front footage can be further modified under Sec. 78.116(1).

- (b) In the adjusted front footage formula in figure 1 the lot depth figure of 150 feet has been used in the calculations. However, in applying this formula to a specific block, the actual denominator used in the formula shall be the apparent, general lot depth of the block in which the lot is situated or 150 feet, whichever is less. Such apparent lot depth shall be determined by the public works and utility committee and included in the schedule of the proposed assessments required by Wis. Stat. § [66.0703](#), subject to the usual control of the village board, set forth in the cited section of the statutes.
- (c) Large lots (residential lots with area greater than 40,000 square feet and commercial and industrial lots) may be assessed based on lot area or other methods of assessments that are deemed to be fair and equitable by the public works and utility committee.

- (d) The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

***Actual front footage***, means the actual length of a lot's property lines abutting a public improvement and measured as described in legal documents (deeds, certified survey maps, subdivision plats, or other public land survey records).

***Adjusted front footage***, means the front footage of a lot after making allowances for lot shape and size in accordance with this special assessment policy. The adjusted front footage may be greater or less than the actual front footage.

***Assessable front footage***, means the front footage upon which the assessment will be levied. The assessable front footage will usually be the same as the adjusted front footage. However, in cases such as those involving corner lots which were previously assessed on one side, or where a lot may have received a partial assessment, the assessable front footage can differ from the adjusted front footage.

(Ord. of 4-21-1998, Ord. of 3-22-2012, § 1(13.05.030)) [Amended via Ord. No 15-027, 11/18/2015] [Amended via Ord. No 19-002, 1/26/2019]

#### **Sec. 78.116. Applying the adjusted front footage formula.**

Throughout this section, 150 feet will be used as the denominator for purposes of explaining the application of the formula.

- (1) ***Odd-shaped lots***. For odd-shaped lots, such as found on cul-de-sacs or triangular intersections, etc., the adjusted front footage is computed by dividing the area of the lot, up to a maximum distance of 150 feet from the street where the improvement is to be installed, by 150. When the adjusted front footage formula is applied and results in an adjusted front footage which is greater than the actual front footage, then the assessable front footage shall be the adjusted front footage.
- (2) ***Approximately rectangular lots***. For a lot which is approximately rectangular, the adjusted front footage is computed by averaging the front and back sides of the lot. If the lot is deeper than 150 feet, the width at the 150-foot depth is used for the back lot line. This method is limited to where the divergence between the front and rear lot lines is five feet or less.
- (3) ***Rectangular lots***. For the normal rectangular lot, the adjusted front footage is the actual front footage of the lot, using the 150-foot denominator.
- (4) ***Shallow lots***. For rectangular lots under 150 feet in depth, the adjusted front footage is determined by dividing the actual lot area by 150 feet.

- (5) **Neck lots.** For lots which have a small frontage on a street, with a narrow strip running back 150 feet more or less, an adjusted front footage is determined by dividing the actual lot area by 150 feet.
- (6) **Corner lots.** The adjusted front footage for corner lots shall be based on the first side improved. If both sides are improved, the adjusted front footage shall be based on the long side. On lots where property lines meet with an arc, the front footage shall be computed as half the arc measurement at the property line. The adjusted front footage will further take into account the lot shape as described in this section. Where one side has been previously improved and assessed and the second side is improved, an assessment will be levied for the second side served if the lot could be divided along the second side to make another lot conforming to existing or potential zoning. The adjusted front footage for the second side served in this case will be the adjusted front footage on the second side less 150 feet.
- (7) **Double frontage lots.** See lot B in figure 1. A double frontage lot assessment is an exception to the rule. Its assessment shall be for the first side served. The assessment shall be computed on the adjusted front footage method that conforms to the shape and size of the lot, except that if the lot is capable of division on a line roughly parallel to either of the abutting streets, into two or more lots upon which two or more principal buildings could be erected according to the regulations of the zoning district in which the lot is located, the assessment shall then be for both sides when served and at the adjusted front footage formula as conforms to the size and shape of the resulting "lots." Any variance that may be granted by the zoning board of appeals will be excluded from consideration in calculating lot division for purposes of assessment under this section.
- (8) **Triple frontage lots.** Triple frontage lots have characteristics of double frontage and corner lots. A triple frontage lot will be considered the same as a double frontage lot.
- (9) **Other cases.** Lots not meeting any of the specific criteria described in Sec. 78.115 and this section will be handled on a case by case basis.

(Ord. of 4-21-1998, Ord. of 3-22-2012, § 1(13.05.040)) [Amended via Ord. No 15-027, 11/18/2015]

#### **Sec. 78.117. Determination of assessable front footage.**

The assessable front footage is the frontage upon which the assessment will be calculated and shall be determined by taking the adjusted front footage, as determined in Secs 78.115 and 78.116, less any allowances for previous assessments, or other unassessable front footage.

(Ord. of 4-21-1998, § 1(13.05.050)) [Amended via Ord. No 15-027, 11/18/2015]

**Sec. 78.117.1. Alternative procedure/sewer and water assessments.**

As a complete alternative to the methods of assessments for sanitary sewer and water main improvements provided in Secs. 78.115, 78.116 and 78.117, the following procedure may be used either exclusively or in combination with other methods of assessments allowed by law in making such assessments.

- (1) **Lump sum/REU assessment.** A lump sum or base assessment may be levied against each assessable parcel within the boundaries of the district to be assessed. In addition to the lump sum assessment, residential equivalency unit assessments (REU's), using average residential water consumption as the standard of measurement, may be applied to those commercial and industrial users of the system that are projected to use the system in excess of the daily average water usage of a single family residence. Such additional REU assessments may vary in proportion to the existing or projected use of the property.
- (2) **Assessments for costs of reserve capacity.** The reserve capacity cost of a sewer or water system benefitting future users may be fairly apportioned among property owners who could not otherwise be connected to the service without the interceptor or water main. REU's shall be calculated for each such property and payments made on the assessment will not be due until each such property is developed.
- (3) **Changes in REU assessment.** Where remodeling or additions to an existing structure would change the REU's assessed against a parcel of property, then an additional amount equal to the new REU's times the original assessed amount per REU must be paid in full before occupancy is permitted.

(Ord. of 2-21-2000, § 1) [Amended via Ord. No 15-027, 11/18/2015]

**Sec. 78.118. Determination of assessment cost for new street and curb and gutter construction.**

- (a) **Assessable costs.** One hundred percent of new street and curb and gutter construction will be assessed.
- (b) **Assessment calculation.** The assessment for the initial installation of street, curb, gutter and pavement construction shall be computed by multiplying the assessable front footage, as provided in Sec. 78.117, by the per-foot charges as calculated for the project.

(Ord. of 4-21-1998, § 1(13.05.060)) [Amended via Ord. No 15-027, 11/18/2015] [Amended via Ord. No 19-002, 1/26/2019]

**Sec. 78.119. Drive approach construction.**

One hundred percent of the drive approach costs will be assessed to the property owner on all new construction and street reconstruction projects based on an actual square foot measurement.

(Ord. of 4-21-1998, § 1(13.05.080)) [Amended via Ord. No 15-027, 11/18/2015] [Amended via Ord. No 19-002, 1/26/2019]

**Sec. 78.120. Determination of assessment cost for sanitary sewer, lift station, water main construction and booster stations.**

- (a) **General method of determining cost for sanitary sewer and water main construction.** The amount to be levied against an abutting property shall be determined by multiplying the assessable front footage (as determined in Sec. 78.117) of the individual parcel abutting the street or right-of-way to be improved or so improved by the assessable cost per foot, which is determined by dividing the total cost of the project for the blocks, block, or part thereof by the total number of feet of assessable front footage on both sides of the street. The total cost of the project may include, but shall not be limited to, all construction and excavation costs, including rock removal and supplementary bedding, dewatering costs, and survey, inspection and engineering costs if applicable and so authorized.
- (b) **Exceptions.**
- (1) **Cost based on eight-inch mains.** Assessments for sanitary sewer and water main construction shall be based upon the cost of installation of eight-inch mains, notwithstanding larger pipe actually installed, unless the customer's needs require a larger size main.
  - (2) **Corner lots.** Assessable footage shall be determined according to section 78.116.
  - (3) **Large lots.** Large lots shall be defined as residential lots over 40,000 square feet in area and industrial and commercial lots. For large lots the assessment for the improvements will be based on the area of the property benefitted, or by other methods of assessment deemed to be fair and equitable by the Public Works and Utility Committee.
  - (4) **Unplatted area.** The public works and utility committee shall apply the general guidelines of the adjusted front footage formulas of Secs. 78.115 and 78.116, this section, or other methods of assessment that are deemed to be fair and equitable.
- (c) **Lift stations.** Lift stations may be fully or partially assessed to the properties of the area which they serve. Lift stations may be assessed by the area method, the front footage method, the per lot or per dwelling unit method, or by any other methods

deemed to be fair and equitable by the public works and utility committee. The assessments shall be levied in districts served by lift stations and are based on present capital costs as recommended by the Public Works and Utility Committee.

- (d) **Booster stations.** Booster stations may be fully or partially assessed to the properties of the area which they serve. Booster stations may be assessed by the area method, the adjusted front footage method, the per lot or per dwelling unit method, or by any other methods deemed to be fair and equitable by the Public Works and Utility Committee. The assessments shall be levied in districts served by booster stations and are based on present and future capital, operational and maintenance costs as recommended by the Public Works and Utility Committee.

(Ord. of 4-21-1998, § 1(13.05.100)) [Amended via Ord. No 15-027, 11/18/2015] [Amended via Ord. No 19-002, 1/26/2019]

**Sec. 78.121. Access fee for sanitary sewer and water main improvements.**

- (a) When a property is benefitted by connecting private service laterals or where a development directly abutting the water or sewer mains extends additional mains with a direct connection to a sanitary sewer or water main, either existing or newly constructed, and where no assessments for the sanitary sewer and water main improvements have been previously levied against the property, the Public Works and Utility Committee shall cause an access fee to be charged to the benefitted property in lieu of the special assessment normally charged to abutting owners.
- (b) For previously existing mains, the access fee shall be based on the current special assessment costs for similar construction, and for new mains the access fee shall be based on the actual project costs for new construction determined in accordance with Sec. 78.120.
- (c) The access fee shall be charged when recently annexed properties are to be connected to existing mains, or when properties not previously assessed by normal special assessment procedures are connected to mains.
- (d) Payment for the access fee shall be a lump sum payment made in advance of the village's/utility's granting permission to connect to the mains owned by the village/utility. However, the village may by resolution approve an installment payment plan as normally used for special assessments in accordance with Sec. 78.123.
- (e) When an access fee is levied for an improvement not previously assessed by the village, and where the improvement was already 100 percent assessed to a project developer or where the improvement was constructed and financed solely by a developer under the direction of the village but without direct village cost, then the village may refund the access fee to the project developer in accordance with the following:

- (1) A "project developer" shall refer to a person, persons or business organization which financed at least 50 percent or more of the total project cost.
- (2) A connection fee may be refunded to a project developer who qualifies as stated in this subsection (e) providing the connection fee is collected by the village within ten years from the year in which the improvement was constructed. After ten years has elapsed, any claims for refunds shall be invalid.
- (3) A request for refund of an access fee shall be made in writing by the original project developer who was either assessed for the project or solely financed the project.
- (4) No person other than the original project developer shall be eligible to claim or receive a refund. The village, in its sole discretion, shall determine whether a refund shall be made after examining evidence and testimony. The village may request additional information from the developer other than that specified in this subsection (e). A finding of incomplete or unsubstantiated evidence may be grounds for denial of the claim for refund.
- (5) To qualify for an access fee refund, a project developer must be able to substantiate his claim by either:
  - a. Producing a record of the assessment originally levied by the village indicating the original improvement was fully assessed by the village to the developer;
  - b. Submitting a sworn affidavit stating the developer paid for improvements serving properties other than the developer's own for which the developer received no previous reimbursement. The affidavit should be filed immediately after completion of the improvement, and refiled or amended at the time of the claim. Incorrect claims or untruthful statements shall subject the affiant to penalties of law.
- (6) The amount of the refund shall be calculated according to subsection (5)b of this section, less a fee of ten percent of the total to be paid to the village for administration expenses.
- (7) The payment of the refund may be in a lump sum or in installments, as the village may direct at the time of the claim.

(Ord. of 4-21-1998, § 1(13.05.110)) [Amended via Ord. No 15-027, 11/18/2015] [Amended via Ord. No 19-002, 1/26/2019]

**Sec. 78.122. Service laterals required.**

- (a) Prior to the improvement of the village street by the installation of curb, gutter, pavement or other permanent surfacing, utility laterals and service pipes shall be laid from the mains or utility tunnels to the abutting property. **Where the work is done by village forces or by public contract let by the village, the cost of such installation on private property shall be borne 100 percent by the property served.** Extended time for payment, if any, shall be the same as for the street improvement. The village shall follow the procedures of Wis. Stat. § [66.0703](#) as to notice, plans, estimates and levies for special assessment for the work.
- (b) Laterals and service pipes for non-village-owned utilities may be required to be installed prior to the street improvement. The installation shall be by resolution of the village board for each street on a project-by-project basis.

(Ord. of 4-21-1998, § 1(13.05.120); Ord. of 3-22-2012) [Amended via Ord. No 15-027, 11/18/2015] [Amended via Ord. No 19-002, 1/26/2019]

**Sec. 78.123. Assessment paid by installments.**

- (a) Special assessments for the improvements provided for in this article may be paid over a period set forth in the preliminary and final special assessment resolutions. The number of annual installments shall be five when the average principal amount of special assessments on a project is \$1,000.00 or less. The village board may, but is not required, to extend the number of annual installments to more than five, but not greater than ten annual installments when the average principal amount of special assessments on a project is \$1,001.00 or more.
- (b) Special assessments for the improvements provided for in this article may be paid over a period in excess of ten years only in those instances where the village board finds it to be in the public interest to construct a project and impose special assessments for the improvement upon real estate whose present or foreseeable use in the immediate future is not directly related to or dependent upon the improvements.

(Ord. of 4-21-1998, § 1(13.05.130); Ord. of 5-21-2001(2), § 1) [Amended via Ord. No 15-027, 11/18/2015]

**Sec. 78.124. Assessment prior to annexation.**

- (a) As a condition of annexation, and prior to action by the village board on any proposed annexation ordinance, a tender must be made to the village for unremunerated improvements made by the village from which benefits have accrued to the property petitioned or would have been received by such property but for the fact that such land was outside of the village when the improvements were made.

- (b) Such tender must be made in cash, agreed to on an installment basis in accordance with village policies in effect at the time of such request for annexation, or, at the village's prerogative, an agreement may be entered into providing for payment.
- (c) The benefits which must be paid are those which could have been assessed on a special assessment basis, whether under the police power or under the special benefit procedures, had the area to be considered for annexation been in the village at the time the improvements were made, and include but are not limited to new street construction, curb and gutter, sanitary sewer, water main, and any other improvements.
- (d) Should the annexation ordinance fail, then any tender shall be returned to the petitioner unless the improvements are already benefitting the property, in which case the tender shall be retained and enforced by the village.

(Ord. of 4-21-1998, § 1(13.05.140)) [Amended via Ord. No 15-027, 11/18/2015]

**VILLAGE OF WESTON, WISCONSIN  
AGENDA ITEM COVER SHEET**

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**MTG/DATE:** Property and Infrastructure and Plan Commission – 06/05/17

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**FROM:** Keith Donner, P.E., Director of Public Works & Utilities

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**DESCRIPTION:** Adoption of Utility Main Extension Prescriptions to Supplement the Village's Water and Sewer Main Extension Policies and Recommended Elements of Revisions to Related Policies and Ordinances

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<b>ACTION:</b>	<input type="checkbox"/> <b>Approve</b>	<input type="checkbox"/> <b>Ordinance</b>	<input type="checkbox"/> <b>Proclamation</b>
	<input type="checkbox"/> <b>Deny</b>	<input checked="" type="checkbox"/> <b>Policy</b>	<input type="checkbox"/> <b>Report</b>
	<input type="checkbox"/> <b>Expenditure</b>	<input type="checkbox"/> <b>Procedure</b>	<input type="checkbox"/> <b>Resolution</b>

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**QUESTION:** Should the Board of Trustees adopt Utility Main Extension Prescriptions to Supplement the Village's Water and Sewer Main Extension Policies as recommended by the Director of Public Works? What

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**BRIEF:** The Village's current policy and practice for extensions of water and sanitary sewer mains follows the Village's tariff (X-2 and X-3) on file with the Public Service Commission of Wisconsin (PSC). This policy essentially says that the cost of all extensions is the responsibility of "developers," i.e. the person or company desiring service, rather than the Village (or essentially utility customers and taxpayers). However, the Director has encountered several situations recently that point out the need for more participation/financial incentives to be offered by the Village to accomplish utility reinforcement, infill and possibly system extensions.

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**RECOMMEND:** The Director recommends adoption of proposed Municipal Utility Extension Prescriptions to Supplement the Village's Water and Sewer Main Extension Policies. The Director seeks feedback on incentives for extending mains and determining availability of service.

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**COMMITTEE:** Finance Committee considered and approved on 06/05/2017  
Property & Infrastructure Committee on 06/12/2017  
Plan Commission on 06/12/2017; Board of Trustees on 06/19/2017

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**REQUEST:** Approve Director's recommendation.

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Is there an additional briefer with this agenda item? **YES**

Are there additional reference documents which have been attached to this report?

**YES** - Materials in DropBox Folder:

<https://www.dropbox.com/sh/j8mr53dj30ultsv/AAB-fVJZXHV67ZbuRT-A1mOKa?dl=0>

**VILLAGE OF WESTON, WISCONSIN  
AGENDA ITEM BRIEFER**

**1. Policy Question:**

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Should the Board of Trustees adopt Utility Main Extension Prescriptions and Policies to supplement the Village's Water and Sewer Main Extension Policies? Secondly, what elements should the Board of Trustees endorse in revisions to related ordinances and policies to accomplish the goal of municipal utility service to developed areas of the Village?

**2. Purpose:**

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The purpose of asking these questions is to receive guidance and feedback from Village policymakers regarding the "policy question" written out above.

**3. Background:**

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The Village's current policy and practice for extensions of water and sanitary sewer mains follows the Village's tariff (X-2 and X-3) on file with the Public Service Commission of Wisconsin (PSC). With very few exceptions this tariff is the same one adopted for all Wisconsin water utilities. Even for those few exceptions the basic philosophy of main extension policies is the same; that is, developers, or those who desire the service extension, should pay for the extension, not the utility (which is existing customers or taxpayers).

This policy essentially says that the cost of all extensions is the responsibility of "developers," i.e. the person or company desiring service – the "cost causer" - rather than the Village (or essentially utility customers and taxpayers). This philosophy is prevalent if not universal throughout the country.

With respect to main extensions for either water or sanitary sewer the Village of Weston has traditionally held to the principles discussed above during the Director's 19 years with the Village.

The philosophical discussion becomes clouded as extensions of sewer and water mains are made that create benefits to customers and property neighboring a subdivision and/or along a route to the desired destination. When the "developer" is an individual desiring municipal utility service the cost of financing extensions quickly becomes impractical, unless other properties, and/or the Village, participate. When the "developer" is a subdivider of a plat, the financial means are much greater. Recapture agreements can be, and have been, offered in these situations to allow the developer a means of recouping their investment benefiting these other properties when those properties outside their development connect. However,

these agreements have a sunset provision of 10 years following the original construction and there is no mandatory connection requirement. Subdivision developers have been the only parties to execute these agreements to this point.

There are situations in which the Village may play the role of developer. The development of the Business and Technology Park and extensions of utilities to make sanitary sewer and water available to the property along Zinser Street south of STH 29 involved a series of projects over a span of approximately 8 years between 1998 and 2006. As the initiator of those projects, the Village had the ability to mitigate – if not eliminate - its risk for expending public funds by levying special assessments to properties that benefited from the projects. Special assessments for these projects included front foot charges for minimum size (8”) mains and the Reserve Capacity Assessment per Residential Equivalent Unit (REU) assessment to recoup investments in the wastewater transmission system rather than pass those on to customers through rates.

The Village always has the option to utilize special assessments as described in tariff schedule X-3 and as provided under 66.0607 Stats., even in developer initiated projects, but this option has generally been avoided in the past 15 years or more, to steer clear of negative public reaction from those affected.

By holding to the policy of “developer” responsibilities for costs, it seems there has been a level of impasse reached for extensions even within a few hundred feet of the existing water and sewer mains. There are currently 5 situations which the Director has been contacted about with respect to sewer system connection for individual lots vs private wastewater system construction – River Front Place, Weston Avenue, East Jelinek, CTH J, and Buska Street. These have historically been evaluated as to whether sewer service is “available,” with determination of “availability” left to the judgement of the Director in terms of cost of a private wastewater system (and well) vs. extensions of the municipal water and sewer system. Inevitably, even when the existing sewer and water mains are within a few hundred feet, the cost of extensions is higher than developing private systems and the municipal systems do not get extended.

This scenario plays out even with some levels of Village financial participation in the projects with discretionary proposed contributions to “over-sizing” and “system reinforcement.”

“Over-sizing” in a pure sense is simply a larger pipe than is needed by a specific development. The Village uses 8” as its minimum size and this is a common practice throughout the country: a) for water due to minimal incremental cost for 8” as compared to 6” and the ability for 8” mains to better to maintain minimum fire flow needs; and b) for sewer due to the regulatory requirement for 8” minimum size gravity sewer mains.

“System reinforcement,” in its pure sense is additional pipe or facilities installed to make the water and/or sewer system more reliable. The most common way this would be done is with looping of a water main to improve system reliability in an area.

In a broader sense “oversizing” and “system reinforcement” become lumped together to include extraordinary construction costs; e.g. crossing water features, additional depth of facilities, rock excavation, fronting wetlands, fronting corner lots already served on another side, etc. What is considered “over-sizing and “system reinforcement” is left to the discretion of the Director and the Board of Trustees.

With all this said, it should be evident the issue of articulating a black and white main extension policy is a difficult task. To summarize the major issues and policy questions:

1. The current policy of placing the financial responsibility on the “cost causer” has created pockets of areas where the cost of extending municipal services is too high for individual property owners to bear.
2. Arguably, the current policy also could be viewed as discouraging to development.
3. How should the availability of municipal sewer and/or waster service be defined?
4. Is the Village willing to implement the use of special assessments to facilitate projects providing benefit to multiple properties affected by an extension for a “cost causer/developer?”
5. Is the Village willing to play the role of developer for certain areas of the Village to facilitate economic development?
6. Should the interpretation of “over-sizing” and “system reinforcement” be left to discretion or more clearly defined?

#### **4. Issue Analysis:**

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**The fundamental principle which should guide this issue analysis is that municipal sewer and water service are preferred over private water and wastewater systems.** Once a property has received municipal service, it is inconceivable it would ever lose that service or need to pay directly for replacement, other than through “socialized costs” included in rates. By contrast, private water, and especially wastewater systems, have finite lives and ultimately will require replacement at some time in the future. Thus, private water and wastewater systems are a liability to individual property owners.

A draft policy for determining the availability of public sewer service has been developed from an example used in the Northeast Ohio Four County Regional

Planning and Development Organization. The draft is titled “Municipal Utility Extension Prescriptions.” A map depicting different areas of the Village and Town of Weston has been created to show how properties in the different areas would be treated with respect to determining the need for utility service extensions. The materials can be viewed in the Dropbox folder linked at the end of this report.

There seem to be two central questions.

First, there is a need to determine whether utility service is “available.” This question should have both a physical location (distance) test as well as a financial component. It would seem logical to base the decision on relative cost of private systems vs. public systems with potentially a maximum cost for a single dwelling regardless of lot size. It would also seem reasonable though, that the costs for obtaining municipal utility service with related improvements will naturally be higher than for private systems due to the street restoration component and the permanence of municipal service.

Second, in order to achieve the fundamental goal of serving Village residents with municipal sewer and water, what financial incentives, if any should be applied. A table titled, “Decision making criteria based on location of property to be served relative to sewer utility service area and sewer service boundary,” is included in the referenced Dropbox folder. If financial incentives can be offered when municipal utilities and other infrastructure are constructed, it would give property owners some options other than a 10-year repayment period or tapping into home equity.

Ideas included in the table are:

1. Interest free special assessments and repayment agreements.
2. Interest free special assessments and repayment agreements with deferred payments.
3. Special assessment repayment periods longer than 10 years. Placing a cap on the special assessment amount for a property; e.g.
4. a maximum frontage of 250 feet, or maximum special assessment principal amount of \$XXX.
5. cost to extend 2” water and sewer force main
6. maximum cost based on cost of private water/wastewater systems plus 25% plus up to 250 feet of street reconstruction.
7. Deferral of connection for a maximum number of years in combination with any of the above.
8. For developer recapture agreements, a requirement for abutting property owners to connect by the sunset of the agreement.
9. Outright contributions to main extension projects with higher contributions going to infill projects and those which help with system reinforcement.
10. Alternates to front foot assessments dependent on the type of project.

11. The idea of special assessment incentives implies the Village taking a more aggressive role by getting in front of projects rather than simply letting economics dictate.
12. Village does not pass through engineering fees for extensions:
13. For individual property owners
14. For lots fronted by projects for subdivisions beyond the property fronted.
15. Defer water assessments for maximum of 10 years with payment by the end of 10 years or at property sale, whichever is sooner. Defer sewer assessments for unlimited time with access fee collected when connection occurs.
16. Sewer utility pays for water assessments at 10 years and collects access fee at time of connection equivalent sewer and water access fee.

There are probably other ideas which could be vetted and there are undoubtedly many reasons why the above ideas should not be considered. In principle, there can be no “free lunch.” There is a cost to providing municipal utilities and any other public infrastructure. As indicated earlier, any costs of projects which are not paid by developers must be paid for through utility rates or general tax levy by utility customers and Village taxpayers.

Without going into extensive discussion, the level of financial regulatory oversight for water utilities (rate setting and the expenses that are part of those rates) is perceived by the Director to be on a level similar to that for investor-owned utilities throughout the country. However, when it comes to sewerage utilities, the utility has much more latitude, unless a sewerage utility has elected to be regulated by the PSC, which is not the case in the Village of Weston. The more likely “regulatory” impacts to the sewer utility may come from conditions of existing or future bond issues. So, for example, a suggestion to extend a repayment period for the sewer utility beyond 10 years and not for the water utility due to PSC conventions, may not be a reasonable proposal.

The Director perceives the concerns in principle with the financial incentives, as suggested, could be that too much of the costs for the benefit of new customers could be shifted to current customers. However, to achieve the goal of serving Village residents with municipal utility service, greater financial contribution by the Village needs to be considered. There are going to be times when the municipality or utility does take on the role of speculator or risk taker, such as with a tax increment finance district or facilitating a long extension for a new development.

## **5. Fiscal Impact:**

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The fiscal impact of this policy or policies is undetermined at this time. The Director recommends the Village financial consultant comment on the suggested financial incentives, and any others they might suggest. Finance Director, Jacobs is not opposed to offering interest free deferred special assessments.

## **6. Legal Impact:**

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Legal counsel should provide an opinion as to the ability to require connections when recapture agreements are used. The Village special assessment ordinance should be reviewed and updated. The Village ordinances for sewer and water utilities should be reviewed for consistency with any main extension policy (policies) that are ultimately adopted. Contributions to utility projects and related infrastructure costs is a matter of discretion of the Village Board of Trustees under the current policy in the Village's water utility tariff.

## **7. Prior Review:**

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This topic has been discussed with Administrator, Daniel Guild on several occasions. The Public Works and Utility Committee, predecessor of the Property and Infrastructure Committee, has periodically discussed the main extension policy, as has the PIC committee. The issue has been left to the discretion of the Director to address issues on a one-by-one basis.

The topic was discussed at the Finance Committee on June 5, 2017. The general discussion centered around financing incentives and connection requirements. The Finance Committee was supportive of interest free deferral of special assessments for up to 10 years at which time connection would be required and payment would be due. Assessment deferral would also end at time of property sale, or water or wastewater system failure, at which time connection would be required.

Further discussion with John Jacobs, Finance Director, reveals that repayment periods longer than 10 years could also be proposed for the utility portions of the assessments, but not for any general obligation portion, i.e., street reconstruction component. So, perhaps we would be looking for some staggered repayment periods for street improvements (begin at 5 years to be repaid by the 10<sup>th</sup> year) and utility repayments (begin at 10<sup>th</sup> year and repay by the 15<sup>th</sup> or even 20<sup>th</sup>). This is simply saying this could be an option, we could show how this would work with the Riverfront Place/Pine Ridge Lane project on 6/12.

## **8. Policy Choices:**

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Approve the Municipal Utility Extension Prescriptions document or something else. Provide feedback on financial incentive ideas. Recommend review of financial incentive ideas by the Village financial consultant. Recommend review of legal issues regarding special assessments and ordinances by Village legal counsel.

## **9. Recommendation:**

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The Director recommends adoption of the Main Extension Prescriptions to determine where and when the Village deems service to be available. The Director seeks feedback on acceptable incentives for infill development and system reinforcements.

The Director will review the utility ordinance (Chapter 86) and special assessment ordinance (Chapter 74) for compatibility with the Main Extension Prescriptions. The Director also favors a main extension policy containing elements of the City of Mequon's describing the process and financial responsibilities of developers and the Village. (See Dropbox)

Further review of possible financial options by the Village's Financial consultant is recommended.

Further review of legal questions as outlined is also recommended.

## **10. Attachments:**

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Materials in DropBox Folder: <https://www.dropbox.com/sh/j8mr53dj30ultsv/AAB-fVJZXHV67ZbuRT-A1mOKa?dl=0>

Weston Water Utility

**Water Main Extension Rule**

Water mains will be extended for new customers on the following basis:

- A. Where the cost of the extension is to immediately be collected through assessment by the municipality against the abutting property, the procedure set forth under Wis. Stat. § 66.0703 will apply, and no additional customer contribution to the utility will be required.
- B. Where the municipality is unwilling or unable to make a special assessment, the extension will be made on a customer-financed basis as follows:
  - 1. The applicant(s) will advance as a contribution in aid of construction the total amount equivalent to that which would have been assessed for all property under A.
  - 2. Part of the contribution required in B.1. will be refundable. When additional customers are connected to the extended main within 10 years of the date of completion, contributions in aid of construction will be collected equal to the amount which would have been assessed under A. for the abutting property being served. This amount will be refunded to the original contributor(s). In no case will the contributions received from additional customers exceed the proportionate amount which would have been required under A., nor will it exceed the total assessable cost of the original extension.
- C. When a customer connects to a transmission main or connecting loop installed at utility expense within 10 years of the date of completion, there will be a contribution required of an amount equivalent to that which would have been assessed under A.

**RATE FILE**

Sheet No. 1 of 1

Schedule No. X-3

Amendment No. 13

**Public Service Commission of Wisconsin**

**Weston Water Utility**

**Water Main Installations in Platted Subdivisions**

Application for installation of water mains in regularly platted real estate development subdivisions shall be filed with the utility.

If the developer, or a contractor employed by the developer, is to install the water mains (with the approval of the utility), the developer shall be responsible for the total cost of construction.

If the utility or its contractor is to install the water mains, the developer shall be required to advance to the utility, prior to the beginning of the construction, the total estimated cost of the extension. If the final costs exceed estimated costs, an additional billing will be made for the balance of the cost due. This balance is to be paid within 30 days. If final costs are less than estimated, a refund of the overpayment will be made by the water utility.

**VILLAGE OF WESTON**  
**MUNICIPAL UTILITY EXTENSION PRESCRIPTIONS**

**Areas Currently Served by Public Sewer (Yellow):**

These areas are currently served with public sewers that have been constructed and are currently in operation. **These areas/properties are considered infill development.**

**New Development and Construction**

Any new development and/or construction in the yellow areas of this facilities planning area shall be required to connect to the Weston sewerage system to ensure that wastewater will be treated and discharged to the Rib Mountain Metropolitan Sewerage District (RMMSD) or Wausau wastewater treatment facility.

**Existing Development and Construction**

Private onsite wastewater treatment systems (POWTS) shall be abandoned in accordance with state and county regulations and parcels shall connect to the Weston sewerage system to ensure that wastewater will be treated at the RMMSD or Wausau wastewater treatment facility, unless the Village of Weston determines that public sewer service is not available.

**Areas Programmed for Public Sewers Within the Next 20 Years (Orange):**

This area contains some existing development, as well as large undeveloped tracts of land and vacant lots subject to improvement. **This area is generally considered infill development even though main extensions will be required to make service available.**

**New Development (subdivisions)**

All new commercial, industrial, institutional and residential subdivisions, required to be platted, by state, county, and/or local regulations in the orange areas shall be required to connect to the existing Weston sewerage system to ensure that wastewater will be treated and discharged to the RMMSD or Wausau wastewater treatment facility. The developer shall be required to extend new sanitary sewers from any proposed development to the existing public sewer tributary to RMMSD or Wausau.

**New Construction (Individual Lots – non-residential)**

New commercial development on existing individual parcels or newly created unplatted parcels will be required to provide public sewer service to ensure that sanitary wastewater will be transported to and treated by the RMMSD or Wausau wastewater treatment facility.

**New Construction (Individual Lots - residential)**

New residential construction on existing, individual parcels/lots or newly created, unplatted parcels will be required to provide public sewer service to ensure that wastewater will be transported to and treated at the RMMSD or Wausau wastewater treatment facility when all of the following apply:

1. It is determined by the Village of Weston that the RMMSD or Wausau treatment facilities and existing public sewerage system have capacity to accept flow from the proposed construction.
2. The Village of Weston deems that public sewer is available.
3. There are no physical, legal or financial barriers prohibiting such connection.

If it is determined that such barriers exist, then documentation that adequately and reasonably supports the claim must be provided to the Village of Weston. The Village, after review of the information, may deem that public sewer is not available and permit the use of POWTS.

When any of items 1-3 above do not apply, it shall be deemed that public sewer is currently not available and individual parcels may be improved with new POWTS in accordance with state and county regulations.

An owner of an existing parcel where new construction will be served by a POWTS shall extend a sanitary sewer lateral to the parcel boundary so that wastewater may be transported to RMMSD or Wausau wastewater treatment facility, when and if the Village of Weston deems that connection to public sewer is available.

#### Existing Development and Construction

When the Village of Weston determines that public sewer is available, properties served by existing POWTS will be required to connect to public sewer in conformance with Village policies, to ensure that wastewater will be transported to and treated by RMMSD or the Wausau wastewater treatment facility. Upon completing the connection to the Weston sewerage system, existing POWTS shall be properly abandoned in accordance with state and county regulations.

When the Village of Weston determines that public sewer is not available, existing (developed) commercial, industrial, institutional and residential properties within this area may continue to be served by POWTS, except that:

1. Failing POWTS serving one-or 2- family dwellings shall be abandoned and replaced with code compliant POWTS in accordance with state and county regulations.
2. Failing POWTS serving uses other than one-or 2- family dwellings shall be abandoned and the parcel will be required to connect to public sewer to ensure that wastewater will be treated at the RMMSD or Wausau wastewater treatment facility.

An owner of a parcel served by an existing POWTS may extend a sanitary sewer lateral to the parcel boundary so that wastewater may be transported to RMMSD or Wausau wastewater treatment facility, when and if the Village of Weston deems that connection to public sewer is available.

#### **Areas that will be served by the RMMSD or Wausau wastewater treatment facility or a POWTS (Green):**

This area may contain some existing development, as well as large undeveloped tracts of land and vacant lots subject to improvement within the Urban Sewer Service Area Boundary. **This area is generally regarded as system extension areas, though some parts may be considered infill**

#### New Development (subdivisions)

New commercial, industrial and residential subdivisions, required to be platted, by state, county, and/or local regulations will be required to provide public sewer service to ensure that wastewater will be transported to and treated at the RMMSD or Wausau wastewater treatment facility when all of the following apply:

1. An existing public sewer, owned and operated by the Village of Weston, is within 2,500 ft. of the property proposed for development.
2. It is determined by the Village of Weston that the RMMSD or Wausau wastewater treatment facility and existing public sewers have capacity to accept flow from the proposed development.
3. The Village of Weston deems that public sewer is available.
4. There are no other physical, legal or financial barriers prohibiting such connection.

If it is determined that such a barrier exists, documentation that adequately and reasonably supports the claim must be provided to the Village of Weston. The Village of Weston, after review of the information, may deem that public sewer is not available and permit the use of a POWTS.

New, centralized wastewater treatment systems serving new developments with more than one lot/parcel will not be approved.

### New Construction (Individual Lots – non-residential)

New commercial development on existing individual parcels or newly created unplatted parcels will be required to provide public sewer service to ensure that sanitary wastewater will be transported to and treated by the RMMSD or Wausau wastewater treatment facility when all of the following apply:

1. It is determined by the utility having jurisdiction that the RMMSD or Wausau wastewater treatment facility and existing public sewer have capacity to accept flow from the proposed construction.
2. The Village of Weston deems that public sewer is available.
3. There are no physical, legal or financial barriers prohibiting such connection.

If it is determined that such barriers exist, then documentation that adequately and reasonably supports the claim must be provided to the Village of Weston. The Village of Weston, after review of the information, may deem that public sewer is not available and permit the use of POWTS.

When any of items 1-3 above do not apply, it shall be deemed that public sewer is currently not available and individual parcels may be improved with new POWTS in accordance with state and county regulations.

When the Village of Weston determines that public sewer is available, properties served by existing POWTS will be required to connect to public sewer in conformance with Village policies, to ensure that wastewater will be transported to and treated by RMMSD or the Wausau wastewater treatment facility. Upon completing the connection to the Weston sewerage system, existing POWTS shall be properly abandoned in accordance with state and county regulations.

### New Construction (Individual Lots - residential)

New residential construction on existing, individual parcels/lots or newly created, unplatted parcels will be required to provide public sewer service to ensure that wastewater will be transported to and treated at the RMMSD or Wausau wastewater treatment facility when all of the following apply:

1. It is determined by the utility having jurisdiction that the RMMSD or Wausau wastewater treatment facility and existing public sewer have capacity to accept flow from the proposed construction.
2. The Village of Weston deems that public sewer is available.
3. There are no physical, legal or financial barriers prohibiting such connection.

If it is determined that such barriers exist, then documentation that adequately and reasonably supports the claim must be provided to the Village of Weston. The Village of Weston, after review of the information, may deem that public sewer is not available and permit the use of POWTS.

When any of items 1-3 above do not apply, it shall be deemed that public sewer is currently not available and individual parcels may be improved with new POWTS in accordance with state and county regulations.

An owner of an existing parcel where new construction will be served by a POWTS shall extend a sanitary sewer lateral to the parcel boundary so that wastewater may be transported to the existing RMMSD or Wausau wastewater treatment facility, when and if the Village of Weston deems that connection to public sewer is available.

### Existing Development and Construction

When the Village of Weston determines that public sewer is available, properties served by existing POWTS will be required to connect to public sewer in conformance with Village policies, to ensure that wastewater will be transported to and treated by RMMSD or the Wausau wastewater treatment facility. Upon completing the connection to the Weston sewerage system, existing POWTS shall be properly abandoned in accordance with state and county regulations.

When the Village of Weston determines that public sewer is not available, existing (developed) commercial, industrial, institutional and residential properties within this area may continue to be served by POWTS, except that:

1. Failing POWTS shall be abandoned and replaced with code compliant POWTS in accordance with state and county regulations.

New, centralized wastewater treatment systems serving new development with more than one lot/parcel will not be approved.

**Areas that will be served by POWTS (Cream):**

These areas are, for the most part, a great distance from existing public sewers. Approval of connections to public sewer for treatment of wastewater at the RMMSD or Wausau wastewater treatment facility will be rare. Cream areas that appear closer to existing public sewers are often burdened with other limitations to public sewer connection, such as: public sewer capacity, physical obstructions to public sewer construction, and flood plains.

**New Development and Construction**

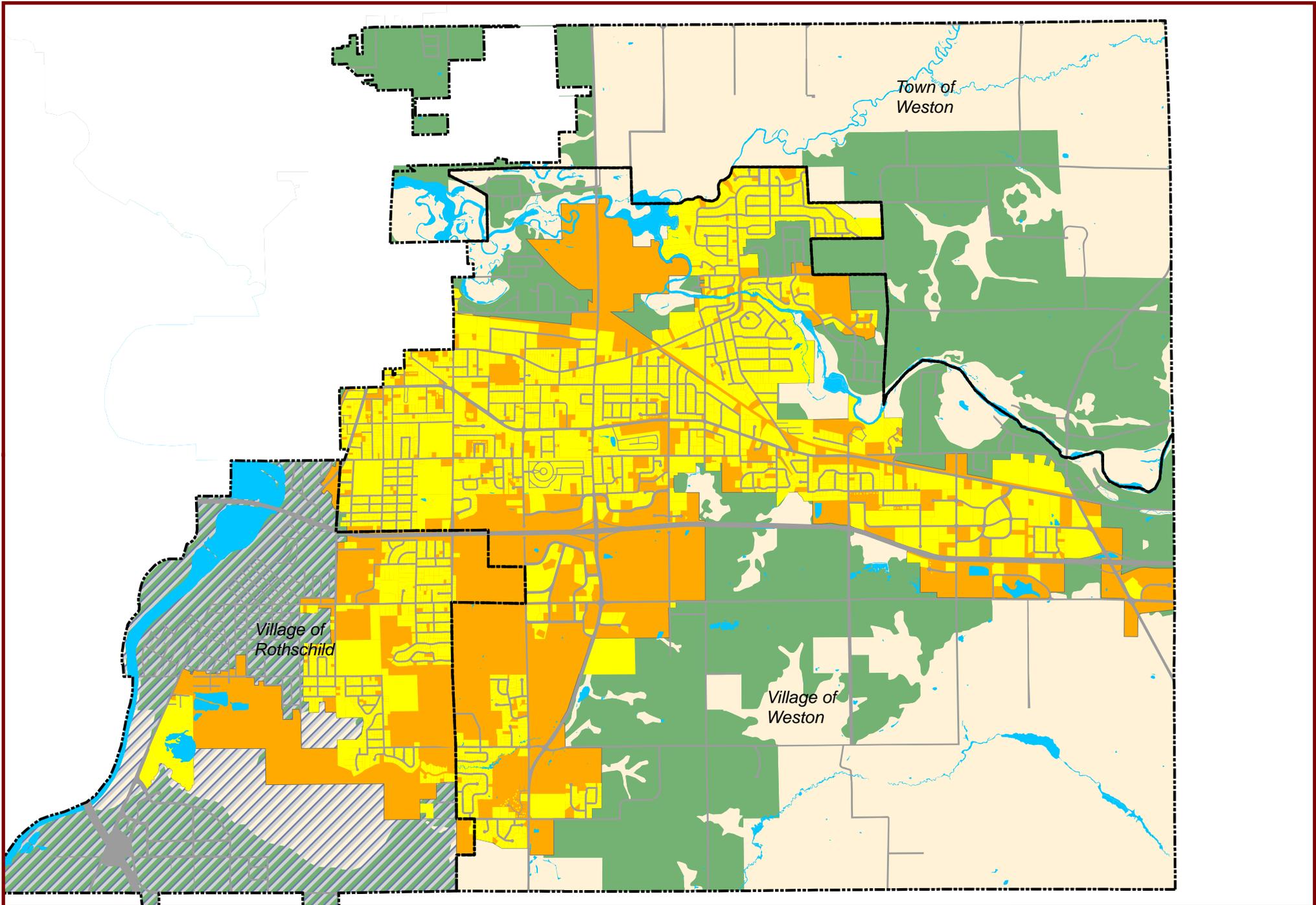
Where public sewer is not available, as determined by the Village of Weston, new POWTS may be permitted for subdivisions or individual parcels, in accordance with state and county regulations.

**Existing Development and Construction**

When the Village of Weston determines that public sewer is available, properties served by existing POWTS will be required to connect to public sewer in conformance with Village policies, to ensure that wastewater will be transported to and treated by RMMSD or the Wausau wastewater treatment facility. Upon completing the connection to the Weston sewerage system, existing POWTS shall be properly abandoned in accordance with state and county regulations.

When the Village of Weston determines that public sewer is not available, existing (developed) commercial, industrial, institutional and residential properties within this area may continue to be served by POWTS, except that:

1. Failing POWTS shall be abandoned and replaced with code complaint POWTS in accordance with state and county regulations.



**Legend**

- Currently Sewered
- Not Sewered, but Fronted by Main
- 208 Sewer Service Area
- On Site Sewer

0 0.375 0.75 1.5 Miles

Map created by  
 Technology Services

Village of Weston  
Municipal Utility Extension Prescriptions

Decision making criteria based on location of property to be served relative to sewer utility service area and sewer service boundary.

Location of Property	Cost	Responsible Party	Over-sizing Recommendations	Financing Method(s)	Possible Financial Incentives From Village
<b>Fronted by a main (Infill/Build-out - Yellow Area on Map)</b>	Connection to mains, possible access fee	Property owner/developer	None - Not Applicable	Home equity, Cash, Special Assessment Agreement for access fee	Interest free agreement, Term longer than 10 years
<b>Property not fronted by a main, but located within the overall footprint of the Utility service area - Any subdivisions, any commercial property, and any property within 600 feet of existing main(s), but not dependent on a strict distance criteria. (Infill - Orange area on map)</b>	Main extensions, laterals to property line, and street restoration	Property owner/developer		Private financing, Recapture agreement,	Require connection for property fronted by developer financed improvements
	Main extensions and street restoration	Village	Appropriate up to 50%, plus extraordinary construction	Special Assessment by Village, Revenue bond, Utility operating income, rates	Interest free special assessments, Repayment term longer than 10 years, Interest only or interest free deferred special assessment, Cap on total amount of special assessment
	Connection to mains	Property owner/developer	None - Not Applicable	Home equity, Cash, Special Assessment Agreement for access fee	Deferral of connection up to a maximum number of years - 10?
<b>Property beyond the footprint of the overall boundary of the Utility service area, but within the urban area sewer service boundary - Generally any subdivisions within 2,500 feet of a main(s), non-residential lots within 1,000 feet of a main(s), any new or existing residential lot within 600 feet of a main(s), but availability not predicated on a strict distance criteria. (System Extensions - Green Area on map)</b>	Main extensions, laterals to property line, and street restoration	Property owner/developer		Private financing, Recapture agreement,	Require connection for property fronted by developer financed improvements
	Main extensions and street restoration	Village	Appropriate for over-sizing and system reinforcement possibly up to a fixed percentage.	Special Assessment by Village, Revenue bond, Utility operating income, rates	Interest free special assessments, Repayment term longer than 10 years, Interest only or interest free deferred special assessment, Cap on total amount of special assessment
	Connection to mains	Property owner/developer	None - Not Applicable	Home equity, Cash	Deferral of connection up to a maximum number of years - 10?
<b>Existing properties with private systems which fail and need replacement in any area are subject to determination of "availability" of municipal service (Orange, Green and Cream areas).</b>	Main extensions, laterals to property line, and street restoration	See above for applicable area (Green and Cream would be viewed similarly)			
	Main extensions and street restoration	See above for applicable area (Green and Cream would be viewed similarly)			
	Connection to mains	See above for applicable area (Green and Cream would be viewed similarly)			

Other incentives: Provide Engineering and inspection on projects less than 1,000 feet long - Usually can add 25% to base cost of projects

# REQUEST FOR CONSIDERATION

<b>Public Mtg/Date:</b>	<b>Public Works Committee – 9/14/2020</b>
<b>Description:</b>	<b>Discussion on implementing a Dig Once Policy</b>
<b>From:</b>	<b>Michael Wodalski, Director of Public Works</b>
<b>Question:</b>	<b>What are the committee members thoughts on a Dig Once Policy?</b>

## Background

At the Village Board Meeting on August 17, the discussion of a “Dig Once” policy came up. A “Dig Once” policy is outlined in the Village’s Comprehensive Plan (<http://westonwi.gov/DocumentCenter/View/3174/Broadband-Technology-Plan-adopted-1032016?bidId=> Section 3.4).

This is also a topic that has been discussed over the past year at various Marathon County Metropolitan Planning Organization (MPO) meetings, materials from those meetings are attached.

Staff believes we’ve been following the general principles of the comprehensive plan with street reconstruction projects as we hold utility coordination meetings as part of the design process and make sure utilities are relocated as needed during the street reconstruction process. During new subdivision layouts, requiring infrastructure on the front end has also been required. This can be a struggle at times as the telecommunications providers don’t always want to extend facilities to an area where there are not any customers yet.

There are more stringent ordinances/policies the Village could adopt and some of those are referenced in the MPO materials. The general discussion with other metro communities is the idea of a complete Dig Once Policy sounds good in theory but would be tough to enforce due to Wisconsin Right-of-Way laws. Ideas similar to the City of Eau Claire where digging into new roads is not allowed for a specified period of time though are items we could look at implementing.

<b>Attached Docs:</b>	<b>- Dig Once Part of the Village’s Comprehensive Plan - MPO Packet materials from the past year regarding a Dig Once Policy</b>
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<b>Committee Action:</b>	<b>N/A</b>
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<b>Fiscal Impact:</b>	<b>N/A</b>
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<b>Recommendation:</b>	<b>Staffs recommendation is to continue operating as is incorporating as many Dig Once initiatives into common practices, such as utility coordination for street reconstruction projects.</b>
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# REQUEST FOR CONSIDERATION

## Recommended Language for Official Action

**I Move to** \_\_\_\_\_

**Or, Something else**

\_\_\_\_\_  
Additional action:

### 3.4. Implement a Dig Once and Joint Trench Use Policy

“Dig once” and joint trench use policies are local government efforts to reduce the number and scale of repeated excavations for the installation and maintenance communications and utilities infrastructure in public rights-of-way. They require a coordinated effort among public and private entities for installing infrastructure when there are plans for excavation. According to Federal Highway Administration, such policies are sensible solutions to expedite the deployment of fiber along main routes when implemented as part of a cooperative planning process.

The village and town adopt a dig once and joint trench use policy with the following components. To fully implement certain aspects of the policy, adjustments to ordinances and engineering design standards are also necessary or advisable. The village has already undertaken some associated ordinance amendments as part of its 2016 update to its subdivision regulations (Chapter 74 of Municipal Code).

- **Share village and town capital improvement programs** with utility, telecommunication companies, and non-profit entities like WCAN to enhance likelihood of coordinating projects.
- **Coordinate with broadband services providers for joint trenching and simultaneous projects** when undertaking the engineering/design and pre-construction phases of all road and utility projects. The communities could also include fiber/conduit as part of the bid document, and in any case will coordinate on timing.
- **Require coordination between road and utility construction projects**, no matter which agency or business initiates such projects, to the extent permitted by state and federal law. This should include sharing of engineering/design plans for comment and contribution, invitations and attendance at pre-construction meetings, and joint trenching wherever possible. Joint trenching for electrical and fiber lines are particularly feasible and even desirable.
- **Include the simultaneous installation of fiber conduit within all village and town infrastructure installation projects**, including local infrastructure installed by developers in new subdivisions and business parks, unless infeasible from a cost, public safety, or available space standpoint. Conduit serves as “place holder” for future service providers to maximize future opportunities for broadband network expansion. The village included such a requirement for new subdivisions in its 2016 update of its subdivision regulations.
- **Adapt village engineering standards for designing roads and utilities (including developer installation) to ensure that conduit will be of a feasible size, design, and placement** for future fiber installation and to maximize joint

trenching. Also, establish standards advising the scope of project for which conduit would be required to be installed (e.g. major corridors or all roadways?).

- **Add “broadband/ fiber” to the list of required public improvements in new subdivisions** and other developments at the expense of the developer, and specify design requirements and construction standards/scope for installation of conduit and fiber infrastructure. In 2016, the Village included such a requirement as part of the update of its subdivision regulations.
- **Restrict the frequency of road excavation** for the purpose of installing utility, communications, or other underground infrastructure. This is designed to protect street investments, encourage earlier collaboration, and enable other alternatives like directional boring and small cells. Directional boring is a trenchless method of installing underground pipes, conduits, and cables along a prescribed bore path by using a surface-launched drilling rig, with minimal impact on the surrounding area. Small cells are devices that can be attached to poles and/or buildings to increase network capacity via a wireless signal instead of excavation. In 2016, the Village included a requirement in its subdivision regulations that restricted the breaking of new pavement for utility installation or otherwise will be allowed for a period of 5 years from initial placement, unless approved by the Director of Public Works in an emergency.
- **Encourage or require different techniques to minimize the impact of excavation**, where the village or town determine that road excavation is required. For example, micro-trenching involves digging a small trench just inches under the road surface along the curb line to install fiber optic lines.
- **Encourage the County and State to coordinate with telecommunication providers and install conduit for fiber** in accordance with village standards, when participating on technical teams supporting or advising on County and State highway projects.
- **Investigate and follow Wisconsin Department of Transportation (WisDOT) standards for facilitating highway corridors for broadband infrastructure**, and explore possible relationships that may result in expansion of facilities from providers in the Green Bay market area utilizing the Highway 29 corridor.

### 3.5. Collaborate on Mapping Efforts for Economic Growth

There could be better sharing of mapping and data resources between the village, private communications service providers, and regional entities for the common goal of increasing business activity. It appears that competitive concerns and in some cases lack of awareness impedes map and data sharing. The village intends to:





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Community Development  
Educator

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[Melinda.osterberg@wisc.edu](mailto:Melinda.osterberg@wisc.edu)

## Potential Development of a “Dig Once” Policy for Marathon County

### Background

Marathon County has established high speed internet accessibility as a primary goal within the County Strategic Plan 2018-2022. Recognizing that dig once ordinances can facilitate the installation of conduit and associated broadband infrastructure, Strategy D of Objective 8.7 of the Plan states that *Marathon County will establish a dig once policy for county roadway reconstruction and bridge projects that engages providers in a discussion about whether to include conduit for fiber.*

Fiber installation is a high cost endeavor. Dig once policies seek to lower the financial barriers to broadband expansion by coordinating the installation of conduit, fiber and other related infrastructure with planned road improvements. Studies estimate that fiber installed as part of a dig once project costs approximately one-quarter of the total cost if constructed as a standalone project.

There are a variety of options open to communities seeking to facilitate broadband deployment through the use of a dig once policy/ordinance. Depending on the financial means and how aggressive a community wants to encourage broadband development, the following policies can be pursued:

- Municipal installation of conduit and fiber with road reconstruction projects
- Coordination of utilities and internet service providers through mandatory communication, financial incentives, or prohibitions

Attached is a Dig Once Model Ordinance drafted by the Northeast Colorado Association of Governments and contained in the 2016 Minnesota Governor’s Task Force on Broadband Annual Report. Highlights of the Model Ordinance include the following:

- An annual meeting between Marathon County and area utility companies to encourage communication and inform utility purveyors about County road improvement plans
- Prior to authorization to work in the right-of-way, any utility would have to provide information about the location of their existing infrastructure in relation to the project and Marathon County would inform other utility companies of the work and facilitate collaboration
- Require joint excavation for projects planned to occur within a two year timeframe
- Conduit installation with new road construction

## Appendix E: Model “Dig Once” Local Ordinances and Examples

Draft Regional Broadband Strategic Plan,” Northeast Colorado Association of Local Governments (Jan 8, 2016) (found at [https://www.google.com/?gws\\_rd=ssl#q=Northeast+Colorado+broadband+plan](https://www.google.com/?gws_rd=ssl#q=Northeast+Colorado+broadband+plan))

### MODEL OPEN TRENCH/DIG ONCE ORDINANCE<sup>21</sup>

WHEREAS, obstructions and excavations in City/Town/County rights of way disrupt and interfere with public use of the Rights of Way; and

WHEREAS, obstructions and Excavations in City/Town/County Rights of Way result in loss of parking and loss of business to merchants and others whose places of business are in the vicinity of such obstructions and Excavations; and

WHEREAS, it is desirable to adopt policies and regulations which will enable the City/Town/County of \_\_\_\_\_ to gain greater control over the disruption and interference with the public use of public streets and Rights of Way, in order to provide for the health, safety and well-being of the City’s/Town’s/County’s residents and users of City/Town/County Rights of Way; and

WHEREAS, significant public funds have been invested to acquire, build, maintain and repair the streets within the City/Town/County, and Excavations in the Rights of Way reduce the useful life of the pavement infrastructure; and

WHEREAS, significant public funds have been invested to place and maintain Landscaping within Rights of Way in the City/Town/County and Excavations in the Rights of Way cause damage to, and increase the costs of maintaining that Landscaping; and

WHEREAS, at the present time, the City’s/Town’s/County’s Department of Public Works does not have [or desires to update, as appropriate] a detailed map or database indicating the location, nature, or extent of the system underground utility, communications and similar Facilities; and

WHEREAS, the various public and commercial utilities, broadband and communications providers and similar entities which install, maintain, and operate Facilities under the City’s/Town’s/County’s Rights of Way are constrained, from time to time, to make excavation cuts which degrade the surfaces of these Rights of Way, thereby reducing their useful life; and

WHEREAS, demand for access to broadband services is growing, and in order to fill such demand, more broadband network infrastructure is being installed in Rights of Way; and

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<sup>21</sup> This Model Open Trench/Dig Once Ordinance is intended as a starting point to address issues that local governments might include in their own rights of way codes. It may be considered as a separate ordinance or for inclusion in a more comprehensive ordinance government rights of way management, permitting and construction. All provisions relate in some way to coordinating and attempting to minimize excavations, but all may not be appropriate in every jurisdiction. The provisions of this Model may also, where authorized, be modified and adopted as local policies or regulations.

WHEREAS, in other jurisdictions, the demand for access and the number of entities seeking to install Facilities has sometimes resulted in multiple, serial Excavations within the Rights of Way, which can and has resulted in traffic disruption, a weakening of pavement integrity, and a shortening of the useful life of paved surfaces; and

WHEREAS, while Colorado state statutes, particularly, C.R.S. 38-5.5-109, contains some procedures for addressing joint trenching in connection with broadband provider operations in the Rights of Way, at the present there is no comprehensive mechanism nor legal requirement that all public and commercial entities coordinate Excavation in the Rights of Way, and construct Facilities in newly developed areas to minimize future Excavations; and

WHEREAS, the [City/Town/County] of \_\_\_\_\_ intends to responsibly manage its Rights of Way by anticipating such demand and planning accordingly.

NOW, THEREFORE, be it enacted by the City/Town/County of \_\_\_\_\_ as follows:

I. PURPOSE AND OBJECTIVES

A. Purpose: to provide principles and procedures for the coordination of construction Excavation within any public Rights of Way, and to protect the integrity of the Rights of Way and road system.

B. Objectives. Public and private uses of Rights of Way for location of Facilities employed in the provision of public services should, in the interests of the general welfare, be accommodated; however, the City/Town/County must insure that the primary purpose of the Rights of Way, namely the safe and efficient passage of pedestrian and vehicular traffic, is maintained to the greatest extent possible. In addition, the value of other public and private installations, Facilities and properties should be protected, competing uses must be reconciled, and the public safety preserved. The use of the Rights of Way corridors for location of Facilities is secondary to these public objectives. This ordinance is intended to assist in striking a balance between the public need for efficient, safe transportation routes and the use of Rights of Way for location of Facilities by public and private entities. It thus has several objectives:

1. To insure that the public health, safety and welfare is maintained and that public inconvenience is minimized.
2. To facilitate work within the Rights of Way through the standardization of regulations.
3. To conserve and fairly apportion the limited physical capacity of the public Rights of Way held in public trust by the City/Town/County.

4. To promote cooperation among the Applicants and Permittees (as defined herein) and the City/Town/County in the occupation of the public Rights of Way, and work therein, in order to (i) eliminate duplication that is wasteful, unnecessary or unsightly, (ii) lower the Permittee's and the City's/Town's/County's costs of providing services to the public, and (iii) minimize Rights of Way Excavations.

## II. DEFINITIONS

For the purpose of this Chapter the following words shall have the following meanings:

- A. "Applicant" means an owner or duly authorized agent of such owner, who has submitted an application for a Permit to Excavate in the Rights of Way.
- B. "City"/"Town"/"County" means the City/Town/County of \_\_\_\_\_, Colorado.
- C. "Conduit" means a single enclosed raceway for cables, fiber optics or other wires, or a pipe or canal used to convey fluids or gases.
- D. "Department" means the Department of Public Works.
- E. "Developer" means the person, partnership, corporation, or other legal entity who is improving property within the City/Town/County and who is legally responsible to the City/Town/County for the construction of improvements within a subdivision or as a condition of a building permit or other land use or development authorization.
- F. "Director" means the Director of Public Works of the City/Town/County or his/her authorized representative.
- G. "Emergency" means any event which may threaten public health or safety, or that results in an interruption in the provision of services, including, but not limited to, damaged or leaking water or gas conduit systems, damaged, plugged, or leaking sewer or storm drain conduit systems, damaged electrical and communications facilities, and advanced notice of needed repairs is impracticable under the circumstances.
- H. "Excavate" or "Excavation" means any Work in the surface or subsurface of the Rights of Way, including, but not limited to opening the Rights of Way; installing, servicing, repairing or modifying any Facility(ies) in or under the surface or subsurface of the Rights of Way, and restoring the surface and subsurface of the Rights of Way.
- I. "Facilities" means, including, without limitation, any pipes, conduits, wires, cables, amplifiers, transformers, fiber optic lines, antennae, poles, ducts, fixtures and appurtenances and other like equipment used in connection with transmitting, receiving, distributing, offering, and providing broadband, utility and other services.

J. "Landscaping" means materials, including without limitation, grass, ground cover, shrubs, vines, hedges, or trees and non living natural materials commonly used in landscape development, as well as attendant irrigation systems.

K. "Major Work" means any reasonably foreseeable Excavation that will affect the Rights of Way for more than five (5) consecutive calendar days.

L. "Owner" means any Person, including the City, who owns any Facilities that are or are proposed to be installed or maintained in the Rights of Way.

M. "Permit" means any authorization for use of the Rights of Way granted in accordance with the terms of this ordinance, and other applicable laws and policies of the City/Town/County.

N. "Permittee" means the holder of a valid Permit issued pursuant to this Chapter and other applicable provisions of applicable law for Excavation in the Rights of Way.

O. "Person" means any person, firm, partnership, special, metropolitan, or general district, association, corporation, company, or organization of any kind.

P. "Rights of Way" means any public street, road, way, place, alley, sidewalk or easement, that is owned, held or otherwise dedicated to the City/Town/County for public use.

Q. "Work" means any labor performed on, or any use or storage of equipment or materials, including but not limited to, construction of streets and all related appurtenances, fixtures, improvements, sidewalks, driveway openings, street lights, and traffic signal devices. It shall also mean construction, maintenance, and repair of all underground structures such as pipes, conduit, ducts, tunnels, manholes, vaults, buried cable, wire, or any other similar Facilities located below surface, and installation of overhead poles used for any purpose.

### III. POLICE POWERS

A Permittee's rights hereunder are subject to the police powers of the City/Town/County, which include the power to adopt and enforce ordinances, including amendments to this ordinance, and regulations necessary to the safety, health, and welfare of the public. A Permittee shall comply with all applicable ordinances and regulations enacted, or hereafter enacted, by the City/Town/County or any other legally constituted governmental unit having lawful jurisdiction over the subject matter hereof. The City/Town/County reserves the right to exercise its police powers, notwithstanding anything in this ordinance or any Permit to the contrary. Any conflict between the provisions of the ordinance or a Permit and any other present or future lawful exercise of the City's/Town's/County's police powers shall be resolved in favor of the latter.

#### IV. JOINT PLANNING AND CONSTRUCTION; COORDINATION OF PLANNED EXCAVATIONS

A. Excavations in City/Town/County Rights of Way disrupt and interfere with the public use of those Rights of Ways and can damage the pavement and Landscaping. The purpose of this section is to reduce this disruption, interference and damage by promoting better coordination among Applicants and Permittees making excavations in City/Town/County Rights of Way and between these Persons and the City/Town/County. Better coordination will assist in minimizing the number of Excavations being made wherever feasible, and will ensure the Excavations in City/Town/County Rights of Way are, to the maximum extent possible, performed before, rather than after, the resurfacing of the Rights of Way by the City/Town/County.

B. Any Permittee owning, operating or installing facilities in City/Town/County Rights of Way, providing water, sewer, gas, electric, broadband, communication, video or other utility or utility-like services, shall meet annually with the Director, at the Director's request to discuss Permittee's excavation master plan. At such meeting, to the extent not already in possession of the City/Town/County, Permittee shall submit documentation, in a form required by the Director, showing a location of the Permittee's existing Facilities in the City/Town/County Rights of Way. Permittee shall discuss with the Director, its excavation master plan, and identify planned Major Work in the City/Town/County. The Director may make his own record on a map, drawing or other documentation, of each Permittee's planned Major Work in the City/Town/County; provided, however, that no such document prepared by the Director shall identify a particular entity, or the planned Major Work of that particular entity. An excavation master plan shall be submitted in both hard copy and digital format. As used in this subsection, the requirement to identify planned Major Work refers to any Major Work planned to occur more in the ensuing three (3) years after the date that the Permittee's master plan or update is discussed. Between the annual meetings to discuss planned Major Work, a Permittee shall use its best efforts to inform the Director of any substantial changes in the planned Major Work discussed at the annual meeting.

C. The Director shall review the major excavation plan and identify conflicts and opportunities for coordination of Excavations. The Director shall notify affected Owners and Permittees of such conflicts and opportunities to the extent necessary to maximize coordination of Excavation. Each Applicant for a Permit shall coordinate, to the extent practicable, with each potentially affected Owner and Permittee to minimize disruption in the Rights of Way.

D. The City/Town/County may disclose information contained in a Permittee's master excavation plan to any public or private entity planning on conducting Excavation activities in the Rights of Way only on a need-to-know basis in order to facilitate coordination

among excavators and to avoid unnecessary Excavation in the Rights of Way. To the maximum extent permissible under the Colorado Open Records Act, as amended, the City/Town/County shall not otherwise disclose to the public any information contained in a master excavation plan submitted by a Permittee that is proprietary, trade secret or is otherwise protected from disclosure; provided, however that the City/Town/County shall have no duty to decline to disclose any information that the Permittee has not identified on its face as proprietary, trade secret or otherwise protected from disclosure. The City/Town/County shall notify a Permittee of any request for inspection of public records that calls for disclosure of any master excavation plan on which any information has been identified as proprietary, trade secret or otherwise protected from disclosure. The City/Town/County shall consult with its legal counsel regarding any such request and shall inform the affected Permittee either that the City/Town/County will refuse to disclose the protected information or, if there is no proper basis for such refusal, that the City/Town/County intends to disclose the requested information unless ordered otherwise by a court.

E. The Director shall prepare a Repaving Plan showing the Rights of Way resurfacing planned by the City/Town/County. For purposes of this section, the Repaving Plan shall include a Landscaping or other Rights of Way improvement plan. The Repaving Plan shall be revised and updated on an annual basis. The Director shall make the City's/Town's/County's Repaving Plan available for public inspection. In addition, after determining the City's/Town's/County's Rights of Way resurfacing Work that is proposed for each year, the Director shall send a notice of the proposed Work to all Permittees that have had an annual meeting with the Director, and those broadband providers that are identified on the list maintained by the Colorado Department of Transportation pursuant to C.R.S. 39-5.5-109 (1)(b).

F. Prior to applying for a Permit, any Person planning to Excavate in the City's/Town's/County's Rights of Way shall review the City's/Town's/County's Repaving Plan on file with the Director and shall coordinate, to the extent practicable, with the utility and street Work shown on such plans to minimize damage to, and avoid undue disruption and interference with the public use of the Rights of Way.

G. In performing location of Facilities in the Rights of Way in preparation for construction under a Permit, Permittee shall compile all information obtained regarding its or any other Facilities in the Rights of Way related to a particular Permit, and shall make that information available to the City/Town/County in a written and verified format acceptable to the Director. If the Permittee fails to provide the locate information requested by the City/Town/County, the City/Town/County may obtain this information and charge the Permittee the actual costs for obtaining the information.

V. JOINT EXCAVATION

A. **Public Entity Excavators.** Whenever two or more public entity excavators propose Major Work in the same block within a three-year period, such Work shall be performed by one public entity excavator. The participants to the excavation shall pay their pro rata share of the Work, or as otherwise agreed to by the affected public entities. For purposes of this subsection, the public entity excavators shall be treated as a single Permit Applicant and shall submit one application.

B. **Private Entity Excavators.** Whenever two or more private entity excavators propose Major Work in the same block within a three-year period, such Work shall be performed by one private entity excavator. For purposes of this subsection, the private entity excavators shall be treated as a single Permit applicant and shall submit one application.

C. **Public Entity Excavator and Private Entity Excavator.** Whenever a public entity excavator(s) and a private entity excavator(s) propose Major Work in the same block within a three-year period, the Department shall condition Permits for such Work in a manner that maximizes coordination and minimizes the total period of construction.

D. **Excavations Not Identified on Major Excavation Plans.** When an Applicant seeks a Permit for an Excavation, and such Excavation has not been identified on a major excavation plan so as to allow the City/Town/County to coordinate joint Excavation as set forth in subsections A through C of this section, an Applicant may, in the discretion of the Director, be required to circulate a description of its proposed Excavation to the Permittees and other parties described in Section IV.E above, to determine whether any Persons have requirements for installing Facilities along the proposed route.

1. The Persons notified should be provided with the Applicant's proposed route plan, the target commencement date and the estimated completion date.

2. Within ten (10) working days after the notification required by this subsection, any interested Person must notify the Applicant of their requirements so that the Applicant may incorporate these requirements, where reasonable, in its Permit application. The Applicant should summarize the responses it receives from other Persons in its Application.

3. If the Applicant believes that it is not reasonably feasible to entertain the requests made by another Person(s) for conditions of joint Excavation, it should notify City/Town/County and the other Person(s) within ten (10) working days from the date of receiving the requirements from the other Person(s) and provide reasons why it is considered not reasonable to do so. The parties are expected to endeavor to resolve any technical or commercial concerns among themselves, and the Applicant shall report the results of these efforts together with its application for a Permit.

E. Waiver of Joint Excavation Requirements. Permit Applicants may seek a waiver of the joint Excavation requirements with respect to a particular Excavation.

1. Except in cases of Emergencies, within thirty (30) calendar days of receipt of a written request for a waiver, the Director, in his or her discretion, may grant a waiver to the joint Excavation requirements for good cause. In making his or her decision on the request for waiver, the Director shall consider the impact of the proposed Excavation on the neighborhood, the applicant's need to provide services to a property or area, facilitating the deployment of new technology and improved services, and the public health, safety, welfare, and convenience. The Director shall indicate in written, electronic, or facsimile communication the basis for granting any waiver pursuant to this subsection.

2. The Director may waive the requirements for joint Excavation in cases where Emergency conditions exist.

3. The Director may place additional conditions on any Permit(s) subject to a waiver, including, without limitation, the charging of additional fees. The Director's decision regarding waivers of the joint Excavation requirements shall be final.

#### VI. CONSTRUCTION OF NEW STREETS

A. Intent. The intent of this section is to provide for the construction of infrastructure sufficient to allow broadband communications entities desiring to deploy Facilities in the future to do so by pulling the same through the conduit and appurtenances installed pursuant to this section and without Excavating within the Rights of Way. This section is not intended to require Owners of broadband Facilities to install additional ducts or conduit in existing Rights of Way; rather, it is intended to require those constructing public streets, including the City/Town/County and Developers, to provide and install such conduit and appurtenances as may be necessary to accommodate future broadband needs within the Rights of Way without further Excavation.

B. Requirements—Adoption of Standards. Whenever any new public street is constructed, whether by the City/Town/County as a public works project or by a Developer or other private party in conjunction with development, the following shall be required:

1. In all new local streets serving or abutting residential development, a minimum of two 2" conduit with pull box every 1000' feet or less (and at every 90 degree turn) shall be installed by the party constructing the street.

2. In all new collector or arterial streets serving or abutting residential development, and in all new streets serving or abutting nonresidential development, a minimum of four 2" conduit with pull box every 1000' feet or less (and at every 90 degree turn) shall be installed by the party constructing the street; provided however that at the discretion of the Director, the number and size of the conduit and spacing of pull box may be modified to address the reasonably known plans and/or demand for broadband capacity in these locations.

3. In addition to installing conduit, the party constructing the street will be required to install such vaults and other appurtenances as may be necessary to accommodate installation and connection of broadband Facilities within the conduit.

4. All construction and installation shall be accomplished according to construction standards adopted by the City/Town/County. The construction standards shall be adopted with due consideration given to existing and anticipated technologies and consistent with industry standards.

5. All Facilities installed by Developers or other private parties pursuant to this section shall be conveyed and dedicated to the City/Town/County with the dedication and conveyance of the public street and/or Rights of Way.

6. All installation costs shall be the responsibility of the party constructing the public street.

C. Use by Broadband Service Providers and Network Owners. Whenever conduit installed or to be installed under this section is available or will become available within a newly constructed public streets or Rights of Way upon dedication, all broadband service providers or network owners thereafter locating Facilities within such street or Rights of Way shall be required to locate their communications lines within such conduit unless it can be demonstrated to the reasonable satisfaction of the City/Town/County that such location is not technologically feasible or reasonably practicable. Conduit capacity shall be allocated to broadband service providers or network owners on a first-come, first-served basis; provided, that the City/Town/County may reserve capacity within such conduits for its own use; and provided further, that the Director may adopt additional rules for conduit allocation in order to ensure that all broadband service providers and network owners have reasonable access to the Rights of Way and that no barriers to entry or competition result from the allocation of conduit space.

D. Fees. The City/Town/County reserves the right to charge reasonable fees for the use of conduit installed pursuant to this section, to the extent consistent with and as limited by federal and state laws. Any such fees shall be established by resolution or ordinance.



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## Potential Development of a “Dig Once” Policy for Marathon County

### **Background**

The Wausau MPO Technical Committee has discussed development of a “Dig Once” policy at several meetings. To recap this discussion:

The first discussion was related to the general principals of a dig once policy to facilitate the installation of conduit and associated broadband infrastructure. Recognizing that broadband is a priority within the 2018-2022 Marathon County Strategic Plan and that dig once policies seek to lower the financial barriers to broadband expansion by coordinating the installation of conduit, fiber and other related infrastructure with planned road improvements.

The Committee reviewed and discussed a model ordinance drafted by the Northeast Colorado Association of Governments and contained in the 2016 Minnesota Governor’s Task Force on Broadband Annual Report. Members of the Committee expressed concern about the legality of such an Ordinance or policy in Wisconsin.

Brian Ohm, University of Wisconsin-Madison land use law expert provided an opinion that dig once policies are generally feasible in Wisconsin so long as all utility purveyors are subject to the same permit processing requirements.

The Committee requested additional information, perhaps an example from a Wisconsin community that has established a “dig once” policy.

The City of Eau Claire established the following policy in 1991:

Excavation in new streets limited. After completion of any permanent improvement or repaving of any street, alley or public place, no permit shall be issued to open, cut or excavate said pavement for a period of 5 years after the date of completion of the pavement improvement or repair unless, in the option of the director, an emergency exists which makes it essential that the permit be issued.

I contacted the City of Eau Claire Public Works Department to determine if the policy had been overly burdensome. The City responded that:

*In regards to your questions on our municipal code for the moratorium on a newly constructed street, I do feel that the policy has worked quite well overall.*

*It does help that when a street is planned for reconstruction, utility companies such as Xcel will go in ahead of time and perform any work or upgrades of service for residents as they wish, so therefore any need to cut back into the street after the project is finished is distractedly reduced.*

One of the best examples nationally of a dig once is in Dakota County, Minnesota. The County established a one stop shop for right of way permits (all permitting in incorporated and unincorporated areas is coordinated by the County). The County requires fiber to be laid with all trenching and has fiber readily available for installation. The award winning County permit website can be viewed at: <https://www.co.dakota.mn.us/Permits/HighwayPermits/RightOfWay/Pages/default.aspx>

### **Items for Consideration and Future Discussion**

- Does the MPO Technical Committee want to investigate development of a Dig Once Policy?
- What is the main goal of the policy?
- Who does the policy apply to?
- Does the policy require attendance at an annual meeting? Submittal of as built plans? Or disincentives for non-participation?



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## **Dig Once Policy Development**

### **Background**

In accordance with the Marathon County Strategic Plan, the Wausau Area MPO has been examining development of a Dig Once Policy. Dig Once Policies seek to reduce the cost of high-speed internet infrastructure and reduce costly disturbance to public right of ways.

### **Potential Example Dig Once Policies from Other Jurisdictions**

The Wausau MPO has examined a variety of policies from other jurisdictions, from the City of Eau Claire's simple dig once policy, which prohibits work in the right of way for a period of time after road improvements, to more complex policies requiring coordination between utility providers prior to working in the public right of way.

After hearing concerns about the feasibility of the County or MPO coordinating communication between multiple utility providers, I located the West Virginia Dig Once policy that requires organizations seeking permits to work in the right of way to actively solicit other utilities to co-locate as part of the permitting process. The State of West Virginia Dig Once Policy is available through this link:

<https://broadband.wv.gov/assets/files/pdfs/news/Dig-Once-Policy-Guide-October-2018.pdf>

### **New Road Construction**

In addition to establishment of a dig once policy for disturbance on existing roads, to further facilitate deployment of high-speed internet infrastructure local governments can require high-speed infrastructure improvements with construction of new roads. This is a relatively easy addition to a jurisdiction's municipal code. UW-Madison Extension could facilitate development of model language that could be included in a municipal code. The City of Poulsbo, WA code contains language that can easily be used as a template:

<https://www.codepublishing.com/WA/Poulsbo/html/Poulsbo12/Poulsbo1202.html>

### **Summary**

In summary, a dig once policy that mandates communication with other providers and requires broadband infrastructure placement with new road construction would improve the broadband environment, while not being overly burdensome.

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## Chapter 12.02 CONSTRUCTION AND DEVELOPMENT STANDARDS\*

Sections:

**12.02.010 Construction and development standards.**

**12.02.015 Conduit standards.**

**12.02.020 Compliance.**

**12.02.030 Stormwater design manual adoption.**

\* Prior ordinance history: Ords. 84-34, 88-01, 89-21, 90-11 and 90-17.

### **12.02.010 Construction and development standards.**

A. The city engineer shall administratively adopt design and construction standards that shall apply to all new construction or reconstruction. At a minimum, the city engineer shall adopt the latest edition of the following:

1. City of Poulsbo Standards and Specifications, published by the city of Poulsbo;
2. Recommended Guidelines for Subdivision Streets, published by the Institute of Traffic Engineers;
3. Criteria for Sewage Works Design, published by the Washington State Department of Ecology;
4. The Low Impact Development Guidance Manual, a Practical Guide to LID Implementation in Kitsap County, published by the Kitsap Home Builders Foundation;
5. Design Manual, published by the Washington State Department of Transportation;
6. Standard Specifications for Road, Bridge, and Municipal Construction, published by the Washington State Department of Transportation;
7. Standard Specifications for Municipal Public Works Construction, published by the American Public Works Association;
8. AWWA Standards, published by the American Water Works Association.

B. The city engineer's adoption and amendment of a list of applicable design and construction standards shall be in writing and shall be filed in the office of the city engineer. All such design and construction standards shall be either professionally or nationally recognized or shall have been previously adopted by the city of Poulsbo. The city engineer shall amend the list of standards adopted as needed to reflect the issuance of updated standards and to ensure that the standards used by the city of Poulsbo are the most current and the best suited to serve the public interest.

C. In the case of any conflict between the standards adopted by the city engineer pursuant to subsection A of this section, the more restrictive standard shall apply as determined by the city engineer.

D. All construction and reconstruction shall comply with the standards identified in subsection A of this section, unless variations or exemption to these requirements have been specifically approved by the city

council. Variations or exemptions shall be granted only if the council finds that the variation or exemption results in a development which substantially complies with the purposes of the city's adopted development standards and poses no significant risk to the public health, safety and welfare.

E. The standards that are identified in this section are not to be construed as limiting the authority of the city of Poulsbo and its officials granted by any other ordinance, statutory provision or other law. The city of Poulsbo and its officials retain the authority to apply any design or construction standards not adopted by the city engineer if otherwise authorized to do so. (Ord. 2010-04 § 1, 2010; Ord. 96-08 § 1, 1996)

#### **12.02.015 Conduit standards.**

A. Legislative Findings. The Poulsbo city council finds that:

1. Demand for access to high-speed telecommunications services is growing. In order to fill such demand, telecommunications service providers install telecommunication lines in public rights-of-way.
2. In other jurisdictions, the demand for access and the number of telecommunications service providers has sometimes resulted in multiple, serial excavations within the public rights-of-way. Each such excavation can and does result in traffic disruption, a weakening of pavement integrity, and a shortening of the useful life of paved surfaces.
3. The city of Poulsbo has not experienced a high demand for use of the public rights-of-way by telecommunications service providers, but in order to responsibly manage its public rights-of-way the city should anticipate such demand in the future and plan accordingly.
4. Requiring that conduit be installed in newly constructed public streets and rights-of-way in order to accommodate the anticipated future demand for access to telecommunications services will assist the city in responsibly managing its public rights-of-way by:
  - a. Reducing or eliminating the need for excavation within public streets and rights-of-way when telecommunications service providers seek to locate underground telecommunications facilities within such streets and rights-of-way in the future;
  - b. Reduce or eliminate the traffic disruption that occurs whenever excavation occurs within streets and public rights-of-way;
  - c. Reduce or eliminate the loss of pavement integrity and diminishment of the useful life of pavement that occurs whenever paved streets and rights-of-way are cut and excavated within; and
  - d. Meet the needs and desires of the public for access to high-speed telecommunications services and the needs and desires of telecommunications service providers to locate within the public streets and rights-of-way.
5. In residential areas, anticipated demand for the reasonable future can likely be met by the capacity provided by two telecommunication lines. In non-residential areas, anticipated demand is higher, but can likely be met for the reasonable future by the capacity provided by four telecommunication lines. Requiring the installation of conduit and other facilities necessary to support these lines will allow anticipated needs to be met while allowing the city to responsibly manage its rights-of-way.

B. Intent. The intent of this section is to provide for the construction of infrastructure sufficient to allow telecommunications service providers desiring to deploy communication lines in the future to do so by pulling the same through the conduit and appurtenances installed pursuant to this section and without excavating within the right-of-way. This section is not intended to require telecommunications service providers to install additional ducts or conduit pursuant the provisions of RCW 35.99.070, but is intended to require those

constructing public streets, including the city and private developers, to provide and install such conduit and appurtenances as may be necessary to accommodate future telecommunications needs within public streets and rights-of-way without further excavation or disturbance.

C. Requirements—Adoption of Standards. Whenever any new public street is constructed, whether by the city as a public works project or by a private party in conjunction with development, the following shall be required:

1. In all new local access public streets serving or abutting residential development, a conduit of a sufficient diameter and containing interducts of sufficient number and diameter to accommodate a minimum of two telecommunication lines shall be installed by the party constructing the street.
2. In all new collector or arterial public streets serving or abutting residential development, and in all new public streets serving or abutting nonresidential development, a conduit of a sufficient diameter and containing interducts of sufficient number and diameter to accommodate a minimum of four telecommunication lines shall be installed by the party constructing the street.
3. In addition to installing conduit, the party constructing the street will be required to install such vaults and other appurtenances as may be necessary to accommodate installation and connection of telecommunication lines within the conduit.
4. All construction and installation shall be accomplished according to construction standards adopted by the city engineer. The construction standards shall be adopted with due consideration given to existing and anticipated technologies and industry standards. The construction standards shall specify the minimum diameter of the conduit and interducts and the minimum number of interducts to meet the requirements of this section.
5. All conduit and appurtenances installed by private parties pursuant to this section shall be conveyed and dedicated to the city with the dedication and conveyance of the public street and/or right-of-way.
6. Any and all installation costs shall be the responsibility of the party constructing the public street.

D. Use by Telecommunications Service Providers. Whenever conduit installed or to be installed under this section is available or will become available within a newly constructed public streets or right-of-way upon dedication, all telecommunications service providers thereafter locating telecommunication lines within such street or right-of-way shall be required to locate their communication lines within such conduit unless it can be demonstrated to the reasonable satisfaction of the city engineer that such location is not technologically feasible or reasonably practicable. Conduit capacity shall be allocated to telecommunications service providers on a first-come, first-served basis; provided, that the city may reserve capacity within such conduits for its own use; and provided further, that the city engineer may adopt additional rules for conduit allocation in order to ensure that all telecommunications service providers have reasonable access to the city's rights-of-way and that no barriers to entry or competition result from the allocation of conduit space.

E. Fees. The city reserves the right to charge reasonable fees for the use of conduit installed pursuant to this section, to the extent consistent with and as limited by federal and state laws and regulations. Any such fees shall be established by resolution or ordinance. (Ord. 2003-25 § 1, 2003)

#### **12.02.020 Compliance.**

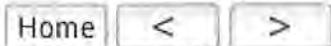
All new construction or reconstruction shall comply with these standards, unless a variation or exemption to these requirements is specifically recommended in writing by the responsible city official and approved by the city council. Construction of or other adequate provision for such infrastructures, such as agreement to participate in an LID, is a prerequisite to the development, construction or reconstruction of any property,

whether by building permit, subdivision or other form of development approval. (Ord. 93-32 § 1, 1993; Ord. 91-01 § 2 (part), 1991)

#### **12.02.030 Stormwater design manual adoption.**

The city of Poulsbo hereby adopts the following stormwater design and guidance manuals for all new development, redevelopment and construction projects within the city of Poulsbo subject to the minimum requirements, technical thresholds and definitions contained within the manuals as adopted in this section:

- A. The Stormwater Management Manual for Western Washington (SWMMWW) published by Department of Ecology, and as amended in 2014.
  - B. Low Impact Development: Technical Guidance Manual for Puget Sound, December 2012.
  - C. The Washington State Department of Transportation Highway Runoff Manual, as determined by the Washington State Department of Ecology to be equivalent to the 2014 Department of Ecology Stormwater Management Manual for Western Washington, may be used when required by state or federal funding requirements. (Ord. 2016-20 § 2 (Att. A (part)), 2016; Ord. 2010-02 § 1 (part), 2010)
- 



The Poulsbo Municipal Code is current through Ordinance 2020-02, passed January 22, 2020.

Disclaimer: The City Clerk's Office has the official version of the Poulsbo Municipal Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.

City Website: <http://www.cityofpoulsbo.com/>

City Telephone: (360) 779-3901

[Code Publishing Company](#)

# WEST VIRGINIA DIVISION OF HIGHWAYS GUIDANCE ON IMPLEMENTING THE DIG ONCE POLICY

OCTOBER 4, 2018

The West Virginia Legislature has found that it is in the public interest to accommodate telecommunications facilities on West Virginia Division of Highways (Division) right-of-way when the use of the right-of-way does not adversely affect the safety of the traveling public; impair the highway or its aesthetic quality; or conflict with any federal, state, or local laws, rules, regulations, or policies. Also, the Legislature has found that a broadband connection is an essential part of developing the state and local economies, enhancing the transportation system and creating a safer and more secure environment for the citizens of West Virginia. As such, instituting a “dig once” policy encourages telecommunications carriers (carrier) to coordinate the installation of broadband conduits to minimize costs to the carriers and to minimize disruption and inconvenience to the traveling public.

Guidelines have been developed by the Division and the West Virginia Broadband Enhancement Council (Council) to assist in the submission, processing and enforcement of a carrier’s desire to install, extend, expand, or upgrade its existing longitudinal underground fiber optic network or wireless telecommunications facility within the Division’s rights-of-way (R/W). As depicted in the legislation, the following definitions are to be enforced throughout these guidelines, unless otherwise noted:

- (1) “Broadband conduit” or “conduit” means a conduit, innerduct or microduct for fiber optic cables that support facilities for broadband service.
- (2) “Broadband service” has the same meaning as defined in W. Va. Code §-31G-1-2.
- (3) “Council” means the Broadband Enhancement Council.
- (4) “Division” means the Division of Highways.
- (5) “Longitudinal access” means access to or the use of any part of a right-of-way that extends generally parallel to the traveled right-of-way.
- (6) “Permit” means an encroachment permit issued by the Commissioner of the Division of Highways under the authority of this Code, and pursuant to the “*Accommodation of Utilities On Highway Right Of Way and Adjustment and Relocation Of Utility Facilities On Highway Projects Policy*”, or equivalent policy, as currently enforced by the Division that specifies the requirements and conditions for performing work in a right-of-way.
- (7) “Right-of-way” means land, property, or any interest therein acquired or controlled by the Division for transportation facilities or other transportation purposes or specifically acquired for utility accommodation.

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- (8) “Telecommunications carrier” means a telecommunications carrier:
- (A) As determined by the Public Service Commission of West Virginia; or
  - (B) That meets the definition of telecommunications carrier with respect to the Federal Communications Commission, as contained in 47 U.S.C. §-153.
- (9) “Telecommunications facility” means any cable, line, fiber, wire, conduit, innerduct, access manhole, handhole, tower, hut, pedestal, pole, box, transmitting equipment, receiving equipment, power equipment or other equipment, system or device that is used to transmit, receive, produce or distribute a signal for telecommunications purposes via wireline, electronic or optical means.
- (10) “Utility facility” or “Utility” has the meaning ascribed to it in W. Va. Code §-17-2A-17a.
- (11) “Wireless access” means access to and use of a right-of-way for the purpose of constructing, installing, maintaining, using, or operating telecommunications facilities for wireless telecommunications

These guidelines are applicable to all underground technologies (trench and trenchless, such as, but not limited to, directional drilling and microtrenching) for longitudinal installations, extensions, expansions or upgrades (including crossings) within the Division’s R/W. For this guideline, the mention of “trench” is to include all trenchless technologies. Aerial installations may be included as part of an application for underground installations; however, aerial installations are not subject to the Dig Once provisions.

1. A carrier shall submit, to the Division’s respective District, a Permit Application for the longitudinal Installation, Extension, Expansion or Upgrade of underground fiber optic network, or wireless access within the Division’s R/W. A list of the Division’s Districts and their respective contact information can be found on the Division’s website at <https://transportation.wv.gov/highways/districts/Pages/default.aspx> . At a minimum, the following information shall be required:
  - A. A complete Application (MM-109) with Contact Information (Name, Mailing Address, Phone Number, Email Address) for the carrier’s representative authorized to process agreements on behalf of the carrier.
  - B. Plan View (.pdf, .kmz, or .dgn format), Profile View, Cross Sections (if applicable) which indicate the proposed underground fiber optic installation, extension, expansion or upgrade.

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- C. Details, such as but not limited to, Description of Work including the type and length of work within the Division's R/W, a Location Map, Temporary Traffic Control Plan, Trench Repair Details (as applicable), Conduit size and type, Number of Innerducts.
  - D. Coordinates of the begin and end points, for each segment, for the installation of the underground fiber optic network.
  - E. Inspection Fees and Bond, as applicable.
  - F. Completed Submission Checklist. A copy of the checklist is attached (See Appendix A).
2. Upon submission of the Permit Application to the Division, the carrier will notify the Council of the Application, by email at the following address [WVBroadbandCouncil@wv.gov](mailto:WVBroadbandCouncil@wv.gov). The carrier shall include a complete copy of the Permit Application in its notification email to the Council, including the MM-109 Application and all of the information listed in Section 1 above. Upon receipt of the notification, the Council will provide the applicant carrier with a list of other carriers to notify of the proposed project. See Appendix B for an example notification to the Council and other carriers. The other carriers will have 30 calendar days, beginning on the date of the email notification to the other carriers, to notify the applicant carrier if they wish to share the applicant carrier's trench. This requirement extends to all underground construction technologies. The carrier shall also meet the following conditions for a permit:
- A. The applicant carrier will be required to place, at its sole expense, a Class II legal advertisement, in accordance with W. Va. Code §-17-2E-5 and W. Va. Code §-59-3-2(a), in a form and content approved by the Division, in the local project area newspaper, in the Charleston newspaper, on industry and the Division's websites (the Division's web address is <https://transportation.wv.gov/highways/engineering/DigOnce/Pages/Forms.aspx>), and in other pertinent media, announcing the general scope of the proposed installation within the R/W and providing other carriers the opportunity to timely express an interest in installing additional telecommunication facilities during the initial installation. The legal advertisement is to run at least two (2) consecutive weeks, and the applicant carrier is to notify the Division of any interest of other parties received. An example of the legal advertisement with approved format and content is attached (See Appendix C).
  - B. If one or more carriers express interest in participating in the project, an agreement between the carriers will be executed by those entities, outlining the responsibilities and financial obligations of each, with respect to the installation within the R/W. A

# WEST VIRGINIA DIVISION OF HIGHWAYS GUIDANCE ON IMPLEMENTING THE DIG ONCE POLICY

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- copy of the executed agreement shall be provided to the Division prior to the issuance of a permit to begin the installation.
- i. The Applicant Carrier is responsible for resolving, in good faith, all disputes between any carriers that responded timely to the advertisement and that wish to install facilities within the same portion of the rights-of-way. Any dispute that is not resolved by the carriers shall be adjudicated by the Public Service Commission of West Virginia.
  - ii. If two or more carriers are required or authorized to share a single trench, each carrier in the trench must share the cost and benefits of the trench in a fair, reasonable, competitively neutral, and nondiscriminatory manner. This requirement extends to all underground construction technologies.
3. At the conclusion of the 30-day public notification period and after the negotiations with other carriers, if applicable, the applicant carrier will submit to the respective District copies and proof of all notifications, including those to the Council and the other carriers, a copy of any executed agreement with other carrier(s), and a copy of a notarized Dig Once affidavit (See Appendix D for sample affidavit) along with an updated Submission Checklist. The applicant carrier will also submit a copy of the Dig Once affidavit to the Council.
  4. The responsible District or Districts shall review the application for completeness and accuracy.
  5. Before the issuance of a permit for the construction or installation of a telecommunications facility within the Division's R/W, a carrier must enter into an agreement with the Division consistent with the requirements of the law and this guidance. An example of the agreement is attached (See Appendix E).
    - A. The Division shall:
      - i. Enter into an agreement with the applicant carrier that is competitively neutral and nondiscriminatory as to other carriers. The agreement shall be approved by the Commissioner of Highways in order to be effective. When applicable, the applicant carrier shall compensate the Division for access to a R/W for the construction, installation, and maintenance of telecommunication facilities, and the use of spare conduit or related facilities of the Division as part of any longitudinal access or wireless access granted to a R/W pursuant to the law. The compensation must be, without limitation:
        1. At fair market value (as determined at the time of the application);

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2. Competitively neutral;
  3. Nondiscriminatory;
  4. Open to public inspection;
  5. Calculated based on the geographic region of this state, taking into account the population and the impact on other R/W users in the region; and once calculated, set at an amount that encourages the deployment of digital infrastructure within this State;
  6. Paid in monetary compensation or with in-kind compensation, or a combination of monetary compensation and in-kind compensation; and
  7. Paid in a lump-sum payment or in annual installments, as agreed to by the carrier and the Division. Payments in annual installments will be subject to fair market value recalculations every 5 years.
- ii. The agreement shall:
    - a. Specify the terms and conditions for renegotiation of the agreement;
    - b. Set forth the maintenance requirements for each telecommunications facility;
    - c. Be nonexclusive; and
    - d. Be for a term of not more than 30 years.
- B. The Division may consider adjustments for areas, the Division, in conjunction with the Council, determines are underserved or unserved areas of the state. The value to such areas for economic development, enhancing the transportation system, expanding opportunities for digital learning, and telemedicine may be considered in determining value.
- C. For the purpose of determining the amount of compensation a carrier must pay the Division for the use of spare conduit or excess conduit or related facilities of the Division as part of any longitudinal access or wireless access granted to a R/W, the Division shall:
- i. Conduct an analysis once every five years, in accordance with the rules, policies, and guidelines of the Division, to determine the fair market value of a R/W to which access has been granted pursuant to this section; and
  - ii. If compensation is paid in-kind, determine the fair market value of the in-kind compensation based on the incremental costs for the installation of conduit and related facilities.

# WEST VIRGINIA DIVISION OF HIGHWAYS GUIDANCE ON IMPLEMENTING THE DIG ONCE POLICY

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- F. The value of in-kind compensation, or a combination of money and in-kind compensation, must be equal to or greater than the amount of monetary compensation that the Division would charge if the compensation were paid solely with money.
  - G. If the Division plans to use the trench, it shall pay its proportional share unless it is utilizing the trench as in-kind payment for use of the right-of-way.
6. Unless specifically provided for in an agreement entered into pursuant to W. Va. Code §-17-2E-3(a), the Division may not grant a property interest in a R/W pursuant to the law or this guidance.
  7. The notarized signature of the District Engineer/Manager or his or her designee must be affixed to the agreement prior to sending the agreement to the applicant carrier.
  8. If acceptable, the applicant carrier will Sign and have the agreement Notarize and return to the District Utility Supervisor along with the first Agreement payment. The District Utility Supervisor will process the first payment per the Division's accounts receivable policies. A copy of the Agreement will be retained at the District; the original Agreement will be sent to the Division's Right-of-Way Division.
  9. The District shall issue a permit granting access under the law and this guidance; provided, that the Division complied with all applicable federal regulations with respect to approval of an agreement, including but not limited to 23 C.F.R. §-710.403 and 23 C.F.R. §-710.405.
    - A. The District will scan and add the Agreement and Permit to ProjectWise.
    - B. The District will send a copy of Agreement and Permit to the Division's Engineering Division/Utilities to the Council.
  10. The carrier will coordinate its work with the District.
    - A. The carrier will contact the District Utility Supervisor a minimum of 48 hours prior to construction.
    - B. The District will inspect the work performed by the carrier within the Division's R/W.
    - C. The District will release Bond per permit requirements.
  11. Relocations or modifications of existing telecommunication facilities in the Division's R/W are not subject to the provisions of the Dig Once law, nor shall the provisions apply to aerial telecommunications facilities or associated apparatus or equipment in a R/W. The relocation of telecommunications facilities within the Division's R/W shall be in accordance with the provisions of W.Va. Code §-17-4-17b.

# WEST VIRGINIA DIVISION OF HIGHWAYS GUIDANCE ON IMPLEMENTING THE DIG ONCE POLICY

OCTOBER 4, 2018

12. The Division, in its sole discretion, may deny any longitudinal access or wireless access if such access would compromise the safe, efficient, and convenient use of any road, route, highway, or interstate in this state for the traveling public.
  
13. Any longitudinal access or wireless access to a R/W granted by the Division does not abrogate, limit, supersede, or otherwise affect access granted or authorized pursuant to the Division's rules, policies, and guidelines related to "*Accommodation of Utilities On Highway Right Of Way and Adjustment and Relocation Of Utility Facilities On Highway Projects Policy*".

APPENDIX A

**Utility Dig Once Application Submission Checklist**

Project Name: \_\_\_\_\_

Project Location (Route, County): \_\_\_\_\_

Submission Date: \_\_\_\_\_

1. Permit Application for underground fiber installation within WVDOH R/W in adherence to the Dig Once policy submitted by Applicant Carrier.
  - a. Application (Submitted to WVDOH’s respective District and Broadband Enhancement Council)
    - MM109
    - Applicant Carrier’s Contact Information (Responsible Employee’s Name, Mailing Address, Phone Number, Email Address).
    - Plan View (.pdf, .kmz, or .dgn format), Profile View, Cross Sections (if applicable).
    - Description of Work (including, but not limited to, type and length of work within WVDOH R/W), Location Map, Temporary Traffic Control Plan, Trench Repair Details, Conduit Size and Type, Number of Innerducts, etc.
    - Coordinates of begin and end points for each segment.
    - Inspection Fees and Bond (if applicable).
  - b. Notifications by Applicant Carrier
    - Broadband Enhancement Council and other carriers on record (copies to Council by email)
    - Legal Advertisements (Must comply with W. Va. Code §-17-2E-5 and W. Va. Code §-59-3-2(a))
      - Local Project Area Newspaper
      - Charleston Newspaper
      - Industry Website
      - WVDOH Website
      - Other Pertinent Media
2. Post announcement submission to District by Applicant Carrier (except where noted)
  - Agreement with other carriers, if applicable
  - Copies/receipts of all Notifications
  - Notarized Dig Once Compliance Affidavit
3. Finalize Application
  - Process WVDOH Agreement
  - Issue Permit
  - Send Copy of Approved Permit to Council
  - Applicant Carrier to inform WVDOH a minimum of 48 hours prior to commencing work

**APPENDIX B**

**Notification to Broadband Enhancement Council and Other Carriers on Record**

**DATE:**

**TO: Other Carriers (Email List Provided by Broadband Enhancement Council)**

**FROM: Applicant Carrier Company Name and Address**

**RE: Notification of Permit Application Pursuant to WV Dig Once Policy, W. Va. Code §-17-2E-1 *et seq.***

In compliance with West Virginia Code §-17-2E-5(b), <Applicant Carrier> provides notification of the following project:

- 1. Location: Include county, city, route number or street location.**
- 2. DOH District Office: District Number, Address, Phone, Contact.**
- 3. Project Description: Include description and map of project area.**
- 4. Project Details: Include technology, coordinates, linear feet, map, type and size of conduit, method of installation, depth and other applicable information.**

As required by the Dig Once Policy § 17-2E-5(b), other carriers have 30 days from the date of email notification to notify <Applicant Carrier> if they wish to share the trench.

If you have any questions concerning this notification, please contact me at: <Applicant Carrier Representative's contact information, title, signature line, including name, address, telephone number, email address>.

cc: WVBroadbandCouncil@wv.gov.

**APPENDIX C**  
**Dig Once Legal Advertisement Template**

*(ad to be run in local newspaper(s) and others in accordance with W. Va. Code §-17-2E-5)*

<Applicant Company> will be constructing approximately <length> of longitudinal underground fiber optic network or wireless telecommunications facilities using West Virginia Department of Transportation (WVDOT) rights-of-way along <Road Name > at <Closest Town>, WV. This placement will specifically be along <Route Number>. <Applicant Company> will make fair and reasonable accommodations to share construction costs with other telecommunications providers if such providers elect to place underground facilities along these same rights-of-way during construction. Other providers also will be required to obtain from the WVDOT approval of appropriate plans and obtain permit for occupancy of WVDOT rights-of-way regarding the installation. Construction is anticipated to begin in <Construction Start Date> and be completed in <Construction End Date>. Interested parties should contact <Applicant's Responsible Employee> with <Applicant Company> at <Phone Number> or <Email Address> no later than <Date> (must give 30 days per W. Va. Code §-17-2E-5). Providers timely responding to this notice will coordinate with <Applicant Company/Responsible Employee>, and with WVDOT as appropriate, to address trench sharing and costs and issues pertaining to the installation.

**[INCLUDE WITH AD A LOCATION MAP CLEARLY IDENTIFYING  
ROUTE(S)/INSTALLATION AREA]**

APPENDIX D

**DIG ONCE COMPLIANCE AFFIDAVIT**

STATE OF WEST VIRGINIA,

COUNTY OF \_\_\_\_\_, to-wit:

[AFFIANT], upon being first duly sworn, deposes and says:

1. I am currently employed by [COMPANY] as the [TITLE]. As part of my duties in this position, I am responsible for reviewing and submitting the installation permit applications with the West Virginia Department of Transportation, Division of Highways (the “Division”) for placing underground fiber within the Division’s right-of-way.

2. As the [TITLE], I have express authority to represent [COMPANY].

3. [COMPANY] is a telecommunications carrier, as defined in W.Va. Code §-17-2E-2(8).

4. On or about [ \_DATE\_ ], [COMPANY] filed the installation permit application with the Division.

5. On or about [ \_DATE\_ ], [COMPANY] completed or has otherwise fully satisfied the applicable public notice and competitor agreement requirements found in W. Va. Code §-17-2E-5.

6. Following the notice discussed in paragraph 5 above, one of the following applies:  
[ ] [COMPANY] did not receive any notifications from competing telecommunications carrier(s) expressing interest in participating in the installation project.

[ ] [COMPANY] was notified by competing telecommunications carrier(s) of their express interest in participating in the installation project and [COMPANY] and the other telecommunications carriers have entered into a written agreement outlining the responsibilities and financial obligations of each, with respect to the installation within the Division’s right-of-way. A copy of the executed agreement has been provided to the Division.

And further this Affiant saith not.

\_\_\_\_\_  
[AFFIANT]

Taken, subscribed, and sworn to before me, the undersigned Notary Public, this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_.

My commission expires on \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

[SEAL]

APPENDIX E

Telecommunications Agreement

PM Number: \_\_\_\_\_

Permit Number: \_\_\_\_\_

THIS TELECOMMUNICATIONS AGREEMENT, made effective the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, between the WEST VIRGINIA DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS, (the "Division"), and \_\_\_\_\_, a \_\_\_\_\_ ("Carrier").

WHEREAS, Division is the owner of certain land, property, or other interests in real property used for transportation purposes (the "Right-of-Way");

WHEREAS, Carrier desires to install underground telecommunications facilities within a section of the Right-of-Way, as more fully described below, which will not interfere with the purpose and use for which Division acquired the same and Division is agreeable to permit Carrier to utilize a section of the Right-of-Way on the terms and conditions herein; and,

WHEREAS, Division has the authority to enter into a Telecommunications Agreement by the provisions of W. Va. Code §-17-2A-17a and W. Va. Code §-17-2E-3.

NOW, THEREFORE, WITNESSETH:

That for and in consideration of One Dollar (\$1.00) and subject to the terms and conditions herein contained, Division does hereby permit Carrier the right to use a portion of that certain tract or parcel of land for underground telecommunications facility installation as depicted on the plat attached hereto as Exhibit A and made a part hereof, hereinafter referred to as "Installation Route." Division expressly reserves the right to occupy the Installation Route jointly with the Carrier and the right to permit other telecommunications carriers to do so as well.

This agreement is subject to the following terms and conditions:

1. Purpose – The Installation Route shall be used solely for the installation and operation of telecommunication facilities, as defined by W. Va. Code §-17-2E-2(9).
2. Term – This Telecommunications Agreement is for a term of \_\_\_\_\_ (\_\_\_\_) years [may not be less than five (5) nor more than thirty (30) years] commencing on the date above. Nothing contained herein prevents the Division from immediately removing any installation which creates a hazard to public safety or impedes the use, construction, or maintenance of any roadway. It is expressly understood that this Telecommunications Agreement does not grant a property interest in the Right-of-Way to Carrier.
3. Fair Market Value – Beginning June 8, 2018, Division will evaluate and establish the fair market value of the use of the Right-of-Way every five (5) years, based upon then-existing market conditions; provided, however, that the Legislature may sooner establish fair market value by statute, and such legislative action establish fair market value for the purposes of this Agreement.

4. Use of the Installation Route - Carrier shall use the Installation Route in compliance with all applicable laws, rules and regulations. Carrier shall not do or permit any act to be done, or create any situation by failure or refusal to act, that:
  - a. does or may impair the value of the Installation Route in whole or in part;
  - b. creates an unreasonable risk of harm to third persons or premises on or off the Installation Route; or
  - c. constitutes a public or private nuisance or waste to the Installation Route.
  
5. No Warranty – The Division makes no warranties, either express or implied, as to any matter whatsoever, including, without limitation, the condition of the Installation Route or its fitness for any purpose, including the intended purposes of the Carrier hereunder.
  
6. Risk of Loss – The Carrier shall bear the entire risk of loss and damage to its facilities located within the Installation Route from any cause whatsoever. No loss or damage to the Installation Route or any part thereof shall impair or lessen any obligation of the Carrier under this Telecommunications Agreement which shall continue in full force and effect. In the event of loss or damage to the Installation Route as a result of action or inaction on the part of the Carrier, the Carrier shall restore the Installation Route to the same condition that existed before the loss or damage to the satisfaction of the Division.
  
7. Compensation – The Carrier shall pay to the Division the sum of One Dollar (\$1.00) for the first five (5) years of the term hereof, but thereafter, the annual compensation will be adjusted to the then Fair Market Value as described in Paragraph 3 herein. Such payments shall be remitted, in advance, to Finance Division, West Virginia Department of Transportation, Division of Highways, State Capitol Complex, Building 5, 1900 Kanawha Boulevard East, Charleston, West Virginia 25305-0430, upon receipt of invoice.
  
8. In-kind Compensation – Only Telecommunications Carriers, as defined in W.Va. Code §-17-2E-2, may provide in-kind compensation for a Telecommunications Agreement. The in-kind compensation to be made by a Carrier under this Telecommunications Agreement in a manner detailed below. [If no in-kind compensation is offered, please leave this section blank or mark “N/A.”]
   

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9. Arrearage – Any Telecommunications Agreement, with compensation payments more than thirty (30) days in arrears, shall be considered an obstruction by Division under W. Va. Code §-17-16-1, *et seq.*
  
10. Dig Once Compliance Affidavit – On or prior to the date of this agreement, Carrier must complete and submit a Dig Once Compliance Affidavit to Division.
  
11. Conditions and Restrictions – Carrier understands and agrees that the Installation Route is subject to the following covenants and restrictions:
  - a. No flammable, volatile or explosive substances, hazardous materials, lumber, wood products or other material, which does or may constitute a fire or other hazard or cause damage to third persons or property on or off the Installation

Route or cause contamination of property on or off the Installation Route may be used, manufactured, stored or held thereon. The foregoing notwithstanding, it is understood and agreed that certain utility providers, such as natural gas utilities, will transport materials or substances via their facilities located within the Installation Route which are flammable or explosive, but such use of the Installation Route is not intended to be prohibited by this provision.

- b. No signs, including advertising poster or devices, shall be permitted on the Installation Route.
- c. No hazardous or objectionable smoke, fumes, vapor or odors shall be discharged from the Installation Route.
- d. The Carrier accepts this agreement subject to any and all easements and encumbrances, including without limitation, existing utility lines, whether or not visible upon the ground.

12. Improvements – Carrier may improve the Installation Route by \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

13. Relocation – It is understood and agreed between the parties hereto that, upon termination of this agreement, Carrier is not eligible for relocation monies and is not a “displaced person” as defined in the Uniform Relocation Assistance and Real Property Acquisition Policies Act, 49 CFR 24.2(a)(9). Carrier’s installation, within the Installation Route, shall be relocated, adjusted or removed by the Carrier, at no cost to the Division, when required for highway improvements, unless the provisions of W. Va. Code §-17-4-17b or §-17-4-17d apply.

14. Indemnification – To the fullest extent permitted by law, Carrier at all times does, and shall, assume all risks of damage to its property, and the property of others, and injury or death to all persons (including, but not limited to, any employee or agent of Carrier or sub-lessee) resulting directly, or indirectly or otherwise by (a) the actions of omissions of Carrier, its contractors or sub-lessee, or their respective agent and employees, (b) by any condition of the property, (c) by any failure of Carrier, its contractors or sub-lessee, or their respective agents and employees, to comply with any applicable law, rule, regulation or order of any governmental authority, or to comply with any provision of this Telecommunications Agreement, or (d) by any other cause related to Carrier’s performance hereunder. Carrier at all times hereby fully assumes the risk of and shall defend, indemnify and hold harmless the Division, its officers, employees and agents (the Division and such persons collectively "Division’s Indemnified Persons"), and shall reimburse Division’s Indemnified Persons for, from and against each and every demand, claim, suit, loss (which shall include any diminution in value), liability, damage, cost and expense (including, without limitation, interest, fines, penalties, and investigation, and any and all reasonable fees, disbursements and expenses of attorneys, accountants and other professional advisors) (collectively, "Losses") imposed on, incurred by or asserted against the Division’s Indemnified Persons, (individually or jointly) directly or indirectly, relating to, resulting from, or arising out of Carrier’s work and services, or other activities performed hereunder. These covenants of indemnity shall survive cancellation, termination, or expiration of this Telecommunications Agreement, Carrier hereby acknowledges that the allocation of risk set forth in this provision of the Agreement is a part of the consideration to be provided to Division by Carrier for performance of this Agreement.

15. Insurance - Carrier shall be required to furnish evidence of having at least the minimum amounts of insurance required under Section 103.6 of the "West Virginia Division of Highways, Standard Specifications, Roads and Bridges, as Adopted 2017," and supplements thereto, and include the West Virginia Division of Highways as an additional insured on all policies of insurance required, except for worker's compensation. Any insurance required to be carried shall be primary, and not excess to any other insurance. Carrier shall require all sub-lessees to furnish evidence of having at least the minimum amounts of insurance required under Section 103.6 of the "West Virginia Division of Highways, Standard Specifications, Roads and Bridges, as Adopted 2017," and supplements thereto, and include West Virginia Division of Highways as an additional insured on all policies of insurance required, except for worker's compensation. Any insurance required to be carried shall be primary, and not excess to any other insurance.
16. Assignment – This agreement may not be transferred, assigned or sublet, in whole or in part.
17. Possession – The Carrier shall have a non-exclusive right to locate certain facilities within the Installation Route, subject to the rights of the Division reserved herein, and shall have sole responsibility for maintenance, operation and use of its facilities.
18. Nondiscrimination – The Carrier, as a part of the consideration hereof, does hereby covenant and agree that: (1) no person, on the grounds of race, religion, color, sex, national origin, or disability shall be excluded from participation in, be denied the benefits of or be otherwise subjected to discrimination in the use of the Installation Route or facilities thereof; (2) that in connection with the construction of any improvements on said lands and the furnishing of services thereon, no discrimination shall be practiced in the selection and retention of first-tier subcontractors, and by first-tier subcontractors in the selection and retention of second-tier subcontractors; (3) that such discrimination shall not be practiced against the public in accommodations constructed or operated within the area of said Telecommunications Agreement; and (4) that the Carrier shall use the Installation Route in compliance with all other requirements imposed by the Department of Transportation pursuant to Title 49, Code of Federal Regulations, Part 21, and as said regulations may be amended. That, in the event of breach of any of the above nondiscrimination covenants, if the Division has given the Carrier thirty (30) days written notice of an alleged breach and the Carrier has failed either to cure the breach or to take appropriate steps to prevent reoccurrence, the Division shall have the right to terminate this agreement and to reenter and repossess the Installation Route area and hold the same as if said agreement had never been made or issued.
19. Inspection and Maintenance – The Division reserves to itself the right to enter upon the Installation Route at any time and without notice for purposes of inspection and determination of compliance with the terms hereof, and for any necessary maintenance, repair, construction or reconstruction of its adjacent highway facilities. Division, in the conducting of such maintenance, repair, construction or reconstruction, shall have, to the extent reasonably necessary, the right to cause the interruption or suspension of the Carrier's operations on said Installation Route and may damage or alter the Carrier's improvements thereon, with no liability to the Division.
20. Termination – The Division reserves the right to terminate this agreement at any time and for any reason or for no reason without liability to the Carrier by giving the Carrier a written notice of termination thirty (30) days before the effective date of the termination.

21. Surrender of Installation Route – At the termination or expiration of this Telecommunications Agreement, Carrier shall surrender the Installation Route to Division in as good a condition as when received by Carrier. Carrier shall also remove all Carrier’s fixtures, facilities, and equipment and repair any damage to the Installation Route occasioned by Carrier’s use.
  
22. Entire Agreement – This Telecommunications Agreement, as governed by applicable statutes and regulations, constitutes the entire understanding and agreement of the parties with respect to its subject matter and supersedes all prior and contemporaneous agreements or understandings, inducements or conditions, express or implied, written or oral, between the parties.
  
23. Time – Time is of the essence in the performance of this Telecommunications Agreement.
  
24. Governing Law – This Agreement shall be governed by and construed in accordance with the laws of the State of West Virginia, without regard to its choice of law principles.
  
25. Amendment and Waivers – Any term or provision of this Telecommunications Agreement may be amended, and the observance of any term of this Telecommunications Agreement may be waived, only by a writing signed by the party to be bound. The waiver by a party of any breach or default in performance shall not be deemed to constitute a waiver of any other or succeeding breach or default. The failure of any party to enforce any of the provisions hereof shall not be construed to be a waiver of the right of such party thereafter to enforce such provisions.

DIVISION:

WEST VIRGINIA DEPARTMENT OF  
TRANSPORTATION, DIVISION OF  
HIGHWAYS

By: \_\_\_\_\_

DISTRICT \_\_\_\_\_ ENGINEER/MANAGER

CARRIER:

\_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

STATE OF WEST VIRGINIA,

COUNTY OF \_\_\_\_\_, TO-WIT:

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, District \_\_\_\_\_, Engineer/Manager.

My commission expires: \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

STATE OF WEST VIRGINIA;

COUNTY OF \_\_\_\_\_, TO-WIT:

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, on behalf of \_\_\_\_\_, a \_\_\_\_\_.

My commission expires: \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

First Payment received and Telecommunications Agreement Delivered on \_\_\_\_\_  
(this date is the effective date of the Telecommunications Agreement)

\_\_\_\_\_, Utility Supervisor  
District \_\_\_\_\_

This instrument was prepared by:  
West Virginia Department of Transportation,  
Division of Highways  
1900 Kanawha Blvd., E.  
Charleston, West Virginia 26305-0430

# REQUEST FOR CONSIDERATION

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<b>Public Mtg/Date:</b>	<b>Public Works Committee – 9/14/2020</b>
<b>Description:</b>	<b>Discussion and possible recommendation on median treatments at Ross Ave and CR-X</b>
<b>From:</b>	<b>Michael Wodalski, Director of Public Works Keith Donner, Administrator</b>
<b>Question:</b>	<b>Does the committee have a recommendation on changing the appearance of the medians at CR-X and Ross Avenue?</b>

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## Background

The median treatments at Ross and CR-X have been a topic of discussion for several years due to the unsightly appearance of the medians. These medians are roughly 75' long and 4' wide and except for the southern median, no vegetation has been able to survive in these small medians. Thus, the medians have become weed beds with mulch. The Village has received complaints from the public about the lack of maintenance/appearance of the beds. Due to the small width, it is very difficult to maintain vegetation within these medians.

In order to improve the look of this intersection, staff has looked at the option of replacing the mulch with either colored concrete or artificial grass. Below is a breakdown of the options. We have obtained quotes from contractors to perform 100% of the work and we also have material cost estimates for Village staff completing the work. In our estimate of the procedures, either way (concrete or turf) would take roughly the same amount of time, ~3 days, to remove the existing material, prep the base and then pour the concrete/install the turf.

The costs break down as follows:

<b>Treatment Type</b>	<b>Contractor Quote</b>	<b>Material Cost</b>
Artificial Grass	\$17,500.00 (Land Art)	~\$3,000 - \$3,500
Colored Concrete	\$14,675.00 (Norcon)	~\$3,000

Either option if we do it ourselves is roughly the same cost, the only item we'd need to look at is the lead time on the turf delivery. Thus, the decision would be what look do we want to go with.

In looking at the CIP, we currently have the Ross and CR-X intersection scheduled for a 2022 reconstruction. If we want to use these medians as a test area/practice project for updating medians, staff believes we're best doing the work ourselves as it wouldn't seem to be wise to pay the extra \$10,000+ for something that will be ripped up in a year or two. This would give staff a chance to practice installation of turf or concrete and perhaps would feed into the irrigation abandonment plan where we would start removing other grass areas throughout the Village.

# REQUEST FOR CONSIDERATION

The other thought is to re-mulch the beds in 2021 and then leave as is with the intention to reconstruct the intersection in 2022. Below are pictures of the 4 medians.



Picture 1: Median on Ross East of CR-X



Picture2: Median on CR-X South of Ross



Picture3: Median on Ross West of CR-X



Picture 4: Median on CR-X North of Ross

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**Attached Docs:** - N/A

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**Committee Action:** - None previously

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**Fiscal Impact:** - Dependent on recommendation, there is \$4,000+ yet in the Public Works Landscaping budget.

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**Recommendation:** Staff is seeking Committee Input on how to address the medians yet this year.

## Recommended Language for Official Action

**I Move to recommend** \_\_\_\_\_

**Or, Something else**

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Additional action:

VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN  
5500 SCHOFIELD AVENUE, WESTON, WI 54476  
REQUEST FOR CONSIDERATION

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<b>Public Mtg/Date:</b>	<b>Board of Trustees – 09/21/2020</b>
<b>Description:</b>	<b>Resolution 2020-011 to Approve Compliance Maintenance Annual Report (CMAR) for Weston Sewer Utility and Submit to the Wisconsin Department of Natural Resources</b>
<b>From:</b>	<b>Michael Wodalski, Director of Public Works Keith Donner, Administrator Josh Swenson, Utility Superintendent</b>
<b>Question:</b>	<b>Should the Board of Trustees Adopt Resolution 2020-011 to Approve the Compliance Maintenance Annual Report (CMAR) for Weston Sewer Utility and Submit to the Wisconsin Department of Natural Resources?</b>

### **Background**

The Compliance Maintenance Annual Report (CMAR) is an annual self-evaluation-reporting requirement for publicly and privately owned domestic wastewater treatment works. The purpose of the CMAR is to evaluate the wastewater treatment system for problems or deficiencies. Management, operation and maintenance activities are described. The Village is to identify proposed actions to prevent violations of WPDES permits and water quality degradation. The CMAR program also encourages actions that promote the awareness and responsibility for wastewater collection and treatment needs, maximize the useful life of wastewater treatment systems through improved operation & maintenance as well as initiate formal planning, design and construction for system upgrades.

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<b>Attached Docs:</b>	<b>Resolution 2020-011 to Approve 2019 CMAR</b>
<b>Committee Action:</b>	<b>Public Works Recommend the Board Adopt the Resolution and File the CMAR.</b>
<b>Fiscal Impact:</b>	<b>None</b>
<b>Recommendation:</b>	<b>Director Recommends Adoption of the Resolution and Filing the CMAR.</b>

### **Recommended Language for Official Action**

**I move to Adopt Resolution 2020-011 to Approve the Compliance Maintenance Annual Report (CMAR) for Weston Sewer Utility and Submit to the Wisconsin Department of Natural Resources.**

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Additional action:



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**

**RESOLUTION NO. 2020-011**

**A RESOLUTION TO  
APPROVE THE COMPLIANCE MAINTENANCE ANNUAL REPORT  
(CMAR) FOR WESTON SEWER UTILITY AND SUBMIT TO THE  
WISCONSIN DEPARTMENT OF NATURAL RESOURCES**

**WHEREAS**, it is requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file a Compliance Maintenance Annual Report (CMAR) for its wastewater collection system under Wisconsin Administrative Code NR 208; and

**WHEREAS**, it is necessary to acknowledge that the governing body has reviewed the Compliance Maintenance Annual Report (CMAR); and

**WHEREAS**, it is necessary to provide recommendations or an action response plan for all individual Compliance Maintenance Annual Report (CMAR) section grades (of "C" or less) and/or an overall grade point average (<3.00); and

**WHEREAS**, the no immediate critical problems or deficiencies of the wastewater collection system are identified in the Compliance Maintenance Annual Report (CMAR).

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of the Village of Weston that to maintain a high level of service, the following recommendations or actions will be taken:

1. Annually review utility rates and revenue requirements.
2. Continue the annual collection system maintenance program.
3. Update and implement the capital improvement program.
4. Annually evaluate and adjust goals set forth in Capacity, Management, Operation, and Maintenance (CMOM) Program.

**PASSED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF WESTON**, at a regular meeting thereof, this 21<sup>st</sup> day of the month of September, 2020.

VILLAGE OF WESTON, a Municipal Corporation of the State of Wisconsin.

By: \_\_\_\_\_  
MARK MALONEY, President

ATTEST

By: \_\_\_\_\_  
MICHAEL WODALSKI, Director of Public Works

FILED:

By: \_\_\_\_\_  
SHERRY WEINKAUF, Clerk

# Compliance Maintenance Annual Report

Weston Sewage Collection System

Last Updated: Reporting For:  
8/27/2020 **2019**

## Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 150px;" type="text" value="Joshua Swenson"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="715-241-2637"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 300px;" type="text" value="jswenson@westonwi.gov"/></p>																	
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&amp;M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p>● Yes (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2019"/></p> <p>● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CFWP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p>● Yes (0 points)</p> <p>○ No (40 points)</p>	0																
<p>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</p>																	
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2019"/></p> <p>● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>																	
<p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"><b>3.2.1 Ending Balance Reported on Last Year's CMAR</b></td> <td style="width: 5%;"></td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;"><input style="width: 100%;" type="text" value="383,251.89"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="22,083.79"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="405,335.68"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="0.00"/></td> </tr> </table>	<b>3.2.1 Ending Balance Reported on Last Year's CMAR</b>		\$	<input style="width: 100%;" type="text" value="383,251.89"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	\$	<input style="width: 100%;" type="text" value="22,083.79"/>	3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 100%;" type="text" value="405,335.68"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 100%;" type="text" value="0.00"/>	
<b>3.2.1 Ending Balance Reported on Last Year's CMAR</b>		\$	<input style="width: 100%;" type="text" value="383,251.89"/>														
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	\$	<input style="width: 100%;" type="text" value="22,083.79"/>														
3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 100%;" type="text" value="405,335.68"/>														
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 100%;" type="text" value="0.00"/>														

# Compliance Maintenance Annual Report

Weston Sewage Collection System

Last Updated: Reporting For:  
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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below\*) -

\$ 0.00

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

\$ 405,335.68

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

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

3.3 What amount should be in your Replacement Fund?

\$ 405,335.68

0

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

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

- Yes
- No

If No, please explain.

## 4. Future Planning

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

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Retained engineering firm for a system planning study - evaluating interceptor capacity, infiltration/inflow, capital improvements needs.	80,000	2018
2	Began to systematically assess condition of a percentage of mains and manholes each year. Interceptor sewers were completed in 2017. Will resume for other parts of system based on engineering study.	100,000	2017
3	Replacement of Harlyn lift station.	300,000	2020
4	Replacement of Tricia/Tanya lift station.	300,000	2021
5	Ryan St. River Crossing. Expansion of existing sewer system	510,000	2021
6	Cedar Creek Interceptor access road. Needed to access section of pipe that has not been inspected in decades.	325,000	2021
7	Weston School Addition Reconstruction. Improvements to streets and watermain as well as sanitary sewer lines and manholes.	235,000	2020
8	Crestwood Acres Reconstruction will address needed water and drainage upgrades as well as upgrading all sanitary pipe and manholes.	450,000	2021

## 5. Financial Management General Comments

None

## ENERGY EFFICIENCY AND USE

## 6. Collection System

### 6.1 Energy Usage

# Compliance Maintenance Annual Report

Weston Sewage Collection System

Last Updated: Reporting For:  
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6.1.1 Enter the monthly energy usage from the different energy sources:

## COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
<b>January</b>	31,019	38
<b>February</b>	29,783	36
<b>March</b>	28,845	37
<b>April</b>	25,369	33
<b>May</b>	22,428	16
<b>June</b>	17,203	14
<b>July</b>	8,111	16
<b>August</b>	16,919	43
<b>September</b>	17,082	26
<b>October</b>	19,112	40
<b>November</b>	23,236	40
<b>December</b>	27,571	36
<b>Total</b>	<b>266,678</b>	<b>375</b>
<b>Average</b>	<b>22,223</b>	<b>31</b>

6.1.2 Comments:

## 6.2 Energy Related Processes and Equipment

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

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

6.2.2 Comments:

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

- No
- Yes

Year:

By Whom:

# Compliance Maintenance Annual Report

Weston Sewage Collection System

Last Updated: Reporting For:  
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Describe and Comment:

## 6.4 Future Energy Related Equipment

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

Plan to incorporate SCADA for collection system into system for water utility dependent on recommendations in engineering study.

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Weston Sewage Collection System

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8/27/2020 2019

## Sanitary Sewer Collection Systems

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

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

- Yes
- No

If No, explain:

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

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

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

- Goals [NR 210.23 (4)(a)]

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

1. Develop a regular maintenance program that includes sewer televising and manhole inspections.
2. Jet-clean and televise approximately one-sixth of the sewer system each year.
3. Improve communications with customers about the sewer use ordinance and keep the public informed about current topics and issues such as illicit discharges and water use reduction practices.
4. Develop an Overflow Emergency Response Plan that lays out steps to take in the event that there is a sewer backup and overflow, or any other sewer system emergency.
5. Develop a standard employee training system so that each employee working on the system has been trained in a similar fashion, allowing employees to work more efficiently with one another.
6. Address the interdependency of the Village of Weston, Village of Rothschild, and City of Schofield sewer systems with formal agreements.
7. Develop a Capital Improvement Plan to address deficiencies in the sewer collection system.
8. Get the operations staff State-certified in the Collection Systems operator sub-class.
9. Develop a sewer collection system Operation and Maintenance manual.

Did you accomplish them?

- Yes
- No

If No, explain:

# Compliance Maintenance Annual Report

Weston Sewage Collection System

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Not all goals were met however the Village will continue to work on completing and implementing goals set forth in CMOM. Below is a summary of our CMOM goals that need to be addressed.

3. Improve communications with customers about the sewer use ordinance and keep the public informed about current topics and issues such as illicit discharges and water use reduction practices.
  - Currently utilizing social media to pass along information regarding illicit discharges. Is even more important with more people working from home.
4. Develop an Overflow Emergency Response Plan that lays out steps to take in the event that there is a sewer backup and overflow, or any other sewer system emergency.
  - Overflow Emergency Response Plan is addressed in Chapter 8 of the CMOM. There are a series of rules operations staff follows but needs to be put into a formal document.
5. Develop a standard employee training system so that each employee working on the system has been trained in a similar fashion, allowing employees to work more efficiently with one another.
  - No formal training system has been put in place. It is an intention to have something created during the fall/winter of 2020.
6. Address the interdependency of the Village of Weston, Village of Rothschild, and City of Schofield sewer systems with formal agreements.
  - Update to formal agreements need to be worked on.
8. Get the operations staff State-certified in the Collection Systems operator sub-class.
  - Need to work toward getting state certified.
9. Develop a sewer collection system Operation and Maintenance manual.
  - The O&M manual has been started and will continue to be worked on.

Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

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

Legal Authority [NR 210.23 (4) (c)]

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

Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2017-06-21

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

- Private property inflow and infiltration
- New sewer and building sewer design, construction, installation, testing and inspection
- Rehabilitated sewer and lift station installation, testing and inspection
- Sewage flows satellite system and large private users are monitored and controlled, as necessary
- Fat, oil and grease control
- Enforcement procedures for sewer use non-compliance

# Compliance Maintenance Annual Report

Weston Sewage Collection System

Last Updated: Reporting For:  
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Operation and Maintenance [NR 210.23 (4) (d)]  
 Does your operation and maintenance program and equipment include the following:  
 Equipment and replacement part inventories  
 Up-to-date sewer system map  
 A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation  
 A description of routine operation and maintenance activities (see question 2 below)  
 Capacity assessment program  
 Basement back assessment and correction  
 Regular O&M training

Design and Performance Provisions [NR 210.23 (4) (e)]    
 What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?  
 State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements  
 Construction, Inspection, and Testing  
 Others:

Overflow Emergency Response Plan [NR 210.23 (4) (f)]    
 Does your emergency response capability include:  
 Responsible personnel communication procedures  
 Response order, timing and clean-up  
 Public notification protocols  
 Training  
 Emergency operation protocols and implementation procedures

Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]    
 Special Studies Last Year (check only those that apply):  
 Infiltration/Inflow (I/I) Analysis  
 Sewer System Evaluation Survey (SSES)  
 Sewer Evaluation and Capacity Management Plan (SECAP)  
 Lift Station Evaluation Report  
 Others:

0

## 2. Operation and Maintenance

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

Cleaning	<input type="text" value="35"/>	% of system/year
Root removal	<input type="text" value="0"/>	% of system/year
Flow monitoring	<input type="text" value="0"/>	% of system/year
Smoke testing	<input type="text" value="0"/>	% of system/year
Sewer line televising	<input type="text" value="7"/>	% of system/year
Manhole inspections	<input type="text" value="35"/>	% of system/year
Lift station O&M	<input type="text" value="2"/>	# per L.S./year
Manhole rehabilitation	<input type="text" value="1"/>	% of manholes rehabbed
Mainline rehabilitation		

# Compliance Maintenance Annual Report

Weston Sewage Collection System

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Private sewer inspections	<input type="text" value="0"/>	% of sewer lines rehabbed
Private sewer I/I removal	<input type="text" value="0"/>	% of system/year
River or water crossings	<input type="text" value="0"/>	% of private services
	<input type="text" value="0"/>	% of pipe crossings evaluated or maintained
Please include additional comments about your sanitary sewer collection system below:		
<input type="text" value="None"/>		

### 3. Performance Indicators

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

<input type="text" value="48"/>	Total actual amount of precipitation last year in inches
<input type="text" value="32"/>	Annual average precipitation (for your location)
<input type="text" value="105"/>	Miles of sanitary sewer
<input type="text" value="13"/>	Number of lift stations
<input type="text" value="9"/>	Number of lift station failures
<input type="text" value="2"/>	Number of sewer pipe failures
<input type="text" value="0"/>	Number of basement backup occurrences
<input type="text" value="5"/>	Number of complaints
<input type="text" value="1.169"/>	Average daily flow in MGD (if available)
<input type="text" value="45.16"/>	Peak monthly flow in MGD (if available)
<input type="text"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.69"/>	Lift station failures (failures/year)
<input type="text" value="0.02"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.05"/>	Complaints (number/sewer mile)
<input type="text" value="38.6"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.0"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

### 4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **				
Date	Location	Cause	Estimated Volume (MG)	
None reported				

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

### 5. Infiltration / Inflow (I/I)

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

- Yes
- No

If Yes, please describe:

# Compliance Maintenance Annual Report

Weston Sewage Collection System

Last Updated: Reporting For:  
8/27/2020 **2019**

<div data-bbox="133 205 1461 260" style="border: 1px solid black; height: 26px;"></div> <p>5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If Yes, please describe:</p> <div data-bbox="133 438 1461 493" style="border: 1px solid black; height: 26px;"></div> <p>5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:</p> <div data-bbox="121 535 1461 590" style="border: 1px solid black; padding: 2px;">None Known</div> <p>5.4 What is being done to address infiltration/inflow in your collection system?</p> <div data-bbox="121 632 1461 686" style="border: 1px solid black; padding: 2px;">Lining of Manholes and Pipe.</div>
---

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Weston Sewage Collection System

Last Updated: Reporting For:  
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## Grading Summary

WPDES No: 0047341

<b>SECTIONS</b>	<b>LETTER GRADE</b>	<b>GRADE POINTS</b>	<b>WEIGHTING FACTORS</b>	<b>SECTION POINTS</b>
Financial	A	4	1	4
Collection	A	4	3	12
<b>TOTALS</b>			<b>4</b>	<b>16</b>
<b>GRADE POINT AVERAGE (GPA) = 4.00</b>				

Notes:

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

# Compliance Maintenance Annual Report

Weston Sewage Collection System

Last Updated: Reporting For:  
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## Resolution or Owner's Statement

Name of Governing  
Body or Owner:

Village of Weston

Date of Resolution or  
Action Taken:

2020-08-25

Resolution Number:

2020-011

Date of Submittal:

### **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):**

Financial Management: Grade = A

Collection Systems: Grade = A

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

### **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. = 4.00**

## Village of Weston Street Department 9-14-2020 Update

In the month of August/September to date work included:

- Finished Alta Verde drainage/restoration work and raise the manholes and water valves from Jelinek Ave to Highland Ave in anticipation of the asphalt overlay.
- Received 2,150 tons of Early Fill road salt for the 2020-2021 winter season. We have 250 tons of Seasonal Fill salt which will be received during the winter season and an additional 480 tons of Vendor Reserve salt available for the season if needed.
- Performed storm sewer inlet and manhole repairs, culvert replacements and ditch cleaning/restoration work in various areas throughout the village.
- Using the new asphalt patch trailer and Infrared Heater staff repaired asphalt pavement around high manholes and water valves throughout the Village. The metal structures that protrude above the pavement are a hazard to the snow plowing equipment.
- Maintained (pushed up) the Ryan St Hard Material stockpiles of salvage asphalt, concrete and sand hauled in by contractors performing the street/road construction projects within the Village (Schofield Ave Concrete Replacement project, Weston School street reconstruction project, etc),
- Painted white stripes on the pavement to identify the location of storm sewer inlets and cross culverts throughout the village.
- Mixed mulch piles, hauled grass and brush weekly to stock pile locations at the Ryan St Recycling Center.
- Watered/Graded gravel roads and grading gravel shoulders.
- Rural and Urban Grass Mowing, Street Sweeping, Pothole Patching were completed as needed

## Remaining 2020 Street Projects Update

### Contract Projects:

- Schofield Ave GSB-88 Surface Maintenance Contract – Special Pavement Markings remain to be repainted by Village staff,
- Schofield Ave Concrete Repairs – C.P.R. Inc completed initial phase. A second phase is scheduled to take place from CR-X east to Mesker St in late September.

- Alta Verde and Sternberg Ave American Asphalt thin overlays

### Street Dept ongoing Routine Maintenance Work

Rural Tractor Boom Mower and Urban (Lizzard) mowing, Street Sweeping, Ryan St Recycling Center maintenance. Maintain (push up) salvage asphalt and concrete stock piles from let contracts.

Inlet Repairs, Culvert Replacements, Ditch Cleaning, etc.

Sign Work including the marking of inlets, catch basins and culverts and maintenance of signs.

### Upcoming Street Dept Projects – Special Maintenance Work

Tower Ridge, Misty Pines Storm Sewer Installation/repair work.

Shoulder asphalt overlaid streets, River Bend, Pleasant View and other miscellaneous streets with low shoulders within the Village.

Multiple Catch Basin, Inlet, Manhole repairs & Asphalt Infrared repairs.

### Picture of new Caterpillar 259D Tracked Skid Steer and John Deere Loader



The new tracked Skid Steer has more stability and a High Flow Hydraulic pump which will enable staff to rent attachments that will increase productivity and versatility.

Picture of the new John Deere Loader working at the Ryan St recycle asphalt stockpile. These materials will be crushed and turned into recycled gravel and used on future street reconstruction projects within the Village.



Submitted by Dan Raczowski 9-9-2020

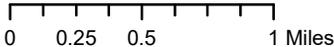


### Weston Yard Pick Up 2020



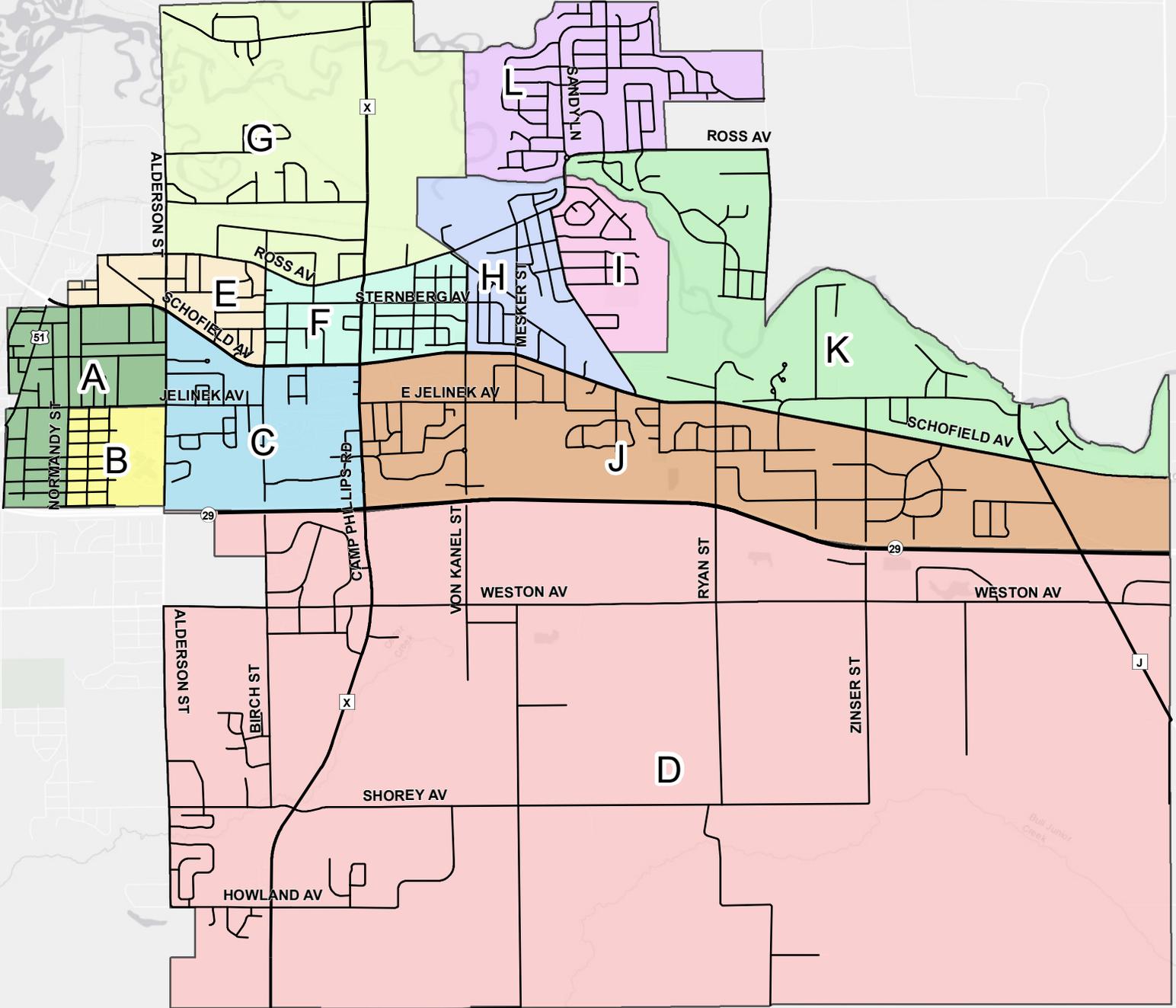
Map Date: September 12, 2019

Map created by Technology Services Department



### Legend

Pickup Zone	Pickup Day
A	10/12, 10/28
B	10/13, 10/29
C	10/14, 10/30
D	10/15, 11/2
E	10/16, 11/3
F	10/19, 11/4
G	10/20, 11/5
H	10/21, 11/6
I	10/22, 11/9
J	10/23, 11/10
K	10/26, 11/11
L	10/27, 11/12



# **UTILITY REPORT FOR** **AUGUST 2020**

## **1) Superintendent Comments**

### **a. Diggers Hotline Locates**

Village Utility Operators marked approximately 550 locates during August.

### **b. Work Orders**

Village Utility Operators completed 36 Work Orders. Work orders were mainly for various water meter communication issues and lateral inspections.

### **c. Valve Replacements**

Fuller St. valve replacements (1 – 6inch, 1 – 8inch) completed 8/25/20

### **d. SCADA**

Working with Chris Jensen from IPS to upgrade our Win911 software for our alarm dialer. Will also be working to get an update to what is needed for SCADA system overall.

### **e. Valve Exercising**

Operators completed this year's valve exercising program. A total of 796 valves were turned this year. Valves exercising is done on a 5 year rotation.

### **f. Sewer Cleaning**

Completed this year's Sewer Cleaning. Try to clean approximately 1/6 of the Village system annually.

### **g. Sewer Televising**

Began televising for our upcoming Crestwood Acres Neighborhood. Will continue to televise areas around Village.

### **h. Private Well Permits**

There were 10 Private Well Permits issued.

### **i. Lead and Copper Sampling Event**

Samples were collected from 30 residents throughout the Village early part of August. Results will be sent out to residents when available.

**j. Compliance Maintenance Annual Report (CMAR)**

The Village annual sewage collection system report was completed August 28th. Resolution to approve CMAR will be brought in front of Village Board August 21<sup>st</sup>.

**k. Contract Work (Some overlap from part of July and into September)**

- Crestwood Acres Neighborhood reconstruction is set for next year. Televising of sanitary to assist with AECOM design is ongoing.
- Weston School Neighborhood Project is ongoing. Utility work on project are nearing the halfway point.
- Frontage/Evergreen Utility Improvements began last week. Project includes improvements to watermain and lining of a portion of sanitary
- Jet-Black completed our sealcoating project for 10 Lift Station, Wells and Tower locations around the Village.
- Business Park Tower bi-annual cleaning completed late July
- Kerry Well Investigation has gotten reviewed by the DNR and have a handful of comments/questions to address before beginning step down reduction of polyphosphate product.
- Safety Building Project Utilities ongoing with PGA
- Cedar Creek Interceptor Project has made progress toward getting access road constructed. Mi-Tech meeting DNR onsite next week for review.
- Hydrant Painting planned for mid-August will begin Monday September 14<sup>th</sup>.
- Manhole Rehabilitations are planned for the near future. Have reached out to 3 contractors for quotes to rehab 14 manholes experiencing some infiltration issues.
- Tanya/Tricia Lift Station Becher-Hopper has provided a few options for the station. Will have further discussion soon to make a decision.
- Ryan St. Crossing design work is underway with Clark Dietz.
- Callon St. will be starting up in the near future.

## 2) Customers Added

Village added a total of 76 new customers during the month of August.

Type	No. of Customers
Single Family/Condo's	52
Multi Family	21
Commercial	3
<b>Total</b>	<b>76</b>

\*A new customer includes new connections and change in residencies.

## 3) Water Pumped in 1,000s of gallons (Last 4 Months)

	Alta Verde (#1)	Foremost (#2)	Mesker (#3)	Sternberg (#4)	Bloedel (#5)	Rippling Creek (#6)
<b>May</b>						
Total	8,779	6,411	2,577	15,097	13,779	7,842
Peak	427	717	345	859	698	431
<b>June</b>						
Total	9,837	14,120	7,588	14,919	15,153	8,084
Peak	525	728	603	783	801	455
<b>July</b>						
Total	9,848	20,874	12,497	6,339	15,014	8,830
Peak	511	777	640	614	653	449
<b>August</b>						
Total	9,658	21,446	11,613	11,672	15,153	8,445
Peak	417	845	580	616	668	387
	<b>38,122</b>	<b>62,851</b>	<b>34,275</b>	<b>48,027</b>	<b>59,099</b>	<b>33,201</b>
					<b>Total gal X 1000</b>	<b>275,575</b>
					<b>Total gal X 1000 (Less Foremost)</b>	<b>212,724</b>

## 4) Wastewater Flows (Last 4 Months)

Rib Mountain Metropolitan Sewerage District Flow Charge Totals

	<b>BUS 51 Flow (X1,000)</b>	<b>Cedar Creek Flow (X1,000)</b>	<b>Total Flow Charge (X1,000)</b>
<b>May</b>			
Total	18,138	16,041	34,179
<b>June</b>			
Total	19,635	16,368	36,003
<b>July</b>			
Total	18,164	15,876	34,040
<b>August</b>			
Total	15,894	15,054	30,948
	<b>71,831</b>	<b>63,339</b>	<b>135,170</b>

## 5) Lift Station Hours

Summary of Lift Station Hours for July and August. Pointe Lift Station Pump 2 is out for servicing. Hope to get back online soon.

Lift Station Hours									
2020	Harlyn		Fox St.		Mesker/Jelinek			Kathleen	
Month	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump3	Pump 1	Pump 2
Jul	91.8	92.3	102	91.8	97.1	93	99.2	14.35	5.1
Aug	84.8	85.6	103	102.4	71.4	71.8	76.9	14.3	4.5

2020	E.C. River		Tanya/Tricia		Progress Way		Pointe		Park Terrace	
Month	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2
Jul	52.4	45.1	88	73.3	2.3	2.1	28.3	0	12.3	18.1
Aug	49.6	43.1	83.4	75.8	1.7	2	19.9	0	11.7	18.4

2020	Ryan St.			Heritage Hills		Ross Ave.		Mesker/Colleen	
Month	Pump 1	Pump2	Pump 3	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2
Jul	27.1	28.6	25.8	22.1	24.7	29.1	33.04	146.9	149
Aug	25.8	26.9	24.2	24.2	25.2	27.2	27.2	122.6	125.1

**END OF  
PACKET**