

**MEETING OF THE BOARD OF PUBLIC WORKS
TUESDAY, JANUARY 8, 2019 7:30 A.M.
CITY HALL COUNCIL CHAMBERS
405 JEFFERSON STREET**

<u>I. INTRODUCTORY ITEMS</u>	<u>SUGGESTED ACTION</u>
A. Call meeting to order/Announce "Board of Public Works Meeting – Tuesday, January 8, 2019 -- 7:30 a.m."	Chairman Call Meeting to order
B. Roll Call/Pledge of Allegiance	Secretary - Roll Call All - Pledge of Allegiance
C. Approval of the minutes from the December 11, 2018 regular meeting	Need motion to approve
<u>II. PRIORITY ITEMS</u>	
<u>III. WASTEWATER</u>	
<u>IV. WATER</u>	
<u>V. OTHER</u>	
<u>VI. OLD BUSINESS</u>	
<u>VII. CLOSING</u>	
A. Open Discussion	Chairman – inquire if there are any other items to be discussed.
B. Next scheduled meeting – Tuesday, February 13, 2019	Members schedule next meeting date.
C. Adjourn meeting	Need motion to adjourn
<u>VIII. INFORMATION</u>	
A. Budget Performance Reports (backup information enclosed)	
B. Work Performed for December, 2018	
C. Department of Natural Resources Analysis Report	
D. Disinfection Monitoring Report (sent to MDNR)	

Posted by Beverly Hoyt, Water/Wastewater Secretary, Friday, January 4, 2019

MINUTES OF THE BOARD OF PUBLIC WORKS
Tuesday, December 11, 2018

The Regular Meeting of the Board of Public Works was held on Tuesday, December 11, 2018 at 7:30 a.m. in the City Council Chambers located at 405 Jefferson Street, Washington, Missouri. The following were present/absent:

MEMBERS:

Chairman	John Vietmeier	Present
Member	Brad Mitchell	Present
Member	Mike Radetic	Present
Member	Steve Richardson	Present
Ex-officio Member	Steve Strubberg	Present
Ex-officio Member	Vacant	--

OTHERS:

Council Representative	Jeff Patke	Absent
Council Representative	Steve Sullentrup	Present
Council Representative	Jeff Mohesky	Absent
Council Representative	Greg Skornia	Absent
Mayor	Sandy Lucy	Absent
City Administrator	Daren Lamb	Absent
Water/Wastewater Superintendent	Kevin Quaethem	Present
Water/Wastewater Secretary	Beverly Hoyt	Present
City Engineer	John Nilges	Present
Assistant City Engineer	Andrea Lueken	Absent
Fire Chief/Emergency Management Director	Bill Halmich	Absent

Originals and/or copies of agenda items of the meeting, including recorded votes are available on record in the office of the Public Works Department for one year. Video/DVD and audio tapes are kept only until the minutes have been approved for the meeting. DVD copies of this meeting are distributed to Board Members if requested.

A motion was made by Mr. Mitchell and seconded by Mr. Radetic to approve the minutes from the regular November 13, 2018 meeting. The motion passed without dissent.

Priority

None.

Wastewater

All is running good at the treatment plant, there have been no odor complaints. The odor in the air has been from our local farmers. With the cooler temperatures it causes the odor to carry. We have been pressing sludge one to 1-1/2 days just to keep the sludge blanket low in the clarifier. We don't want what's in the clarifier to settle out, if it gets too high during a winter time storm this would cause an over flow. It's good to keep the belt press working at least one to 1-1/2 times a week.

We are waiting for the bidder to come back with a location that we can visit to see how their scrubbers work and talk with them with regard to their maintenance.

Water – Well No. #9

There was a car accident at Well #9 that did extensive damage to the east wall and south wall. Both walls will have to be removed. The north wall has to be replaced with plywood. There was one wall that didn't have damage, but we feel it's best to just tear the whole thing down and build a new structure, one a little bigger. The new structure will be 18' by 18' with a separate room for chlorine. The Department of Natural Resources (DNR) wants a separate room now that we are chlorinating and it is safer for the employees that way. The structure will be built more like a home to blend in to the neighborhood instead of a well house. This will all be done with in-house workers, we have five (5) guys that have high school carpentry experience. This will save the City a considerable amount of money. We are working with the insurance company right now and are waiting for their response. Once the insurance allows we could have the well house up and running by the end of January 2019. The exterior walls have already been built at the water shop, the trusses are on order, we are just waiting on the go ahead from the insurance.

We have contacted DNR and they were concerned with the supply issue. However, if there were ever a good time for this to happen it would be now. In the winter time our consumption is lower.

A new foundation following all City codes will be poured along with new footing and a slab. This will be a whole new building and cheaper to have built rather than rehabbing.

Old Business

None.

Open Discussion

Next Scheduled Meeting Date

The next scheduled meeting date is January 8, 2019.

Adjourn

There being no further business the meeting adjourned on a motion by Mr. Mitchell and seconded by Mr. Radetic. All in favor aye, those oppose. We are adjourned.

Prepared by: _____
Beverly Hoyt
Water/Wastewater Secretary

Adopted and Approved by the Board of Public Works:

Date: _____ Signature: _____
Secretary



	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 400 - WATER FUND						
Revenue						
400-35-000-450600	Penalties/Interest Charges	22,000.00	22,000.00	2,060.68	5,804.31	-16,195.69 73.62 %
400-35-000-450900	Revenues-All Other	15,000.00	15,000.00	257.82	3,877.10	-11,122.90 74.15 %
400-35-000-453100	Water Sales	1,390,000.00	1,390,000.00	103,349.75	365,580.30	-1,024,419.70 73.70 %
400-35-000-453200	Water Meter Sales	10,000.00	10,000.00	1,018.35	5,144.49	-4,855.51 48.56 %
400-35-000-453500	Connection Charges	25,000.00	25,000.00	5,800.00	8,350.00	-16,650.00 66.60 %
400-35-000-453550	Tap Charges	500.00	500.00	100.00	2,525.00	2,025.00 505.00 %
400-35-000-453600	Labor & Equipment Charges	1,000.00	1,000.00	0.00	0.00	-1,000.00 100.00 %
400-35-000-453700	Miscellaneous Materials Sold	3,000.00	3,000.00	120.83	914.18	-2,085.82 69.53 %
400-35-000-461200	Rent/Lease-Municipal Property/Bui	32,425.00	32,425.00	3,401.65	11,707.39	-20,717.61 63.89 %
400-35-000-480000	Investment Income	8,000.00	8,000.00	0.00	0.00	-8,000.00 100.00 %
	Revenue Total:	1,506,925.00	1,506,925.00	116,109.08	403,902.77	-1,103,022.23 73.20 %
Expense						
400-35-000-510100	Salaries/Wages-Regular	404,700.00	404,700.00	24,968.28	87,214.39	317,485.61 78.45 %
400-35-000-510150	Elected Board Officials Compensati	200.00	200.00	100.00	100.00	100.00 50.00 %
400-35-000-510200	Wages-Parttime/Permanent	5,310.00	5,310.00	0.00	0.00	5,310.00 100.00 %
400-35-000-510300	Salaries/Wages-Overtime	8,760.00	8,760.00	1,197.63	2,644.91	6,115.09 69.81 %
400-35-000-511100	FICA Taxes	32,050.00	32,050.00	1,934.61	6,646.18	25,403.82 79.26 %
400-35-000-511300	Health Insurance	86,520.00	86,520.00	5,694.88	17,215.64	69,304.36 80.10 %
400-35-000-511400	Dental Insurance	5,030.00	5,030.00	374.85	1,132.71	3,897.29 77.48 %
400-35-000-511600	Life Insurance	620.00	620.00	43.94	133.42	486.58 78.48 %
400-35-000-511700	LAGERS Retirement Plan	26,460.00	26,460.00	1,617.43	5,329.00	21,131.00 79.86 %
400-35-000-512605	Employee Incentive Program	600.00	600.00	0.00	0.00	600.00 100.00 %
400-35-000-512700	HRA Deductible	13,650.00	13,650.00	0.00	0.00	13,650.00 100.00 %
400-35-000-520250	Administration, Finance & IT Depar	151,340.00	151,340.00	0.00	12,611.66	138,728.34 91.67 %
400-35-000-520300	Technical Services	45,950.00	45,950.00	2,970.66	10,141.96	35,808.04 77.93 %
400-35-000-520400	Other Contracted Services	38,000.00	38,000.00	7.67	28,692.93	9,307.07 24.49 %
400-35-000-521530	Lawn & Grounds Care Services	19,425.00	19,425.00	0.00	0.00	19,425.00 100.00 %
400-35-000-521540	Uniform Cleaning Service	2,000.00	2,000.00	116.16	343.05	1,656.95 82.85 %
400-35-000-521560	Building Repair & Maintenance	1,000.00	1,000.00	0.00	0.00	1,000.00 100.00 %
400-35-000-521620	Equipment Repair & Maintenance	12,200.00	12,200.00	4,700.78	5,509.11	6,690.89 54.84 %
400-35-000-521630	Vehicle Repair & Maintenance	15,000.00	15,000.00	0.00	0.00	15,000.00 100.00 %
400-35-000-521635	Water System Repair & Maintenan	10,000.00	10,000.00	0.00	0.00	10,000.00 100.00 %
400-35-000-521636	Well Pump Repair & Maintenance	22,250.00	22,250.00	0.00	0.00	22,250.00 100.00 %
400-35-000-521640	Equipment Rental	1,000.00	1,000.00	50.67	170.49	829.51 82.95 %
400-35-000-522100	Advertising	200.00	200.00	0.00	652.75	-452.75 -226.38 %
400-35-000-522200	Property, Liability & Casualty Insura	36,380.00	36,380.00	0.00	0.00	36,380.00 100.00 %
400-35-000-522210	Self-Insurance Deductible	500.00	500.00	0.00	0.00	500.00 100.00 %
400-35-000-522300	Printing/Duplicating	1,600.00	1,600.00	0.00	0.00	1,600.00 100.00 %
400-35-000-522400	Telephone	8,300.00	8,300.00	235.50	672.93	7,627.07 91.89 %
400-35-000-522410	Telephone-Alarm Control	4,000.00	4,000.00	0.00	0.00	4,000.00 100.00 %
400-35-000-522500	Training/Seminars	1,500.00	1,500.00	0.00	0.00	1,500.00 100.00 %
400-35-000-522600	Travel	1,200.00	1,200.00	0.00	422.01	777.99 64.83 %
400-35-000-522700	Professional Dues & Memberships	2,150.00	2,150.00	0.00	1,713.00	437.00 20.33 %
400-35-000-522900	Postage	13,000.00	13,000.00	811.84	2,439.84	10,560.16 81.23 %
400-35-000-522950	Credit Card Fees	7,000.00	7,000.00	782.98	2,280.45	4,719.55 67.42 %
400-35-000-530410	Parts-Vehicle	2,000.00	2,000.00	62.42	131.38	1,868.62 93.43 %
400-35-000-530415	Parts-Equipment	4,000.00	4,000.00	61.52	592.99	3,407.01 85.18 %
400-35-000-530420	Offices Supplies	1,000.00	1,000.00	16.84	66.73	933.27 93.33 %
400-35-000-530500	Asphalt/Rock/Cement	20,000.00	20,000.00	736.17	5,431.75	14,568.25 72.84 %
400-35-000-530600	Straw/Seeding/Plants	500.00	500.00	0.00	131.65	368.35 73.67 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 12/31/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>400-35-000-530650</u>	Grounds Maintenance	0.00	0.00	0.00	4,117.50	-4,117.50	0.00 %
<u>400-35-000-530700</u>	Uniforms & Clothing	600.00	600.00	100.00	100.00	500.00	83.33 %
<u>400-35-000-530800</u>	General Supplies	7,000.00	7,000.00	206.40	989.27	6,010.73	85.87 %
<u>400-35-000-531110</u>	Electricity	165,000.00	165,000.00	10,953.91	25,694.06	139,305.94	84.43 %
<u>400-35-000-531120</u>	Heating Fuel	1,500.00	1,500.00	0.00	315.81	1,184.19	78.95 %
<u>400-35-000-531300</u>	Gasoline & Oil	12,500.00	12,500.00	0.00	1,223.14	11,276.86	90.21 %
<u>400-35-000-532100</u>	Meters & Hydrants	46,300.00	46,300.00	0.00	13,547.58	32,752.42	70.74 %
<u>400-35-000-532200</u>	Pipe & Fittings	33,000.00	33,000.00	4,775.26	7,761.50	25,238.50	76.48 %
<u>400-35-000-533100</u>	Chemicals	15,000.00	15,000.00	1,083.16	2,029.40	12,970.60	86.47 %
<u>400-35-000-533300</u>	Janitorial Supplies	0.00	0.00	0.00	73.36	-73.36	0.00 %
<u>400-35-000-534100</u>	Depreciation Expense	395,000.00	395,000.00	0.00	0.00	395,000.00	100.00 %
<u>400-35-000-534200</u>	SmallTools/Equipment/Furnishings	12,195.00	12,195.00	834.19	1,540.48	10,654.52	87.37 %
<u>400-35-000-540200</u>	Buildings	0.00	0.00	1,848.03	1,848.03	-1,848.03	0.00 %
<u>400-35-000-541100</u>	Improvements Other Than Building	273,000.00	273,000.00	0.00	28,005.00	244,995.00	89.74 %
<u>400-35-000-541110</u>	Water System Improvements	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
<u>400-35-000-542100</u>	Vehicles	45,000.00	45,000.00	495.00	25,740.88	19,259.12	42.80 %
<u>400-35-000-542200</u>	Machinery & Equipment	87,500.00	87,500.00	0.00	10,406.98	77,093.02	88.11 %
<u>400-35-000-559200</u>	Bond/Note Principal	233,300.00	233,300.00	0.00	0.00	233,300.00	100.00 %
<u>400-35-090-559110</u>	Interest Expense	120,400.00	120,400.00	0.00	0.00	120,400.00	100.00 %
	Expense Total:	2,477,690.00	2,477,690.00	66,780.78	315,813.92	2,161,876.08	87.25 %
	Fund: 400 - WATER FUND Surplus (Deficit):	-970,765.00	-970,765.00	49,328.30	88,088.85	1,058,853.85	109.07 %

Fund: 410 - SEWAGE TREATMENT FUND

Revenue

<u>410-36-000-418500</u>	Sanitary Sewer District	20,000.00	20,000.00	4,114.54	7,997.05	-12,002.95	60.01 %
<u>410-36-000-450600</u>	Penalties/Interest Charges	45,000.00	45,000.00	3,477.65	8,887.90	-36,112.10	80.25 %
<u>410-36-000-450900</u>	Revenues-All Other	5,000.00	5,000.00	1,570.18	1,570.18	-3,429.82	68.60 %
<u>410-36-000-453600</u>	Labor & Equipment Charges	100.00	100.00	0.00	0.00	-100.00	100.00 %
<u>410-36-000-453700</u>	Miscellaneous Materials Sold	200.00	200.00	0.00	0.00	-200.00	100.00 %
<u>410-36-000-454100</u>	Sewer Service Charges	2,500,000.00	2,500,000.00	206,510.97	643,466.43	-1,856,533.57	74.26 %
<u>410-36-000-454125</u>	Surcharge Fees	25,000.00	25,000.00	2,416.56	3,908.10	-21,091.90	84.37 %
<u>410-36-000-454150</u>	Leachate Disposal Charge	35,000.00	35,000.00	2,550.00	3,570.00	-31,430.00	89.80 %
<u>410-36-000-454200</u>	Sewer Connection Charges	35,000.00	35,000.00	7,486.00	11,970.00	-23,030.00	65.80 %
<u>410-36-000-480000</u>	Investment Income	5,000.00	5,000.00	0.00	0.00	-5,000.00	100.00 %
<u>410-36-000-480200</u>	Investment Income.-Bond Acct.	390,000.00	390,000.00	0.00	836.34	-389,163.66	99.79 %
	Revenue Total:	3,060,300.00	3,060,300.00	228,125.90	682,206.00	-2,378,094.00	77.71 %

Expense

<u>410-36-000-510100</u>	Salaries/Wages-Regular	163,310.00	163,310.00	10,297.88	35,680.22	127,629.78	78.15 %
<u>410-36-000-510200</u>	Wages-PartTime/Permanent	5,310.00	5,310.00	0.00	0.00	5,310.00	100.00 %
<u>410-36-000-510300</u>	Salaries/Wages-Overtime	3,980.00	3,980.00	669.89	1,096.60	2,883.40	72.45 %
<u>410-36-000-511100</u>	FICA Taxes	13,300.00	13,300.00	781.45	2,634.84	10,665.16	80.19 %
<u>410-36-000-511300</u>	Health Insurance	39,720.00	39,720.00	2,908.04	8,792.23	30,927.77	77.86 %
<u>410-36-000-511400</u>	Dental Insurance	2,310.00	2,310.00	171.72	519.40	1,790.60	77.52 %
<u>410-36-000-511600</u>	Life Insurance	310.00	310.00	17.13	52.22	257.78	83.15 %
<u>410-36-000-511700</u>	LAGERS Retirement Plan	10,970.00	10,970.00	672.22	2,323.99	8,646.01	78.82 %
<u>410-36-000-512605</u>	Employee Incentive Program	200.00	200.00	0.00	0.00	200.00	100.00 %
<u>410-36-000-512700</u>	HRA Deductible	4,200.00	4,200.00	0.00	0.00	4,200.00	100.00 %
<u>410-36-000-520250</u>	Administration, Finance & IT Depar	78,120.00	78,120.00	0.00	6,510.00	71,610.00	91.67 %
<u>410-36-000-520300</u>	Technical Services	1,500.00	1,500.00	575.55	675.65	824.35	54.96 %
<u>410-36-000-520400</u>	Other Contracted Services	10,800.00	10,800.00	7.66	1,154.84	9,645.16	89.31 %
<u>410-36-000-521300</u>	Tipping Fee - City of Washington	300.00	300.00	0.00	0.00	300.00	100.00 %
<u>410-36-000-521530</u>	Lawn & Grounds Care Services	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
<u>410-36-000-521540</u>	Uniform Cleaning Service	600.00	600.00	38.72	102.22	497.78	82.96 %
<u>410-36-000-521560</u>	Building Repair & Maintenance	500.00	500.00	0.00	0.00	500.00	100.00 %
<u>410-36-000-521620</u>	Equipment Repair & Maintenance	23,285.00	23,285.00	2,263.50	4,694.69	18,590.31	79.84 %
<u>410-36-000-521630</u>	Vehicle Repair & Maintenance	5,450.00	5,450.00	0.00	813.75	4,636.25	85.07 %
<u>410-36-000-521640</u>	Equipment Rental	1,500.00	1,500.00	50.67	170.49	1,329.51	88.63 %
<u>410-36-000-522100</u>	Advertising	500.00	500.00	0.00	0.00	500.00	100.00 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 12/31/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
410-36-000-522200	Property, Liability & Casualty Insura	16,170.00	16,170.00	0.00	0.00	16,170.00	100.00 %
410-36-000-522210	Self-Insurance Deductible	300.00	300.00	0.00	0.00	300.00	100.00 %
410-36-000-522300	Printing/Duplicating	800.00	800.00	0.00	0.00	800.00	100.00 %
410-36-000-522400	Telephone	3,300.00	3,300.00	154.88	532.74	2,767.26	83.86 %
410-36-000-522410	Telephone-Alarm Control	3,000.00	3,000.00	0.00	1,014.45	1,985.55	66.19 %
410-36-000-522500	Training/Seminars	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
410-36-000-522600	Travel	700.00	700.00	0.00	13.00	687.00	98.14 %
410-36-000-522700	Professional Dues & Memberships	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
410-36-000-522900	Postage	6,000.00	6,000.00	405.92	1,219.92	4,780.08	79.67 %
410-36-000-522950	Credit Card Fees	7,000.00	7,000.00	782.97	2,280.41	4,719.59	67.42 %
410-36-000-530200	Lab Supplies	50.00	50.00	0.00	0.00	50.00	100.00 %
410-36-000-530410	Parts-Vehicle	700.00	700.00	0.00	65.86	634.14	90.59 %
410-36-000-530415	Parts-Equipment	12,000.00	12,000.00	98.22	959.57	11,040.43	92.00 %
410-36-000-530420	Offices Supplies	500.00	500.00	0.00	18.01	481.99	96.40 %
410-36-000-530500	Asphalt/Rock/Cement	25,000.00	25,000.00	574.44	643.08	24,356.92	97.43 %
410-36-000-530600	Straw/Seeding/Plants	250.00	250.00	0.00	0.00	250.00	100.00 %
410-36-000-530700	Uniforms & Clothing	300.00	300.00	0.00	0.00	300.00	100.00 %
410-36-000-530800	General Supplies	2,300.00	2,300.00	30.04	85.21	2,214.79	96.30 %
410-36-000-530900	Employee Appreciation Cost	200.00	200.00	0.00	0.00	200.00	100.00 %
410-36-000-531110	Electricity	45,000.00	45,000.00	3,600.93	6,043.48	38,956.52	86.57 %
410-36-000-531120	Heating Fuel	2,000.00	2,000.00	0.00	315.81	1,684.19	84.21 %
410-36-000-531300	Gasoline & Oil	6,500.00	6,500.00	32.01	468.98	6,031.02	92.78 %
410-36-000-532200	Pipe & Fittings	2,200.00	2,200.00	0.00	0.00	2,200.00	100.00 %
410-36-000-532270	Manhole Replacement Program	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
410-36-000-533100	Chemicals	2,200.00	2,200.00	0.00	10.49	2,189.51	99.52 %
410-36-000-533300	Janitorial Supplies	0.00	0.00	0.00	73.36	-73.36	0.00 %
410-36-000-534100	Depreciation Expense	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00 %
410-36-000-534200	SmallTools/Equipment/Furnishings	11,275.00	11,275.00	160.37	272.06	11,002.94	97.59 %
410-36-000-541100	Improvements Other Than Building	230,000.00	230,000.00	0.00	0.00	230,000.00	100.00 %
410-36-000-541120	Sanitary Sewer System Improve	165,000.00	165,000.00	0.00	0.00	165,000.00	100.00 %
410-36-000-542100	Vehicles	45,000.00	45,000.00	0.00	364.13	44,635.87	99.19 %
410-36-090-559110	Interest Expense	539,500.00	539,500.00	0.00	0.00	539,500.00	100.00 %
410-36-090-559120	Agent Fees	68,000.00	68,000.00	0.00	0.00	68,000.00	100.00 %
410-36-090-559130	Amortization of Bond Discount/Pre	-21,340.00	-21,340.00	0.00	0.00	-21,340.00	100.00 %
410-36-090-559200	Bond/Note Principal	975,000.00	975,000.00	0.00	0.00	975,000.00	100.00 %
410-36-361-510100	Salaries/Wages-Regular	202,300.00	202,300.00	16,298.00	60,800.76	141,499.24	69.95 %
410-36-361-510300	Salaries/Wages-Overtime	3,750.00	3,750.00	74.84	498.30	3,251.70	86.71 %
410-36-361-511100	FICA Taxes	15,670.00	15,670.00	1,168.60	4,431.78	11,238.22	71.72 %
410-36-361-511300	Health Insurance	46,800.00	46,800.00	3,936.75	11,873.15	34,926.85	74.63 %
410-36-361-511400	Dental Insurance	2,720.00	2,720.00	235.64	710.84	2,009.16	73.87 %
410-36-361-511600	Life Insurance	370.00	370.00	32.39	97.98	272.02	73.52 %
410-36-361-511700	LAGERS Retirement Plan	12,920.00	12,920.00	1,020.35	3,895.51	9,024.49	69.85 %
410-36-361-512605	Employee Incentive Program	400.00	400.00	0.00	0.00	400.00	100.00 %
410-36-361-512700	HRA Deductible	5,250.00	5,250.00	0.00	0.00	5,250.00	100.00 %
410-36-361-520250	Administration, Finance & IT Depar	78,120.00	78,120.00	0.00	6,510.00	71,610.00	91.67 %
410-36-361-520300	Technical Services	10,000.00	10,000.00	784.70	3,932.85	6,067.15	60.67 %
410-36-361-520400	Other Contracted Services	22,565.00	22,565.00	2,381.00	3,442.50	19,122.50	84.74 %
410-36-361-521300	Tipping Fee - City of Washington	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
410-36-361-521540	Uniform Cleaning Service	1,500.00	1,500.00	77.44	243.28	1,256.72	83.78 %
410-36-361-521560	Building Repair & Maintenance	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
410-36-361-521620	Equipment Repair & Maintenance	37,700.00	37,700.00	4,368.76	10,212.96	27,487.04	72.91 %
410-36-361-521630	Vehicle Repair & Maintenance	6,000.00	6,000.00	0.00	408.52	5,591.48	93.19 %
410-36-361-521640	Equipment Rental	500.00	500.00	32.19	96.57	403.43	80.69 %
410-36-361-522200	Property, Liability & Casualty Insura	24,250.00	24,250.00	0.00	0.00	24,250.00	100.00 %
410-36-361-522210	Self-Insurance Deductible	500.00	500.00	0.00	0.00	500.00	100.00 %
410-36-361-522300	Printing/Duplicating	1,050.00	1,050.00	0.00	0.00	1,050.00	100.00 %
410-36-361-522400	Telephone	8,000.00	8,000.00	50.00	918.07	7,081.93	88.52 %
410-36-361-522410	Telephone-Alarm Control	500.00	500.00	0.00	0.00	500.00	100.00 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 12/31/2018

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
<u>410-36-361-522500</u>	Training/Seminars	800.00	800.00	0.00	0.00	800.00	100.00 %
<u>410-36-361-522600</u>	Travel	500.00	500.00	0.00	0.00	500.00	100.00 %
<u>410-36-361-522700</u>	Professional Dues & Memberships	500.00	500.00	0.00	0.00	500.00	100.00 %
<u>410-36-361-522900</u>	Postage	5,000.00	5,000.00	405.92	1,369.87	3,630.13	72.60 %
<u>410-36-361-530200</u>	Lab Supplies	8,600.00	8,600.00	0.00	28.80	8,571.20	99.67 %
<u>410-36-361-530410</u>	Parts-Vehicle	800.00	800.00	32.28	66.40	733.60	91.70 %
<u>410-36-361-530415</u>	Parts-Equipment	37,000.00	37,000.00	2,536.77	6,145.87	30,854.13	83.39 %
<u>410-36-361-530420</u>	Offices Supplies	300.00	300.00	29.97	29.97	270.03	90.01 %
<u>410-36-361-530500</u>	Asphalt/Rock/Cement	1,500.00	1,500.00	0.00	19.56	1,480.44	98.70 %
<u>410-36-361-530600</u>	Straw/Seeding/Plants	300.00	300.00	0.00	298.20	1.80	0.60 %
<u>410-36-361-530700</u>	Uniforms & Clothing	400.00	400.00	0.00	0.00	400.00	100.00 %
<u>410-36-361-530800</u>	General Supplies	4,000.00	4,000.00	11.87	221.30	3,778.70	94.47 %
<u>410-36-361-531110</u>	Electricity	175,000.00	175,000.00	12,259.55	23,995.84	151,004.16	86.29 %
<u>410-36-361-531120</u>	Heating Fuel	14,000.00	14,000.00	0.00	2,828.24	11,171.76	79.80 %
<u>410-36-361-531300</u>	Gasoline & Oil	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<u>410-36-361-532200</u>	Pipe & Fittings	2,500.00	2,500.00	0.00	14.31	2,485.69	99.43 %
<u>410-36-361-533100</u>	Chemicals	16,700.00	16,700.00	1,485.00	2,970.00	13,730.00	82.22 %
<u>410-36-361-534100</u>	Depreciation Expense	900,000.00	900,000.00	0.00	0.00	900,000.00	100.00 %
<u>410-36-361-534200</u>	Small Tools/Equipment/Furnishings	11,425.00	11,425.00	84.99	342.97	11,082.03	97.00 %
<u>410-36-361-541100</u>	Improvements other than Buildings	36,000.00	36,000.00	0.00	0.00	36,000.00	100.00 %
<u>410-36-361-542200</u>	Machinery & Equipment	216,250.00	216,250.00	0.00	0.00	216,250.00	100.00 %
<u>410-36-361-542300</u>	Furniture & Fixtures	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00 %
	Expense Total:	4,726,910.00	4,726,910.00	71,601.22	226,006.10	4,500,903.90	95.22 %
	Fund: 410 - SEWAGE TREATMENT FUND Surplus (Deficit):	-1,666,610.00	-1,666,610.00	156,524.68	456,199.90	2,122,809.90	127.37 %
	Report Surplus (Deficit):	-2,637,375.00	-2,637,375.00	205,852.98	544,288.75	3,181,663.75	120.64 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 12/31/2018

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 400 - WATER FUND						
Revenue	1,506,925.00	1,506,925.00	116,109.08	403,902.77	-1,103,022.23	73.20 %
Expense	2,477,690.00	2,477,690.00	66,780.78	315,813.92	2,161,876.08	87.25 %
Fund: 400 - WATER FUND Surplus (Deficit):	-970,765.00	-970,765.00	49,328.30	88,088.85	1,058,853.85	109.07 %
Fund: 410 - SEWAGE TREATMENT FUND						
Revenue	3,060,300.00	3,060,300.00	228,125.90	682,206.00	-2,378,094.00	77.71 %
Expense	4,726,910.00	4,726,910.00	71,601.22	226,006.10	4,500,903.90	95.22 %
Fund: 410 - SEWAGE TREATMENT FUND Surplus (Deficit):	-1,666,610.00	-1,666,610.00	156,524.68	456,199.90	2,122,809.90	127.37 %
Report Surplus (Deficit):	-2,637,375.00	-2,637,375.00	205,852.98	544,288.75	3,181,663.75	120.64 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
400 - WATER FUND	-970,765.00	-970,765.00	49,328.30	88,088.85	1,058,853.85
410 - SEWAGE TREATMENT FUND	-1,666,610.00	-1,666,610.00	156,524.68	456,199.90	2,122,809.90
Report Surplus (Deficit):	-2,637,375.00	-2,637,375.00	205,852.98	544,288.75	3,181,663.75

Memorandum

TO: Darren Lamb, City Administrator
Board of Public Works

FROM: Kevin Quaethem, Water and Wastewater Superintendent

DATE: January 4, 2019

RE: Work Performed by the Water and Wastewater Departments

STATUS OF MAJOR CONTRACTS –DECEMBER 2018

PROJECT	VENDOR	CONTRACT AMOUNT	PREVIOUSLY APPROVED	CURRENTLY APPROVED	BALANCE
N/A					

DECEMBER 2018

Water Pumped December 2018. 61,959,000 1.99 mgd

Wastewater Effluent Flow December 2018. 69,110,000 2.30 mgd

Missouri One Call Locate messages received for locates.....114

Meters Issued as new.3

Meters Issued as replacements.....0

Meters Issued as new for irrigation systems0

Meters Re-reads257

Service Requests/Work Orders Completed December 2018.25

Sewer Routines0

Delinquent Accounts actually shut off in December 2018.0

WATER DEPARTMENT FIELD WORK PERFORMED – DECEMBER 2018

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. Shop Maintenance 2. Meter/Swapping/Repair 3. Repair/Replace/Number Hydrants 4. Check Wells/Lift Stations/Heaters 5. Missouri One Call Locates 6. Hydrant Flushing/Painting 7. Water Main Break – High & Lafayette 8. Water Break – 33 Durham 9. Emergency – Shut off water @ Turtle Creek 10. Emergency Repairs to Well #9 | <ol style="list-style-type: none"> 11. Televised @ Library 12. Repair Service Leak @ 417 W. 5th 13. Repair line @ Waterworks Building 14. Chlorine Delivery 15. Repair Water Shop Drain 16. Sewer Equipment (Demo) 17. Meter Re-reads |
|--|---|

WASTEWATER DEPARTMENT FIELD WORK PERFORMED – DECEMBER 2018

1. Sewer Routines
2. Daily lab work and routines.
3. Cleaned belt press.
4. Clean Process Filters
5. Run belt press.
6. Repaired Sump @ West Main Lift Station
7. Televised High Street to Ester to 3rd St.
8. Cleaned lines @ Landfill Lift Station
9. Televised Various Locations
10. Repaired Conveyor Belt TP
11. Emergency Call – Backup @ 5th & Boone
12. Sewer Backup @ 616 E. 5th Street
13. Hauled (4) Loads Sludge
14. Worked on duct work @ TP

ROUTINE FIELD WORK

1. Performed rereads as necessary.
2. Performed read-outs on meters (persons moving in and out)
3. Installed reading device receptacles on houses where new/replacement meters were installed.
4. Issued meters and materials to contractors, owners, etc.
5. Took necessary water samples of the distribution system.
6. Flushed hydrants – scheduled routine flushing.
7. Wastewater lab work.
8. Root-sawed and/or cleaned sewer lines where necessary.
9. Hauled sludge.
10. Televised sewer lines.
11. Performed river gauge measurement.
12. Performed sewer and water service main inspections.
13. Located water and sewer lines.
14. Monitored construction of water and sewer mains in new developments.
15. Responded to service call requests.
16. Invoiced for meters, materials and other charges as necessary.
17. Performed maintenance and repairs on buildings, vehicles, and equipment.

Disinfectant Monitoring

PWS:	The City of Washington - Well # 3							
PWSID:	MO6010838							
County:	Franklin							
Month:	December-18					Chlorine Residual		
Date	Time	Free Cl (mg/l) @ Well	Sampler	Collection Point	Sample Type	Total	Free	Sampler
1	9:30	Well Not Running	RS					
2	9:36	2.97	RS					
3	9:24	Well Not Running	RS					
4	9:45	2.97	ST					
5	10:25	2.33	RS					
6	8:57	2.41	RS					
7	9:04	2.15	RS					
8	2:38	2.17	S					
9	3:15	2.54	ST					
10	9:29	Well Not Running	ST					
11	8:20	2.17	RS					
12	8:05	2.22	RS					
13	9:56	Well Not Running	RW					
14	9:15	Well Not Running	RW					
15	6:13	2.1	DV					
16	3:41	2.63	DV					
17	9:19	Well Not Running	DV					
18	8:54	0.5	DV					
19	9:02	0.95	RS					
20	8:51	0.92	RS					
21	9:16	1.06	RS					
22	6:43	Well Not Running	BL					
23	8:20	Well Not Running	BL					
24	7:45	Well Not Running	BL					
25	6:30	Well Not Running	BL					
26	9:12	1.12	RS					
27	9:27	Well Not Running	RW					
28	9:29	2.84	RS					
29	8:20	2.83	KM					
30	8:05	2.84	KM					
31	8:37	16:33	RS					

Notes:

Disinfectant Monitoring

PWS:	The City of Washington - Well # 4							
PWSID:	MO6010838							
County:	Franklin							
Month:	December-18					Chlorine Residual		
Date	Time	Free Cl (mg/l) @ Well	Sampler	Sample Point	Sample Type	Total	Free	Sampler
1	9:21	2.06	RS					
2	9:09	1.1	RS					
3	8:47	1.38	RS					
4	9:00	Well Not Running	ST					
5	9:55	1.41	RS					
6	8:21	1.51	RS					
7	8:54	2.07	RS					
8	2:12	Well Not Running	ST					
9	2:40	Well Not Running	ST					
10	8:51	Well Not Running	ST					
11	7:50	0.99	RS					
12	7:54	1.3	RS					
13	9:15	Well Not Running	RW					
14	9:35	Well Not Running	RW					
15	6:02	Well Not Running	DV					
16	6:51	Well Not Running	DV					
17	1:42	Well Not Running	DV					
18	8:07	Well Not Running	DV					
19	8:45	0.92	RS					
20	8:22	1.47	RS					
21	8:32	1.82	RS					
22	6:10	1.44	BK					
23	6:48	1.13	BK					
24	6:00	Well Not Running	BK					
25	6:05	Well Not Running	BK					
26	8:36	1.89	RS					
27	8:54	Well Not Running	RW					
28	8:50	2.29	RS					
29	8:00	1.83	KM					
30	6:40	Well Not Running	KM					
31	8:21	1.96	RS					

Notes:

Disinfectant Monitoring

PWS:	The City of Washington - Well # 5							
PWSID:	MO6010838							
County:	Franklin							
Month:	December-18					Chlorine Residual		
Date	Time	Free Cl (mg/l) @ Well	Sampler	Sample Point	Sample Type	Total	Free	Sampler
1	10:10	Well Not Running	RS					
2	9:42	Well Not Running	RS					
3	9:30	Well Not Running	RS					
4	10:41	Well Not Running	ST					
5	11:24	Well Not Running	RS					
6	9:52	Well Not Running	RS					
7	9:50	2.2	RS					
8	3:30	Well Not Running	ST					
9	4:00	Well Not Running	ST					
10	10:44	Well Not Running	ST					
11	8:57	Well Not Running	RS					
12	8:29	Well Not Running	RS					
13	1:10	Well Not Running	RW					
14	9:08	Well Not Running	RW					
15	5:32	Well Not Running	DV					
16	3:46	Well Not Running	DV					
17	8:09	0.5	DV					
18	9:47	1.84	DV					
19	9:50	Well Not Running	RS					
20	10:19	0.77	RS					
21	6:50	Well Not Running	RS					
22	8:27	Well Not Running	BK					
23	7:52	Well Not Running	BK					
24	6:40	Well Not Running	BK					
25	10:31	1.92	BK					
26	5:33	Well Not Running	RS					
27	10:12	1.44	RW					
28	8:25	Well Not Running	RS					
29	8:06	Well Not Running	KM					
30	8:45	Well Not Running	KM					
31	9:00	Well Not Running	RS					

Notes:

Disinfectant Monitoring

PWS:	The City of Washington - Well # 6							
PWSID:	MO6010838							
County:	Franklin							
Month:	December-18					Chlorine Residual		
Date	Time	Free Cl (mg/l) @ Well	Sampler	Sample Point	Sample Type	Total	Free	Sampler
1	9:15	Well Not Running	RS					
2	8:57	2.64	RS					
3	8:33	Well Not Running	RS					
4	8:50	2.38	ST	#4 Chamber Dr	R	0.33	0.28	CA
5	9:47	Well Not Running	RS					
6	8:12	1.05	RS					
7	8:42	1.9	RS					
8	1:56	Well Not Running	ST					
9	2:20	Well Not Running	ST					
10	8:45	Well Not Running	ST					
11	7:44	1.57	RS	#4 Chamber Dr	R	0.63	0.73	CA
12	7:49	1.49	RS					
13	5:09	1.34	RW					
14	8:45	Well Not Running	RW					
15	5:58	Well Not Running	DV					
16	5:06	Well Not Running	DV					
17	1:36	Well Not Running	DV					
18	8:11	Well Not Running	DV					
19	8:22	1.45	RS	404 E 2nd St.	R	0.36	0.41	CA
20	8:17	2.83	RS					
21	8:27	1.92	RS					
22	6:00	2.1	BK					
23	6:40	1.79	BK					
24	5:50	Well Not Running	BK					
25	5:55	Well Not Running	BK					
26	8:28	2.19	RS					
27	8:45	Well Not Running	RW					
28	8:35	0.66	RS					
29	7:55	Well Not Running	KM					
30	6:45	Well Not Running	KM					
31	8:13	Well Not Running	RS					

Notes:

Disinfectant Monitoring

PWS:	The City of Washington - Well # 7							
PWSID:	MO6010838							
County:	Franklin							
Month:	December-18					Chlorine Residual		
Date	Time	Free Cl (mg/l) @ Well	Sampler	Sample Point	Sample Type	Total	Free	Sampler
1	9:50	1.8	RS					
2	10:00	1.05	RS					
3	9:50	Well Not Running	RS					
4	10:18	Well Not Running	ST	200 E 14th	R	0.31	0.28	CA
5	10:48	Well Not Running	RS					
6	9:30	Well Not Running	RS					
7	9:20	0.56	RS					
8	3:10	Well Not Running	ST					
9	3:52	Well Not Running	ST					
10	10:06	Well Not Running	ST					
11	8:37	1.11	RS	200 E 14th	R	0.44	0.54	CA
12	8:13	0.66	RS					
13	10:43	Well Not Running	RW					
14	10:15	Well Not Running	RW					
15	6:25	Well Not Running	DV					
16	3:56	Well Not Running	DV					
17	9:06	Well Not Running	DV					
18	9:16	0.6	DV					
19	9:25	0.83	RS	1220 Lakeshore Dr.	R	0.58	0.6	CA
20	9:14	2.31	RS					
21	9:37	Well Not Running	RS					
22	7:12	Well Not Running	BK					
23	8:47	0.7	BK					
24	8:16	Well Not Running	BK					
25	8:30	Well Not Running	BK					
26	9:55	0.75	RS					
27	10:05	Well Not Running	RW					
28	9:49	1.05	RS					
29	8:50	Well Not Running	KM					
30	8:15	Well Not Running	KM					
31	8:50	Well Not Running	RS					

Notes:

Disinfectant Monitoring

PWS:	The City of Washington - Well # 8							
PWSID:	MO6010838							
County:	Franklin							
Month:	December-18					Chlorine Residual		
Date	Time	Free Cl (mg/l) @ Well	Sampler	Collection Point	Sample Type	Total	Free	Sampler
1	10:33	2.1	RS					
2	7:05	0.76	RS					
3	8:04	0.5	RS					
4	8:08	Well Not Running	ST	1220 Lakeshore D	R	1.08	1.11	CA
5	9:10	Well Not Running	RS					
6	7:41	Well Not Running	RS					
7	8:07	0.67	RS					
8	11:06	Well Not Running	ST					
9	11:05	Well Not Running	ST					
10	8:10	Well Not Running	ST					
11	7:17	0.5	RS	405 Jefferson St.	R	0.68	0.69	CA
12	7:20	0.78	RS					
13	8:42	Well Not Running	RW					
14	10:20	Well Not Running	RW					
15	5:52	Well Not Running	DV					
16	2:54	Well Not Running	DV					
17	1:00	Well Not Running	DV					
18	8:42	Well Not Running	DV					
19	7:53	0.83	RS	#4 Chamber Dr.	R	0.57	0.58	CA
20	7:53	0.88	RS					
21	8:01	1.06	RS					
22	8:05	Well Not Running	BK					
23	9:20	Well Not Running	BK					
24	8:52	Well Not Running	BK					
25	9:05	Well Not Running	BK					
26	7:54	0.75	RS					
27	8:41	Well Not Running	RW					
28	8:08	1.75	RS					
29	9:35	1.9	KM					
30	9:05	1.2	KM					
31	7:52	0.98	RS					

Notes:

Disinfectant Monitoring

PWS:	The City of Washington - Well # 9							
PWSID:	MO6010838							
County:	Franklin							
Month:	December-18					Chlorine Residual		
Date	Time	Free Cl (mg/l) @ Well	Sampler	Collection Point	Sample Type	Total	Free	Sampler
1	10:22	Well Not Running	RS					
2	7:00	0.5	RS					
3	7:54	Well Not Running	RS					
4	8:30	Out of Service	RS					
5		Out of Service						
6		Out of Service						
7		Out of Service						
8		Out of Service						
9		Out of Service						
10		Out of Service						
11		Out of Service						
12		Out of Service						
13		Out of Service						
14		Out of Service						
15		Out of Service						
16		Out of Service						
17		Out of Service						
18		Out of Service						
19		Out of Service						
20		Out of Service						
21		Out of Service						
22		Out of Service						
23		Out of Service						
24		Out of Service						
25		Out of Service						
26		Out of Service						
27		Out of Service						
28		Out of Service						
29		Out of Service						
30		Out of Service						
31		Out of Service						

Notes:

Disinfectant Monitoring

PWS:		The City of Washington - Well # 10						
PWSID:		MO6010838						
County:		Franklin						
Month:		December-18				Chlorine Residual		
Date	Time	Free Cl (mg/l) @ Well	Sampler	Collection Point	Sample Type	Total	Free	Sampler
1	8:42	Well ot Running	RS					
2	8:46	0.5	RS					
3	8:19	0.54	RS					
4	8:22	0.5	ST	515 Washington A	R	0.55	0.61	CA
5	9:30	0.59	RS					
6	7:52	0.52	RS					
7	8:20	0.55	RS					
8	11:16	0.6	ST					
9	11:13	0.63	ST					
10	8:21	0.83	ST					
11	7:28	0.88	RS	1220 Lakeshore D	R	0.76	0.76	CA
12	7:40	0.84	RS					
13	8:51	0.87	RW					
14	10:20	Well ot Running	RW					
15	5:44	Well ot Running	DV					
16	2:45	0.95	DV					
17	1:12	0.9	DV					
18	8:34	0.87	DV					
19	8:13	1.12	RS	515 Washington A	R	0.33	0.41	CA
20	8:04	1.08	RS					
21	8:14	1.2	RS					
22	5:50	1.02	BK					
23	6:33	0.85	BK					
24	5:40	0.86	BK					
25	5:45	0.81	BK					
26	8:16	1.25	RS					
27	8:00	Well ot Running	RW					
28	8:19	1.16	RS					
29	7:45	0.83	KM					
30	6:55	0.87	KM					
31	8:05	0.91	RS					

Notes:

Disinfectant Monitoring

PWS:	The City of Washington - Well # 11							
PWSID:	MO6010838							
County:	Franklin							
Month:	December-18					Chlorine Residual		
Date	Time	Free Cl (mg/l) @ Well	Sampler	Sample Point	Sample Type	Total	Free	Sampler
1	10:01	2.28	RS					
2	10:10	2.05	RS					
3	10:20	Well Not Running	RS					
4	10:29	Well Not Running	ST	405 Jefferson	R	1.18	1.09	CA
5	11:14	Well Not Running	RS					
6	9:42	Well Not Running	RS					
7	9:28	0.86	RS					
8	3:20	Well Not Running	ST					
9	3:58	Well Not Running	ST					
10	10:35	Well Not Running	ST					
11	8:48	0.93	RS	1 Scenic Dr	R	0.67	0.69	CA
12	8:21	0.67	RS					
13	10:04	Well Not Running	RW					
14	10:20	Well Not Running	RW					
15	6:53	0.5	DV					
16	4:04	Well Not Running	DV					
17	8:35	Well Not Running	DV					
18	9:23	Well Not Running	DV					
19	9:32	2.77	RS	405 Jefferson St	R	0.28	0.31	CA
20	9:40	1.47	RS					
21	10:02	2.6	RS					
22	7:28	2.58	BK					
23	9:00	2.99	BK					
24	8:30	Well Not Running	BK					
25	8:47	Well Not Running	BK					
26	10:23	1.97	RS					
27	10:22	Well Not Running	RW					
28	9:56	Well Not Running	RS					
29	8:35	2.98	KM					
30	8:35	Well Not Running	KM					
31	8:57	2.96	RS					

Notes: