

**MINUTES OF THE BOARD OF PUBLIC WORKS**  
**Tuesday, August 24, 2021**

The Regular Meeting of the Board of Public Works held on August 24, 2021 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	Steve Sullentrup	Absent
Council Representative	Mark Wessels	Present
Mayor	Sandy Lucy	Absent
City Administrator	Daren Lamb	Absent
Water/Wastewater Superintendent	Kevin Quaethem	Present
Water/Wastewater Secretary	Beverly Hoyt	Present
Public Works Director	John Nilges	Present
Assistant City Engineer	Andrea Lueken	Absent
Emergency Management Director	Mark Skornia	Absent
Fire Chief	Tim Frankenberg	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.**

**Minutes**

A motion made by Mr. Radetic and seconded by Mr. Richardson to approve the minutes from the regular July 27, 2021 meeting. The motion passed without dissent.

## Priority Items

There are no priority items.

## Wastewater

Slip Lining – A Notice to Proceed has been issued last Thursday. The crew will be in next week to do cleaning and inspection prior to the slip lining. This is going to be a big project and will be getting a lot of sewer lines lined that we have not been able to have lined in years. There is a good plan in place to concentrate in one area, get it done and then concentrate on another area, get that done. The way we use to do was a hit or miss, so we are focusing on areas that we were never able to before, because prior to two years ago slip lining companies could not slip line six inch because they did not have the equipment to cut the service laterals out. Technology has improved, and they now are able to do the 6” lines, so we are doing a lot of 6” lines that we had never been able to do before.

We have already done 2<sup>nd</sup> Street from High towards Stafford last year, so we will still be in that area branching out from our first original project, branching out there, we have two projects in tandem. We will finish one phase then move into the second phase after that to keep them in town. They will probably be in town about three (3) weeks. After that we will have the manhole lining company come in and line all the manholes like we did last year with the first project. It turned out really good, manholes are holding up really good. Once slip lined it can last indefinitely. They can be lined more than once but every time you slip line you reduce the interior diameter. In theory we should not have to slip line it again. We have slip lining out there that was done in 1999 and is still in good condition.

Is there a long term plan when the whole system will be slip lined? The problem with that is we really do not know what is underground, so PVC pipes we know are general to the south. When we got out to do inspections prior, we will get a better feel. On the list we had, there may have been 600 feet that were already slip lined that had not been documented that actually came off the budget. So it is a good tool to know what we have in the ground. The technology and tracking that we have now is a lot better.

The plan is we budgeted \$180,000.00 which is what wastewater typically budgets. We were able to tack on another \$150,000.00 from the storm water fund. Actually because storm water getting into sanitary is eligible to be spent with storm water. So we did that this year and we will do the same thing the next year.

We look to have this all complete in five years. If we stay as aggressive as we are now, we should be done in five to seven years. Depends on how things go, economy plays a big role in this. If things do not change, the way they are going, even slip lining companies will start having a tough time getting the material to do the job. So we are running into this with, fire hydrants. I just got an email from the supplier putting in the blower at the Treatment plan that was approved months ago. It has been extended a whole month for arrival because of delays in supplies, materials, and manufacturing.

Fiberglass took a big hit back in February. The goal is we would still like to see it all done in five to seven years. If we can meet that goal, which I am pretty confident that we can, with the funding available we can knock these out pretty quick.

Some of the older pipe does lose its form when it deteriorates, does it need to be dug up? No it takes the shape of the internal diameter of that pipe. So a good example underneath Washington Heights Dr. we actually did some storm sewers a couple years ago. It is a 36" storm sewer, it was metal pipe basically the bottom had rusted out due to salt coming off the streets. So we went in there and actually slurried the bottom with concrete, then came in a slip lined the whole thing. It just takes the shape of the inside pipe and then you have a permanent pipe for a really long time. It seals to keep water out but also is a brand new pipe. It has the structural durability and about a half inch thickness. There are different thicknesses you can use, the deeper the pipe the more thickness. Once it solidifies it is like PVC, it is an epoxy resin. It is really like a fiberglass sock that is coated in a resin bonding chemical. They pull this in and heat with steam that activates the resin and becomes a fiber glass piece of pipe with no joints.

If you can keep storm water out of your sanitary system and it is not being treated at the treatment plant. Which actually adds capacity to the plant, because you are not treating storm water going to the plant. We recently did a pipe for the Shoe Factory and there was a storm water pipe at 2<sup>nd</sup> & High. We were taking in almost 5 to 10% of your treatment plant when it rained out of those twin inflows now they are removed theoretically, what we treat is reduced, which gives you additional capacity and it's a good investment.

We pump everything that comes down this side of town so we are using less energy because we have two lifts stations we are running out of. It all ties together it is a great investment in the community as a whole, it reduces the cost of operation to a point, it's not a miracle but it does help.

### **Water**

We have an invoice from Cochran in the amount of \$1,247.50, staff recommends payment.

A motion was made by Mr. Richardson and second by Mr. Radetic for approval of Cochran Pay Request #5 in the amount of \$1,247.50. All in favor aye, all oppose, none. Proceed with payment of invoice.

### **Clay Street and Enduro Tower Repaint**

The contracts have been sent off to Worldwide Technologies for their signature. Once we get the contracts signed and back to us along with all the other paperwork, certificate of insurance and other documents, we will do a Notice to Proceed and a pre-construction meeting. We are still looking at starting the project the middle of September. If we start by September, we should be done by the end of October for completion. With the project they will not need to cover the way Crestview was done. They will still need to stand blast, they need to strip it down to the steel and re-prime and paint the inside and out. We are going back to the original tank both Clay and Enduro. The paint that is on Crestview will be the same exact paint. It has a 20-year life. We will still have to do annual or every 3-year inspection of the interior of the tank per DNR regulations. Worse case is we may have to power wash Crestview ever now and then when mold gets on there. I have noticed there has not been any mold generating on it and that may be because we have a mixer

inside. The water does not just sit in that same point it's always being stirred. We did use a paint that had anti-microbacterial in it. We are in the paperwork phase right now, once that's done we will start.

### **Old Business**

Last month we sent paperwork for a new pump to Council, the VFD, yes it did get passed on and is being built. I think it will be put in next week, once done we will do some testing on it and make sure it all works, at that point we should be completely done with the Meadow Lake Project. We haven't received any concerns or complaints from any of the residents at Meadow Lake. I think this turned out to be a really nice venture and something that was due for some time. All the gentlemen that worked on this did an outstanding job. The street department, their paving, engineering with John and Andrea, everybody. That was probably one of the best co-operative interdepartmental projects that we have had going on within the Public Works group. Just need to keep moving forward like that and we will go a long way.

Our stop time on traffic of 1.2 seconds was the longest the traffic had to sit, shorter than a stop light.

Mr. Wessels ask about the delinquent accounts during the month of July and the guidelines for delinquent accounts whether it has produced any results for people to be able to do paybacks over a period of time. This is being handled through finance and we do not see anything on it. Kevin does approve them occasionally but haven't seen a whole lot of people taking advantage yet. The reason last month there were none shut off, was we were working on Meadow Lake Farms so we concentrated on that and put them off for the time. We are doing shut offs today. We have about 51 that are 2-months behind. With regard to the 3 and 4 monthers, since we are taking care of curb stops now there is no conflict and we will be working on those. Use to you show up with a backhoe and everyone runs out wanting to know what you are doing.

We can get a report on how many have taken advantage of the payment plan. Before the plan was changed it was set so high it was hard for anyone to take advantage. I know there has been an increase in people utilizing the program to get caught up.

The biggest part of the discussion was the curb stops because it was a private thing going to a public thing that costs the City additional dollars. This does make the most sense, curb stops are our only tool and we need to maintain our tools. I can get you an update on that, the good thing is now if there is a problem with a curb stop we just go fix it and don't have to wait for letters to be sent out and then wait for responses.

### **Next Scheduled Meeting Date**

The next scheduled meeting date is September 28, 2021.

**Adjourn**

There being no further business the meeting adjourned on a motion by Mr. Mitchell and seconded by Mr. Richardson. All in favor aye, those oppose, none. We are adjourned.

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Prepared by: \_\_\_\_\_  
Beverly Hoyt  
Water/Wastewater Secretary

Adopted and Approved by the Board of Public Works:

Date: \_\_\_\_\_ Signature: \_\_\_\_\_  
Secretary

# Memo

**To:** Board of Public Works  
**From:** Kevin Quaethem, Public Works Superintendent  
**Date:** 9/13/2021  
**Re:** Pay Estimate #6  
Enduro & Clay Street Water Storage Tanks - Cochran Pay Request

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Attached is the sixth pay request of \$1,285.05, Invoice # 22528 from Cochran for the Interior & Exterior Recoating of Clay Street & Enduro Water Storage Tanks. Payment is recommended and the status is summarized below:

Contract Amount	\$54,000.00
Change Orders	\$ 0.00
Previous Pay Requests	\$15,257.25
Current Pay Request #6	\$ 1,285.05
Balance of Contract	\$38,742.75

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
John Vietmeier, Board of Public Works Chairman



City of Washington  
 Kevin Quathem  
 405 Jefferson Street  
 Washington, MO 63090

Invoice number 22528  
 Date 09/09/2021

Project **21-8553 Interior & Exterior Recoating of Clay Street & Enduro Water Storage Tanks**

	Amount		
<b>Interior &amp; Exterior Recoating of Clay Street &amp; Enduro Water Storage Tanks</b>			
	Contract Amount	24,950.00	
	Percent Complete	75.00	
	Prior Billed	17,465.00	
			Current Billed <u>1,247.50</u>
			Total <u>1,247.50</u>

**Interior & Exterior Recoating of Clay Street & Enduro Water Storage Tanks**  
 Reimbursables

	Units	Rate	Billed Amount
Shipping & Delivery			37.55
<i>08/17 - J. Chamberlain; Worldwide Industries Corp.</i>			
			Subtotal <u>37.55</u>
Interior & Exterior Recoating of Clay Street & Enduro Water Storage Tanks subtotal			37.55

Invoice total **1,285.05**

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
22347	08/13/2021	1,247.50	1,247.50				
22528	09/09/2021	1,285.05	1,285.05				
	Total	2,532.55	2,532.55	0.00	0.00	0.00	0.00

*Interest of 1.5% per month will be charged to all accounts past due. Please Reference Invoice Number on Check.*

**NOTICE TO OWNER:**

**FAILURE OF THIS CONTRACTOR TO PAY THOSE PERSONS SUPPLYING MATERIAL OR SERVICES TO COMPLETE THIS CONTRACT CAN RESULT IN THE FILING OF A MECHANIC'S LIEN ON THE PROPERTY WHICH IS THE SUBJECT OF THIS CONTRACT PURSUANT TO CHAPTER 429, RSMo. TO AVOID THIS RESULT, YOU MAY ASK THIS CONTRACTOR FOR "LIEN WAIVERS" FROM ALL PERSONS SUPPLYING MATERIAL OR SERVICES FOR THE WORK DESCRIBED IN THIS CONTRACT. FAILURE TO SECURE LIEN WAIVERS MAY RESULT IN YOU PAYING FOR LABOR AND MATERIAL TWICE.**

**NOTICE: THERE WILL BE A THREE PERCENT (3%) CONVENIENCE FEE ADDED TO ANY PAYMENTS MADE BY CREDIT CARD**





	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 400 - WATER FUND</b>						
<b>Revenue</b>						
<a href="#">400-35-000-431120</a>				158.11	158.11	0.00 %
<a href="#">400-35-000-450600</a>			2,148.07	19,226.82	-2,773.18	12.61 %
<a href="#">400-35-000-450900</a>			1,775.00	63,471.80	48,471.80	423.15 %
<a href="#">400-35-000-453100</a>	1,650,000.00	1,650,000.00	166,805.22	1,527,426.05	-122,573.95	7.43 %
<a href="#">400-35-000-453200</a>	30,000.00	30,000.00	2,709.84	40,814.02	10,814.02	136.05 %
<a href="#">400-35-000-453500</a>	25,000.00	25,000.00	4,800.00	62,800.00	37,800.00	251.20 %
<a href="#">400-35-000-453550</a>	1,000.00	1,000.00	500.00	2,325.00	1,325.00	232.50 %
<a href="#">400-35-000-453600</a>	1,300.00	1,300.00	526.48	618.22	-681.78	52.44 %
<a href="#">400-35-000-453700</a>	3,000.00	3,000.00	1,814.78	4,026.13	1,026.13	134.20 %
<a href="#">400-35-000-461200</a>	32,910.00	32,910.00	3,884.95	60,564.51	27,654.51	184.03 %
<a href="#">400-35-000-480000</a>	25,000.00	25,000.00	0.00	8,337.12	-16,662.88	66.65 %
<a href="#">400-35-000-490000</a>	0.00	0.00	0.00	24,500.00	24,500.00	0.00 %
<b>Revenue Total:</b>	<b>1,805,210.00</b>	<b>1,805,210.00</b>	<b>184,964.34</b>	<b>1,814,267.78</b>	<b>9,057.78</b>	<b>0.50%</b>
<b>Expense</b>						
<a href="#">400-35-000-510100</a>	364,920.00	375,940.00	28,928.80	331,462.60	44,477.40	11.83 %
<a href="#">400-35-000-510150</a>	200.00	200.00	0.00	200.00	0.00	0.00 %
<a href="#">400-35-000-510200</a>	5,150.00	5,310.00	0.00	0.00	5,310.00	100.00 %
<a href="#">400-35-000-510300</a>	16,000.00	16,480.00	1,628.92	21,328.62	-4,848.62	-29.42 %
<a href="#">400-35-000-511100</a>	29,550.00	30,440.00	2,216.50	25,715.88	4,724.12	15.52 %
<a href="#">400-35-000-511300</a>	78,600.00	74,110.00	6,910.86	74,495.41	-385.41	-0.52 %
<a href="#">400-35-000-511400</a>	5,000.00	5,000.00	395.76	4,340.00	660.00	13.20 %
<a href="#">400-35-000-511600</a>	530.00	530.00	47.35	503.02	26.98	5.09 %
<a href="#">400-35-000-511700</a>	23,620.00	24,330.00	1,894.60	21,873.39	2,456.61	10.10 %
<a href="#">400-35-000-512605</a>	600.00	600.00	0.00	280.00	320.00	53.33 %
<a href="#">400-35-000-512700</a>	10,800.00	10,800.00	0.00	2,906.02	7,893.98	73.09 %
<a href="#">400-35-000-520100</a>	0.00	0.00	0.00	4,950.00	-4,950.00	0.00 %
<a href="#">400-35-000-520250</a>	134,360.00	134,360.00	0.00	111,966.70	22,393.30	16.67 %
<a href="#">400-35-000-520300</a>	33,920.00	33,920.00	841.25	20,363.25	13,556.75	39.97 %
<a href="#">400-35-000-520400</a>	28,650.00	28,650.00	91.67	37,688.39	-9,038.39	-31.55 %
<a href="#">400-35-000-521300</a>	0.00	0.00	0.00	45.00	-45.00	0.00 %
<a href="#">400-35-000-521530</a>	12,160.00	12,160.00	0.00	1,620.00	10,540.00	86.68 %
<a href="#">400-35-000-521540</a>	1,500.00	1,500.00	101.64	1,632.87	-132.87	-8.86 %
<a href="#">400-35-000-521560</a>	12,500.00	12,500.00	0.00	12,397.91	102.09	0.82 %
<a href="#">400-35-000-521620</a>	13,880.00	13,880.00	0.00	8,117.03	5,762.97	41.52 %
<a href="#">400-35-000-521630</a>	12,000.00	12,000.00	0.00	5,680.79	6,319.21	52.66 %
<a href="#">400-35-000-521635</a>	10,000.00	10,000.00	0.00	5,282.01	4,717.99	47.18 %
<a href="#">400-35-000-521636</a>	27,250.00	27,250.00	10,990.00	12,990.00	14,260.00	52.33 %
<a href="#">400-35-000-521640</a>	2,300.00	2,300.00	18.48	289.52	2,010.48	87.41 %
<a href="#">400-35-000-522100</a>	600.00	600.00	0.00	279.10	320.90	53.48 %
<a href="#">400-35-000-522200</a>	38,900.00	38,900.00	0.00	34,942.70	3,957.30	10.17 %
<a href="#">400-35-000-522210</a>	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">400-35-000-522300</a>	1,600.00	1,600.00	0.00	836.66	763.34	47.71 %
<a href="#">400-35-000-522400</a>	6,000.00	6,000.00	36.88	2,319.28	3,680.72	61.35 %
<a href="#">400-35-000-522500</a>	2,000.00	2,000.00	0.00	921.25	1,078.75	53.94 %
<a href="#">400-35-000-522600</a>	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<a href="#">400-35-000-522700</a>	3,350.00	3,350.00	0.00	3,245.00	105.00	3.13 %
<a href="#">400-35-000-522900</a>	11,000.00	11,000.00	900.00	12,074.77	-1,074.77	-9.77 %
<a href="#">400-35-000-522950</a>	12,000.00	12,000.00	1,692.19	17,790.97	-5,790.97	-48.26 %
<a href="#">400-35-000-530410</a>	2,100.00	2,100.00	0.00	3,715.91	-1,615.91	-76.95 %
<a href="#">400-35-000-530415</a>	4,000.00	4,000.00	12.32	11,253.13	-7,253.13	-181.33 %

**Budget Report**

**For Fiscal: 2020-2021 Period Ending: 08/31/2021**

		<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>Period Activity</b>	<b>Fiscal Activity</b>	<b>Variance Favorable (Unfavorable)</b>	<b>Percent Remaining</b>
<a href="#">400-35-000-530420</a>	Office Supplies	1,000.00	1,000.00	64.46	611.49	388.51	38.85 %
<a href="#">400-35-000-530500</a>	Asphalt/Rock/Cement	20,000.00	20,000.00	140.84	33,343.63	-13,343.63	-66.72 %
<a href="#">400-35-000-530600</a>	Straw/Seeding/Plants	500.00	500.00	0.00	49.75	450.25	90.05 %
<a href="#">400-35-000-530700</a>	Uniforms & Clothing	1,200.00	1,200.00	0.00	1,413.78	-213.78	-17.82 %
<a href="#">400-35-000-530800</a>	General Supplies	3,000.00	3,000.00	108.92	4,248.39	-1,248.39	-41.61 %
<a href="#">400-35-000-531110</a>	Electricity	180,000.00	180,000.00	24,009.96	142,579.53	37,420.47	20.79 %
<a href="#">400-35-000-531120</a>	Heating Fuel	2,200.00	2,200.00	0.00	2,259.74	-59.74	-2.72 %
<a href="#">400-35-000-531300</a>	Gasoline & Oil	12,500.00	12,500.00	0.00	11,700.18	799.82	6.40 %
<a href="#">400-35-000-532100</a>	Meters & Hydrants	51,875.00	51,875.00	0.00	39,229.79	12,645.21	24.38 %
<a href="#">400-35-000-532200</a>	Pipe & Fittings	33,000.00	33,000.00	0.00	31,105.76	1,894.24	5.74 %
<a href="#">400-35-000-533100</a>	Chemicals	15,000.00	15,000.00	1,193.44	12,311.31	2,688.69	17.92 %
<a href="#">400-35-000-533300</a>	Janitorial Supplies	200.00	200.00	42.53	193.19	6.81	3.41 %
<a href="#">400-35-000-534100</a>	Depreciation Expense	420,000.00	420,000.00	0.00	0.00	420,000.00	100.00 %
<a href="#">400-35-000-534200</a>	SmallTools/Equipment/Furnishings	36,170.00	36,170.00	54.55	17,635.23	18,534.77	51.24 %
<a href="#">400-35-000-541100</a>	Improvements Other Than Building	520,000.00	593,500.00	0.00	65,179.21	528,320.79	89.02 %
<a href="#">400-35-000-541110</a>	Water System Improvements	125,000.00	265,000.00	1,425.78	158,011.66	106,988.34	40.37 %
<a href="#">400-35-000-542100</a>	Vehicles	96,000.00	96,000.00	0.00	49,633.98	46,366.02	48.30 %
<a href="#">400-35-000-542200</a>	Machinery & Equipment	50,000.00	50,000.00	0.00	25,030.77	24,969.23	49.94 %
<a href="#">400-35-000-559200</a>	Bond/Note Principal	208,300.00	208,300.00	0.00	0.00	208,300.00	100.00 %
<a href="#">400-35-090-559110</a>	Interest Expense	146,100.00	146,100.00	0.00	0.00	146,100.00	100.00 %
<a href="#">400-35-090-559140</a>	Amortization Bond Issuance Costs	-21,485.00	-21,485.00	0.00	0.00	-21,485.00	100.00 %
	<b>Expense Total:</b>	<b>2,808,600.00</b>	<b>3,030,870.00</b>	<b>83,747.70</b>	<b>1,388,044.57</b>	<b>1,642,825.43</b>	<b>54.20%</b>
	<b>Fund: 400 - WATER FUND Surplus (Deficit):</b>	<b>-1,003,390.00</b>	<b>-1,225,660.00</b>	<b>101,216.64</b>	<b>426,223.21</b>	<b>1,651,883.21</b>	<b>134.77%</b>

**Fund: 410 - SEWAGE TREATMENT FUND**

<b>Revenue</b>							
<a href="#">410-36-000-418500</a>	Sanitary Sewer District	24,000.00	24,000.00	0.00	39,666.78	15,666.78	165.28 %
<a href="#">410-36-000-431120</a>	Federal grants-operating	0.00	0.00	0.00	669.50	669.50	0.00 %
<a href="#">410-36-000-450600</a>	Penalties/Interest Charges	40,000.00	40,000.00	2,568.97	29,039.01	-10,960.99	27.40 %
<a href="#">410-36-000-450900</a>	Revenues-All Other	5,000.00	5,000.00	0.00	3,497.44	-1,502.56	30.05 %
<a href="#">410-36-000-454100</a>	Sewer Service Charges	2,500,000.00	2,500,000.00	210,827.47	2,223,561.97	-276,438.03	11.06 %
<a href="#">410-36-000-454125</a>	Surcharge Fees	22,000.00	22,000.00	5,451.98	18,272.75	-3,727.25	16.94 %
<a href="#">410-36-000-454150</a>	Leachate Disposal Charge	45,000.00	45,000.00	2,040.00	39,355.00	-5,645.00	12.54 %
<a href="#">410-36-000-454200</a>	Sewer Connection Charges	40,000.00	40,000.00	8,703.00	100,052.20	60,052.20	250.13 %
<a href="#">410-36-000-480000</a>	Investment Income	15,000.00	15,000.00	0.00	4,309.12	-10,690.88	71.27 %
<a href="#">410-36-000-480200</a>	Investment Income.-Bond Acct.	315,000.00	315,000.00	0.00	112.10	-314,887.90	99.96 %
	<b>Revenue Total:</b>	<b>3,006,000.00</b>	<b>3,006,000.00</b>	<b>229,591.42</b>	<b>2,458,535.87</b>	<b>-547,464.13</b>	<b>18.21%</b>

<b>Expense</b>							
<a href="#">410-36-000-510100</a>	Salaries/Wages-Regular	172,220.00	177,420.00	13,480.00	160,990.88	16,429.12	9.26 %
<a href="#">410-36-000-510200</a>	Wages-PartTime/Permanent	5,150.00	5,310.00	0.00	0.00	5,310.00	100.00 %
<a href="#">410-36-000-510300</a>	Salaries/Wages-Overtime	3,750.00	3,865.00	759.64	6,859.37	-2,994.37	-77.47 %
<a href="#">410-36-000-511100</a>	FICA Taxes	13,950.00	14,370.00	1,030.41	12,231.57	2,138.43	14.88 %
<a href="#">410-36-000-511300</a>	Health Insurance	40,370.00	38,130.00	3,232.16	34,987.39	3,142.61	8.24 %
<a href="#">410-36-000-511400</a>	Dental Insurance	2,380.00	2,380.00	191.70	2,173.70	206.30	8.67 %
<a href="#">410-36-000-511600</a>	Life Insurance	280.00	280.00	21.75	245.40	34.60	12.36 %
<a href="#">410-36-000-511700</a>	LAGERS Retirement Plan	11,160.00	11,520.00	882.87	10,406.88	1,113.12	9.66 %
<a href="#">410-36-000-512605</a>	Employee Incentive Program	200.00	200.00	0.00	105.00	95.00	47.50 %
<a href="#">410-36-000-512700</a>	HRA Deductible	4,500.00	4,500.00	0.00	657.18	3,842.82	85.40 %
<a href="#">410-36-000-520250</a>	Administration, Finance & IT Depar	67,005.00	67,005.00	0.00	55,837.50	11,167.50	16.67 %
<a href="#">410-36-000-520300</a>	Technical Services	1,300.00	1,300.00	571.25	17,637.94	-16,337.94	-1,256.76 %
<a href="#">410-36-000-520400</a>	Other Contracted Services	14,500.00	14,500.00	91.66	5,836.64	8,663.36	59.75 %
<a href="#">410-36-000-521530</a>	Lawn & Grounds Care Services	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
<a href="#">410-36-000-521540</a>	Uniform Cleaning Service	1,000.00	1,000.00	43.56	682.44	317.56	31.76 %
<a href="#">410-36-000-521560</a>	Building Repair & Maintenance	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">410-36-000-521620</a>	Equipment Repair & Maintenance	23,680.00	23,680.00	0.00	23,577.73	102.27	0.43 %
<a href="#">410-36-000-521630</a>	Vehicle Repair & Maintenance	2,000.00	2,000.00	0.00	516.15	1,483.85	74.19 %
<a href="#">410-36-000-521640</a>	Equipment Rental	1,500.00	1,500.00	18.48	289.52	1,210.48	80.70 %
<a href="#">410-36-000-522100</a>	Advertising	500.00	500.00	0.00	0.00	500.00	100.00 %

**Budget Report**

**For Fiscal: 2020-2021 Period Ending: 08/31/2021**

		<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>Period Activity</b>	<b>Fiscal Activity</b>	<b>Variance Favorable (Unfavorable)</b>	<b>Percent Remaining</b>
<a href="#">410-36-000-522200</a>	Property, Liability & Casualty Insura	20,000.00	20,000.00	0.00	17,838.20	2,161.80	10.81 %
<a href="#">410-36-000-522210</a>	Self-Insurance Deductible	300.00	300.00	0.00	0.00	300.00	100.00 %
<a href="#">410-36-000-522300</a>	Printing/Duplicating	800.00	800.00	0.00	418.34	381.66	47.71 %
<a href="#">410-36-000-522400</a>	Telephone	3,500.00	3,500.00	36.88	1,583.12	1,916.88	54.77 %
<a href="#">410-36-000-522410</a>	Telephone-Alarm Control	5,000.00	5,000.00	0.00	4,254.72	745.28	14.91 %
<a href="#">410-36-000-522500</a>	Training/Seminars	1,000.00	1,000.00	0.00	620.00	380.00	38.00 %
<a href="#">410-36-000-522600</a>	Travel	700.00	700.00	0.00	0.00	700.00	100.00 %
<a href="#">410-36-000-522700</a>	Professional Dues & Memberships	500.00	500.00	0.00	80.00	420.00	84.00 %
<a href="#">410-36-000-522900</a>	Postage	6,000.00	6,000.00	450.00	5,172.85	827.15	13.79 %
<a href="#">410-36-000-522950</a>	Credit Card Fees	12,000.00	12,000.00	1,692.19	17,790.86	-5,790.86	-48.26 %
<a href="#">410-36-000-530200</a>	Lab Supplies	50.00	50.00	0.00	0.00	50.00	100.00 %
<a href="#">410-36-000-530410</a>	Parts-Vehicle	5,300.00	5,300.00	0.00	3,100.71	2,199.29	41.50 %
<a href="#">410-36-000-530415</a>	Parts-Equipment	8,000.00	8,000.00	46.60	2,991.89	5,008.11	62.60 %
<a href="#">410-36-000-530420</a>	Office Supplies	500.00	500.00	14.80	343.48	156.52	31.30 %
<a href="#">410-36-000-530500</a>	Asphalt/Rock/Cement	25,000.00	25,000.00	117.10	3,522.66	21,477.34	85.91 %
<a href="#">410-36-000-530600</a>	Straw/Seeding/Plants	500.00	500.00	0.00	123.50	376.50	75.30 %
<a href="#">410-36-000-530700</a>	Uniforms & Clothing	500.00	500.00	0.00	587.23	-87.23	-17.45 %
<a href="#">410-36-000-530800</a>	General Supplies	1,500.00	1,500.00	0.00	672.52	827.48	55.17 %
<a href="#">410-36-000-531110</a>	Electricity	41,000.00	41,000.00	5,158.31	36,726.56	4,273.44	10.42 %
<a href="#">410-36-000-531120</a>	Heating Fuel	2,500.00	2,500.00	0.00	2,259.75	240.25	9.61 %
<a href="#">410-36-000-531300</a>	Gasoline & Oil	8,000.00	8,000.00	0.00	9,539.16	-1,539.16	-19.24 %
<a href="#">410-36-000-532200</a>	Pipe & Fittings	7,000.00	7,000.00	0.00	3,828.98	3,171.02	45.30 %
<a href="#">410-36-000-532270</a>	Manhole Replacement Program	10,000.00	10,000.00	1,285.59	1,285.59	8,714.41	87.14 %
<a href="#">410-36-000-533100</a>	Chemicals	2,200.00	2,200.00	0.00	8.99	2,191.01	99.59 %
<a href="#">410-36-000-533300</a>	Janitorial Supplies	400.00	400.00	42.53	139.57	260.43	65.11 %
<a href="#">410-36-000-534100</a>	Depreciation Expense	255,000.00	255,000.00	0.00	0.00	255,000.00	100.00 %
<a href="#">410-36-000-534200</a>	SmallTools/Equipment/Furnishings	10,325.00	10,325.00	67.09	5,384.76	4,940.24	47.85 %
<a href="#">410-36-000-541100</a>	Improvements Other Than Building	200,000.00	425,000.00	0.00	0.00	425,000.00	100.00 %
<a href="#">410-36-000-541120</a>	Sanitary Sewer System Improve	17,000.00	137,000.00	8,000.00	153,688.76	-16,688.76	-12.18 %
<a href="#">410-36-000-542100</a>	Vehicles	45,000.00	45,000.00	0.00	0.00	45,000.00	100.00 %
<a href="#">410-36-090-559110</a>	Interest Expense	460,300.00	460,300.00	0.00	168,704.77	291,595.23	63.35 %
<a href="#">410-36-090-559120</a>	Agent Fees	55,000.00	55,000.00	0.00	51,872.74	3,127.26	5.69 %
<a href="#">410-36-090-559130</a>	Amortization of Bond Discount/Pre	-20,780.00	-20,780.00	0.00	0.00	-20,780.00	100.00 %
<a href="#">410-36-090-559200</a>	Bond/Note Principal	1,010,000.00	1,010,000.00	-27,049.53	1,010,000.00	0.00	0.00 %
<a href="#">410-36-361-510100</a>	Salaries/Wages-Regular	228,410.00	235,310.00	18,277.61	218,326.30	16,983.70	7.22 %
<a href="#">410-36-361-510300</a>	Salaries/Wages-Overtime	3,750.00	3,865.00	280.59	8,913.19	-5,048.19	-130.61 %
<a href="#">410-36-361-511100</a>	FICA Taxes	17,670.00	18,200.00	1,348.11	16,613.70	1,586.30	8.72 %
<a href="#">410-36-361-511300</a>	Health Insurance	51,110.00	48,120.00	4,109.46	44,681.38	3,438.62	7.15 %
<a href="#">410-36-361-511400</a>	Dental Insurance	3,010.00	3,010.00	204.03	2,319.06	690.94	22.95 %
<a href="#">410-36-361-511600</a>	Life Insurance	360.00	360.00	30.42	340.03	19.97	5.55 %
<a href="#">410-36-361-511700</a>	LAGERS Retirement Plan	14,140.00	14,540.00	1,150.58	14,088.51	451.49	3.11 %
<a href="#">410-36-361-512605</a>	Employee Incentive Program	400.00	400.00	0.00	140.00	260.00	65.00 %
<a href="#">410-36-361-512700</a>	HRA Deductible	5,400.00	5,400.00	0.00	55.51	5,344.49	98.97 %
<a href="#">410-36-361-520250</a>	Administration, Finance & IT Depar	67,005.00	67,005.00	0.00	55,837.50	11,167.50	16.67 %
<a href="#">410-36-361-520300</a>	Technical Services	15,000.00	15,000.00	713.00	11,945.85	3,054.15	20.36 %
<a href="#">410-36-361-520400</a>	Other Contracted Services	21,985.00	21,985.00	0.00	4,678.05	17,306.95	78.72 %
<a href="#">410-36-361-521540</a>	Uniform Cleaning Service	1,500.00	1,500.00	38.72	922.56	577.44	38.50 %
<a href="#">410-36-361-521560</a>	Building Repair & Maintenance	1,500.00	1,500.00	113.62	128.29	1,371.71	91.45 %
<a href="#">410-36-361-521620</a>	Equipment Repair & Maintenance	39,380.00	39,380.00	4,975.00	37,505.99	1,874.01	4.76 %
<a href="#">410-36-361-521630</a>	Vehicle Repair & Maintenance	6,000.00	6,000.00	0.00	1,145.69	4,854.31	80.91 %
<a href="#">410-36-361-521640</a>	Equipment Rental	600.00	600.00	0.00	0.00	600.00	100.00 %
<a href="#">410-36-361-522200</a>	Property, Liability & Casualty Insura	23,200.00	23,200.00	0.00	21,164.73	2,035.27	8.77 %
<a href="#">410-36-361-522210</a>	Self-Insurance Deductible	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">410-36-361-522300</a>	Printing/Duplicating	1,050.00	1,050.00	0.00	418.34	631.66	60.16 %
<a href="#">410-36-361-522400</a>	Telephone	8,000.00	8,000.00	36.88	5,470.78	2,529.22	31.62 %
<a href="#">410-36-361-522500</a>	Training/Seminars	800.00	800.00	0.00	545.00	255.00	31.88 %
<a href="#">410-36-361-522600</a>	Travel	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">410-36-361-522700</a>	Professional Dues & Memberships	200.00	200.00	0.00	115.00	85.00	42.50 %

**Budget Report**

**For Fiscal: 2020-2021 Period Ending: 08/31/2021**

		<b>Original</b>	<b>Current</b>	<b>Period</b>	<b>Fiscal</b>	<b>Variance</b>	<b>Percent</b>
		<b>Total Budget</b>	<b>Total Budget</b>	<b>Activity</b>	<b>Activity</b>	<b>(Unfavorable)</b>	<b>Remaining</b>
<u>410-36-361-522900</u>	Postage	5,000.00	5,000.00	494.50	5,334.96	-334.96	-6.70 %
<u>410-36-361-530200</u>	Lab Supplies	8,000.00	8,000.00	39.48	1,227.29	6,772.71	84.66 %
<u>410-36-361-530410</u>	Parts-Vehicle	1,000.00	1,000.00	0.00	1,369.92	-369.92	-36.99 %
<u>410-36-361-530415</u>	Parts-Equipment	35,000.00	35,000.00	750.94	14,975.06	20,024.94	57.21 %
<u>410-36-361-530420</u>	Office Supplies	200.00	200.00	0.00	25.39	174.61	87.31 %
<u>410-36-361-530500</u>	Asphalt/Rock/Cement	3,000.00	3,000.00	0.00	3,033.89	-33.89	-1.13 %
<u>410-36-361-530600</u>	Straw/Seeding/Plants	500.00	500.00	0.00	42.08	457.92	91.58 %
<u>410-36-361-530700</u>	Uniforms & Clothing	400.00	400.00	94.99	363.83	36.17	9.04 %
<u>410-36-361-530800</u>	General Supplies	2,000.00	2,000.00	158.01	1,326.26	673.74	33.69 %
<u>410-36-361-531110</u>	Electricity	190,000.00	190,000.00	20,582.90	136,455.10	53,544.90	28.18 %
<u>410-36-361-531120</u>	Heating Fuel	17,000.00	17,000.00	0.00	16,522.77	477.23	2.81 %
<u>410-36-361-531300</u>	Gasoline & Oil	3,500.00	3,500.00	0.00	361.07	3,138.93	89.68 %
<u>410-36-361-532200</u>	Pipe & Fittings	1,500.00	1,500.00	0.00	785.21	714.79	47.65 %
<u>410-36-361-533100</u>	Chemicals	18,300.00	18,300.00	0.00	12,094.53	6,205.47	33.91 %
<u>410-36-361-534100</u>	Depreciation Expense	925,000.00	925,000.00	0.00	0.00	925,000.00	100.00 %
<u>410-36-361-534200</u>	Small Tools/Equipment/Furnishings	13,425.00	13,425.00	1,416.71	7,338.23	6,086.77	45.34 %
<u>410-36-361-541100</u>	Improvements other than Buildings	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
<u>410-36-361-542200</u>	Machinery & Equipment	77,000.00	77,000.00	0.00	0.00	77,000.00	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 %
	<b>Expense Total:</b>	<b>4,453,535.00</b>	<b>4,807,505.00</b>	<b>65,000.59</b>	<b>2,482,186.05</b>	<b>2,325,318.95</b>	<b>48.37%</b>
	<b>Fund: 410 - SEWAGE TREATMENT FUND Surplus (Deficit):</b>	<b>-1,447,535.00</b>	<b>-1,801,505.00</b>	<b>164,590.83</b>	<b>-23,650.18</b>	<b>1,777,854.82</b>	<b>98.69%</b>
	<b>Report Surplus (Deficit):</b>	<b>-2,450,925.00</b>	<b>-3,027,165.00</b>	<b>265,807.47</b>	<b>402,573.03</b>	<b>3,429,738.03</b>	<b>113.30%</b>

**Group Summary**

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 400 - WATER FUND</b>						
Revenue	1,805,210.00	1,805,210.00	184,964.34	1,814,267.78	9,057.78	0.50%
Expense	2,808,600.00	3,030,870.00	83,747.70	1,388,044.57	1,642,825.43	54.20%
<b>Fund: 400 - WATER FUND Surplus (Deficit):</b>	<b>-1,003,390.00</b>	<b>-1,225,660.00</b>	<b>101,216.64</b>	<b>426,223.21</b>	<b>1,651,883.21</b>	<b>134.77%</b>
<b>Fund: 410 - SEWAGE TREATMENT FUND</b>						
Revenue	3,006,000.00	3,006,000.00	229,591.42	2,458,535.87	-547,464.13	18.21%
Expense	4,453,535.00	4,807,505.00	65,000.59	2,482,186.05	2,325,318.95	48.37%
<b>Fund: 410 - SEWAGE TREATMENT FUND Surplus (Deficit):</b>	<b>-1,447,535.00</b>	<b>-1,801,505.00</b>	<b>164,590.83</b>	<b>-23,650.18</b>	<b>1,777,854.82</b>	<b>98.69%</b>
<b>Report Surplus (Deficit):</b>	<b>-2,450,925.00</b>	<b>-3,027,165.00</b>	<b>265,807.47</b>	<b>402,573.03</b>	<b>3,429,738.03</b>	<b>113.30%</b>

**Fund Summary**

<b>Fund</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>Period Activity</b>	<b>Fiscal Activity</b>	<b>Variance Favorable (Unfavorable)</b>
400 - WATER FUND	-1,003,390.00	-1,225,660.00	101,216.64	426,223.21	1,651,883.21
410 - SEWAGE TREATMENT FUND	-1,447,535.00	-1,801,505.00	164,590.83	-23,650.18	1,777,854.82
<b>Report Surplus (Deficit):</b>	<b>-2,450,925.00</b>	<b>-3,027,165.00</b>	<b>265,807.47</b>	<b>402,573.03</b>	<b>3,429,738.03</b>

## Memorandum

**TO:** Darren Lamb, City Administrator  
Board of Public Works

**FROM:** Kevin Quaethem, Water and Wastewater Superintendent

**DATE:** September 24, 2021

**RE:** Work Performed by the Water and Wastewater Departments

### STATUS OF MAJOR CONTRACTS – AUGUST 2021

PROJECT	VENDOR	CONTRACT AMOUNT	PREVIOUSLY APPROVED	CURRENTLY APPROVED	BALANCE
Enduro & Clay St Water Storage Tanks	Cochran Eng.	\$54,000.00	\$5,266.00	\$1,247.50	\$38,742.75
Interior & Exterior Recoating – Clay St & Enduro Tanks	Worldwide Industries Corp	\$593,500.00	-0-	-0-	\$593,500.00

### AUGUST 2021

Water Pumped August 2021..... 70,668,200 2.28 mgd  
Wastewater Effluent Flow August 2021.....61,990,000 2.00 mgd  
Missouri One Call Locate messages received August 2021.....258  
Meters Issued as new.....6  
Meters Replaced .....0  
Meters Issued as new for irrigation systems .....0  
Service Requests/Meter Appts./Work Orders Completed August 2021. ....42  
Sewer Routines .....30  
Delinquent Accounts actually shut off in August 2021.....36

### WATER DEPARTMENT FIELD WORK PERFORMED – AUGUST 2021

- |  |  |
|--|--|
| <ol style="list-style-type: none"> <li>1. Shop Maintenance</li> <li>2. Meter/Swapping/Repair</li> <li>3. Repair/Replace/Number Hydrants</li> <li>4. Check Wells/Lift Stations/Heaters</li> <li>5. Missouri One Call Locates</li> <li>6. Hydrant Flushing/Painting</li> <li>7. Maintenance on Wells</li> <li>8. Oversee / Hydrant Flow Test/Walmart</li> <li>9. Replace Fire Hydrant – South Point</li> </ol> | <ol style="list-style-type: none"> <li>10. Lafayette &amp; W Main / Sinkhole</li> <li>11. Pavement Patch Work</li> <li>12. Pour Concrete @ Parkview</li> <li>13. Water Break @ 2318 Rabbit Trail</li> <li>14. Repair Curb Stop/124 Market</li> <li>15. Power Wash Fence @ Well 10</li> <li>16. Dug Manhole on Stafford &amp; Horn</li> </ol> |
|--|--|

## **WASTEWATER DEPARTMENT FIELD WORK PERFORMED – AUGUST 2021**

1. Sewer Routines
2. Daily lab work and routines.
3. Cleaned belt press.
4. Clean Process Filters
5. Run belt press.
6. Sewer Main @ Lafayette
7. Worked on UV Lights
8. Cleaned Lines for Slip Lining
9. Replace Pump @ Walnut Lift
10. Install New Manhole @ 312 Williams
11. Televiser Sewer MH's for Slip Lining
12. Hauled Sludge Across River

## **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.



Missouri Department of Natural Resources  
 Division of Environmental Quality  
**Microbiological Analysis Report**

P.O. Box 176  
 Jefferson City, MO 65102  
 314--751-5331

Public Water System Name <b>Washington Water Dept.</b>				Laboratory Name <b>Franklin County Lab</b> <b>7419 Hwy 47 Ste. A Union, MO</b>			
Street Address <b>405 Jefferson Street</b>				Certification Number <b>00700</b>			
City <b>Washington</b>		Zip Code <b>63090</b>					
County <b>Franklin</b>		I.D. Number <b>MO6010838</b>					
Date M/D/Y	Collection Point	Sample Type	Location Code	Sample Results		Chlorine Residual	
				Coliform	E-coli	Total	Free
8/3/21	4 Chamber	R	R-3	A	A	0.25	0.21
8/3/21	550 E. 14th St	R	R-5	A	A	0.41	0.36
8/3/21	2556 King Crest Ct	R	R-7	A	A	0.59	0.55
8/3/21	519 Wash Ave	R	R-12	A	A	0.55	0.47
8/3/21	1899 Pheonix Center Dr	R	R-9	A	A	0.54	0.50
8/10/21	4 Chamber	R	R-3	A	A	0.31	0.28
8/10/21	1 Nickridge Dr	R	R-15	A	A	0.41	0.36
8/10/21	1901 West Main	R	R-17	A	A	1.09	0.96
8/10/21	1220 Lakeshore Dr	R	R-1	A	A	0.23	0.21
8/10/21	1811 E 9th St	R	R-10	A	A	0.29	0.23
8/17/21	4 Chamber	R	R-3	A	A	0.26	0.21
8/17/21	1901 West Main	R	R-17	A	A	1.58	1.31
8/17/21	1 Scenic Dr	R	R-11	A	A	0.33	0.28
8/17/21	519 Wash Ave	R	R-12	A	A	1.40	1.29
8/17/21	6354 Bluff Rd	R	R-18	A	A	1.52	1.47
				Signed: Kristen Wideman		Date: 8/19/2021	
Total Routine Samples: 15				Title: Lab Assistant			
Monitoring Violation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No							