

MINUTES OF THE BOARD OF PUBLIC WORKS

Tuesday May 24, 2022

The Regular Meeting of the Board of Public Works held on May 24, 2022 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	Absent
Vice Chairman	Brad Mitchell	Present
Secretary	Mike Radetic	Present
Member	Steve Richardson	Present
Ex-officio Member	Steve Strubberg	Present
Ex-officio Member	Vacant	

OTHERS:

Council Representative	Mike Coulter	Absent
Council Representative	Duane Reed	Absent
Mayor	James Hagedorn	Absent
City Administrator	Darren Lamb	Absent
Public Works Director	John Nilges	Present
Water/Wastewater Superintendent	Kevin Quaethem	Present
Water/Wastewater Admin. Asst.	Sarah Skeen	Present
Assistant City Engineer	Andrea Lueken	Absent
Waste Water Foreman	Kerry Duke	Present
Water Foreman	Chad Alfermann	Present

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. Richardson and seconded by Mr. Radetic to approve the minutes from the regular meeting held April 26, 2022 meeting. The motion passed without dissent.

Priority Items

There are no priority items.

Wastewater

The equipment (at the treatment plant) is starting to get old. I am adding more VFD's in the budget for this year. Dealing with all the water coming down Front Street, even though we are doing a lot of slip lining, we are still getting water somewhere. It is an ongoing project.

Water

Approval to make payment for the Cochran Engineering for the Clay Street and Enduro water towers. This is for the inspection when Enduro Tower was being painted. We still have some money in the account that will be used when they put in the mixer in Clay Street. They were wanting to do it now but we are in the wrong time of season to have a million gallons of water not in the tank. We will postpone until September and then we will close that project out. We are holding onto \$100,000 from Worldwide Industries for the mixing system and incidentals. The amount is \$13,295.00 for the current invoice. A motion made by Mr. Richardson and seconded by Mr. Radetic to approve the payment. The motion passed without dissent.

Approval to make payment to Shulte for materials for the South Point water storage tank. There are a bunch of stuff back ordered. The partial pay request is for \$18,232.76. A motion made by Mr. Radetic and seconded by Mr. Richardson to approve the payment. The motion passed without dissent.

The South Point water line project ran into some rock about a day into the project. We hammered into 5 feet of rock to get the water line in. We had the mini trackhoe out there for almost three weeks. We got our first pay request for that, around \$5400. That may be an email so that we can get that turned around. We have about one or two more days before we have to cross South Point road. We are going to notify people a week ahead because we have to shut South Point road down. We will put some notification signs out at Phoenix Center and one out at South Point Rd and Bieker Rd. We will try to schedule and plan so that it will be as inconvenient as possible. It will take a day to complete.

We have not heard anything from Cochran on the proposal, I am sure they are doing their due diligence on trying to do whatever they can. Other than that, the system is doing good. The wells are doing fine. The chlorine disinfection is giving us a pain like it always has since it started. Rose is our "well person" and she is going a good job keeping up with that.

We are doing shut offs today. Last month we had about 80 residents and we have been averaging about 80 every month.

Other

None

Old Business

None

Next Scheduled Meeting Date

The next scheduled meeting date is Tuesday June 28, 2022.

Adjourn

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

Prepared by: _____

Sarah Skeen
Water/Wastewater
Administrative Assistant

Adopted and Approved by the Board of Public Works:

Date: _____

Signature: _____

Secretary



Date: June 28, 2022
To: Board of Public Works
From: Kevin Quaethem, Public Works Superintendent
Subject: State Elevator Inspections and Violations

Board,

The Wastewater Department has two Manlift elevators that are in need of repair in order to bring them up to the current state regulations. We went out for repair proposals and received one from Midwest Elevator and TKE. There is also an Elevator Preventive Maintenance Agreement with the proposals from Midwest. This maintenance agreement is part the requirement moving forward with the yearly safety inspections.

Thank You,

Kevin Quaethem

Public Works Superintendent

Repair Work Order



Walnut Street Lift Station

December 02, 2021

Purchaser:

Address:

Location: Walnut Street Lift Station

Address: 151 E Front St
Washington, MO 63090

Purchaser authorizes TK Elevator Corporation (referred to as "TK Elevator" hereafter) to perform the following work on the equipment and at the location described above, in exchange for the sum of **Five Thousand Four Hundred Seventy Seven Dollars and Thirty Six Cents (\$5,477.36)** inclusive of all applicable sales and use taxes pursuant to the terms and conditions contained in this Work Order (the "Work Order").

Summary:

Elevator	Description	Repair category
1	Traveling Cable	Code Requirement

For further information, please see a detailed Scope of Work on the pages that follow.
Recommended by Service Technician: Charles Sheriff

In the event you have any questions regarding the content of this Work Order please contact me at +1 314 2858478.

We appreciate your consideration.

Regards,

Scott Alvino
TK Elevator Corporation
2047 Westport Center Dr
St. Louis MO 63146
scott.alvino@tkelevator.com | +1 314 2858478

Notice:

No permits or inspections by others are included in this work, unless otherwise indicated herein. Delivery and shipping is included. All work is to be performed during regular working days and hours as defined in this Work Order unless otherwise indicated herein.

Repair Work Order



Scope of Work

TK Elevator will provide labor and material to fix the following inspection violation. The traveling cable must be run in raceway to the controller. Note: currently , the T-cable leaves the hoistway and runs to the controller without being enclosed

Payment Terms

100% of the price set forth in this Work Order will be due and payable as an initial progress payment within 10 days from TK Elevator's receipt of a fully executed copy of this Work Order. This initial progress payment will be applied to any applicable project management, permits, engineering, drawings and material procurement. Material will be ordered once this payment is received and the parties have both executed this Work Order.

The remaining 0% of the price set forth in this Work Order and any fully executed change orders shall be due and payable at the time TK Elevator commences the work described in the Work Order. TK Elevator's receipt of this final payment is a condition precedent to TK Elevator's return of the equipment described in this Work Order to the full operation and use and Purchaser agrees to waive any and all claims to such operation and use until such time as that payment is made in full.

Purchaser agrees that TK Elevator shall have no obligation to complete any steps necessary to provide Purchaser with full use and operation of the affected elevator(s) until such time as TK Elevator has been paid 100% both of the price reflected in this Work Order and for any other work performed by TK Elevator or its subcontractors in furtherance of this Work Order. Purchaser agrees to waive any and all claims to the turnover and/or use of that equipment until such time as those amounts are paid in full. TK Elevator reserves the right to assign payments owed to TK Elevator under this Work Order.

Work order price:		\$5,477.36
Initial progress payment:	(100%)	\$5,477.36

Repair Work Order



Terms and Conditions

TK Elevator does not assume any responsibility for any part of the vertical transportation equipment other than the specific components that are described in this Work Order and then only to the extent TK Elevator has performed the work described above.

No work, service, examination or liability on the part of TK Elevator is intended, implied or included other than the work specifically described above. It is agreed that TK Elevator does not assume possession or control of any part of the vertical transportation equipment and that such remains Purchaser's exclusively as the owner, lessor, lessee, possessor, or manager thereof.

Unless otherwise stated herein, TK Elevator's performance of this Work Order is expressly contingent upon Purchaser securing permission or priority as required by all applicable governmental agencies and paying for any and all applicable permits or other similar documents.

It is agreed that TK Elevator's personnel shall be given a safe place in which to work. TK Elevator reserves the right to discontinue its work in the location above whenever, in its sole opinion, TK Elevator believes that any aspect of the location is in any way unsafe until such time as Purchaser has demonstrated, at its sole expense, that it has appropriately remedied the unsafe condition to TK Elevator's satisfaction. Unless otherwise agreed, it is understood that the work described above will be performed during regular working days and hours which are defined as Monday through Friday, 8:00 AM to 4:30 PM (except scheduled union holidays). If overtime is mutually agreed upon, an additional charge at TK Elevator's usual rates for such work shall be added to the price of this Work Order.

In consideration of TK Elevator performing the work described above Purchaser, to the fullest extent permitted by law, expressly agrees to indemnify, defend, save harmless, discharge, release and forever acquit TK Elevator, its employees, officers, agents, affiliates, and subsidiaries from and against any and all claims, demands, suits, and proceedings made or brought against TK Elevator, its employees, officers, agents, affiliates and subsidiaries for loss, property damage (including damage to the equipment which is the subject matter of this Work Order), personal injury or death that are alleged to have been caused by Purchaser or any others in connection with the presence, use, misuse, maintenance, installation, removal, manufacture, design, operation or condition of the vertical transportation equipment that is the subject of this Work Order, or the associated areas surrounding such equipment. Purchaser's duty to indemnify does not apply to the extent that the loss, property damage (including damage to the equipment which is the subject matter of this Work Order), personal injury or death is determined to be caused by or resulting from the negligence of TK Elevator and/or its employees. Purchaser recognizes, however, that its obligation to defend TK Elevator and its employees, officers, agents, affiliates and subsidiaries under this clause is broader and distinct from its duty to indemnify and specifically includes payment of all attorney's fees, court costs, interest and any other expenses of litigation arising out of such claims or lawsuits.

Purchaser expressly agrees to name TK Elevator along with its officers, agents, affiliates and subsidiaries as additional insureds in Purchaser's liability and any excess (umbrella) liability insurance policy(ies). Such insurance must insure TK Elevator, along with its officers, agents, affiliates and subsidiaries for those claims and/or losses referenced in the above paragraph, and for claims and/or losses arising from the negligence or legal responsibility of TK Elevator and/or its officers, agents, affiliates and subsidiaries. Such insurance must specify that its coverage is primary and non-contributory. Purchaser hereby waives the right of subrogation.

TK Elevator shall not be liable for any loss, damage or delay caused by acts of government, labor, troubles, strikes, lockouts, fire, explosions, theft, riot, civil commotion, war, malicious mischief, acts of God, or any cause beyond its control. TK Elevator Corporation shall automatically receive an extension of time commensurate with any delay regarding the work called for in this Work Order.

Should loss of or damage to TK Elevator's material, tools or work occur at the location that is the subject of this Work Order, Purchaser shall compensate TK Elevator therefor, unless such loss or damage results solely from TK Elevator's own acts or omissions.

If any drawings, illustrations or descriptive matter are furnished with this Work Order, they are approximate and are submitted only to show the general style and arrangement of equipment being offered. Work Order.

Purchaser shall bear all cost(s) for any reinspection of TK Elevator's work due to items outside the scope of this Work Order or for any inspection arising from the work of other trades requiring the assistance of TK Elevator.

Purchaser expressly agrees to waive any and all claims for consequential, special or indirect damages arising out of the performance of this Work Order and specifically releases TK Elevator from any and all such claims.

A service charge of 1.5% per month, or the highest legal rate, whichever is less, shall apply to delinquent accounts. In the event of any default of any of the payment provisions herein, Purchaser agrees to pay, in addition to any defaulted amount, any attorney fees, court costs and all other expenses, fees and costs incurred by TK Elevator in connection with the collection of that defaulted amount.

Purchaser agrees that this Work Order shall be construed and enforced in accordance with the laws of the state where the vertical transportation equipment that is the subject of this Work Order is located and consents to jurisdiction of the courts, both state and Federal, of that as to all matters and disputes arising out of this Work Order. Purchaser further agrees to waive trial by jury for all such matters and disputes.

The rights of TK Elevator under this Work Order shall be cumulative and the failure on the part of the TK Elevator to exercise any rights given hereunder shall not operate to forfeit or waive any of said rights and any extension, indulgence or change by TK Elevator in the method, mode or manner of payment or any of its other rights shall not be construed as a waiver of any of its rights under this Work Order.

In the event any portion of this Work Order is deemed invalid or unenforceable by a court of law, such finding shall not affect the validity or enforceability of any other portion of this Work Order. This Work Order shall be considered as having been drafted jointly by Purchaser and TK Elevator and shall not be construed or interpreted against either Purchaser or TK Elevator by reason of either Purchaser or TK Elevator's role in drafting same.

In the event Purchaser's acceptance of the work called for in this Work Order is in the form of a purchase order or other kind of document, the provisions, terms and conditions of this Work Order shall exclusively govern the relationship between TK Elevator and Purchaser with respect to the work described herein.

Repair Work Order



Acceptance

This Work Order is submitted for acceptance within 30 days from the date executed by TK Elevator.

Purchaser's acceptance of this Work Order will constitute exclusively and entirely the agreement for the work herein described. All prior representations or agreements regarding this work, whether written or verbal, will be deemed to be merged herein, and no other changes in or additions to this Work Order will be recognized unless made in writing and properly executed by both parties. No agent or employee of TK Elevator shall have the authority to waive or modify any of the terms of this Work Order without the written approval of an authorized TK Elevator manager.

This Work Order specifically contemplates work outside the scope of any other contract currently in effect between the parties; any such contract shall be unaffected by this Work Order.

To indicate acceptance of this work order, please sign and return one (1) original of this agreement to the branch address shown below. Upon receipt of your written authorization and required materials and/or supplies, we shall implement the work called for in this Work Order.

(Purchaser):		TK Elevator Corporation Management Approval	
By:		By:	
(Signature of Authorized Individual)		(Signature of Branch Representative)	
		Dave Roberts	
(Print or Type Name)		Branch Manager	
(Print or Type Title)			
(Date of Acceptance)		(Date of Execution)	

Please contact _____ to schedule work at the following phone number _____



Date	Terms	Reference ID	Customer Reference # / PO
December 02, 2021	Immediate	ACIA-1X91JAV	
Total Contract Price:			\$5,477.36
Down Payment:			(100%) \$5,477.36

For inquiries regarding your contract or services provided by TK Elevator, please contact your local account manager at +1 314 2858478. To make a payment by phone, please call 404-905-5321 with the reference information provided below.

Current and former service customers can now pay online at:
<https://secure.billtrust.com/thyssenkruppelevator/ig/one-time-payment>

Thank you for choosing TK Elevator. We appreciate your business.

Please detach the below section and provide along with payment.

Customer Name:

Location Name: Walnut Street Lift Station

Customer Number:

Quote Number: 2021-2-1197390

Reference ID: ACIA-1X91JAV

Remittance Amount: \$5,477.36

Remit To:

TK Elevator
PO Box 3796
Carol Stream, IL
60132-3796

Time and Material Work Order



Walnut Street Lift Station

July 30, 2021

Purchaser:

Address:

Location: Walnut Street Lift Station

Address: 151 E Front St

Washington, MO 63090

RE: Walnut Lift Station Troubleshooting

In exchange for TK Elevator's agreement to perform the work described in this Work Order (the "Work Order"), Purchaser agrees to pay TK Elevator for that work and all travel time at the hourly rate described below, reimburse TK Elevator any additional applicable sums that TK Elevator is obligated to pay its technicians in accordance with the collective bargaining agreement, reimburse TK Elevator all parking and toll charges it incurs in connection with that work and travel, and pay TK Elevator's charge for the materials it uses to complete that work.

Summary:

Elevator	Description	Repair category
1	Time and Material	

For further information, please see a detailed Scope of Work on the pages that follow.

Mechanic Rate: Three Hundred Fifty and 0/100 Dollars \$350.00 per hour

Team Rate: Six Hundred Fifty and 0/100 Dollars \$650.00 per hour

In the event you have any questions regarding the content of this Work Order please contact me at +1 314 2858478.

We appreciate your consideration.

Regards,

Scott Alvino
TK Elevator Corporation
2047 Westport Center Dr
St. Louis MO 63146
scott.alvino@tkelevator.com | +1 314 2858478

Notice:

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Time and Material Work Order



Scope of Work

Tk Elevator will provide an elevator technician to troubleshoot the above referenced unit on a time and material basis. In case the work would require a team we have added our team rate in there as well.

Time and Material Work Order



Terms and Conditions

TK Elevator does not assume any responsibility for any part of the vertical transportation equipment other than the specific components that are described in this Work Order and then only to the extent TK Elevator has performed the work described above.

No work, service, examination or liability on the part of TK Elevator is intended, implied or included other than the work specifically described above. It is agreed that TK Elevator does not assume possession or control of any part of the vertical transportation equipment and that such remains Purchaser's exclusively as the owner, lessor, lessee, possessor, or manager thereof.

Unless otherwise stated herein, TK Elevator's performance of this Work Order is expressly contingent upon Purchaser securing permission or priority as required by all applicable governmental agencies and paying for any and all applicable permits or other similar documents.

It is agreed that TK Elevator's personnel shall be given a safe place in which to work. TK Elevator reserves the right to discontinue its work in the location above whenever, in its sole opinion, TK Elevator believes that any aspect of the location is in any way unsafe until such time as Purchaser has demonstrated, at its sole expense, that it has appropriately remedied the unsafe condition to TK Elevator's satisfaction. Unless otherwise agreed, it is understood that the work described above will be performed during regular working days and hours which are defined as Monday through Friday, 8:00 AM to 4:30 PM (except scheduled union holidays). If overtime is mutually agreed upon, an additional charge at TK Elevator's usual rates for such work shall be added to the price of this Work Order.

In consideration of TK Elevator performing the work described above Purchaser, to the fullest extent permitted by law, expressly agrees to indemnify, defend, save harmless, discharge, release and forever acquit TK Elevator, its employees, officers, agents, affiliates, and subsidiaries from and against any and all claims, demands, suits, and proceedings made or brought against TK Elevator, its employees, officers, agents, affiliates and subsidiaries for loss, property damage (including damage to the equipment which is the subject matter of this Work Order), personal injury or death that are alleged to have been caused by Purchaser or any others in connection with the presence, use, misuse, maintenance, installation, removal, manufacture, design, operation or condition of the vertical transportation equipment that is the subject of this Work Order, or the associated areas surrounding such equipment. Purchaser's duty to indemnify does not apply to the extent that the loss, property damage (including damage to the equipment which is the subject matter of this Work Order), personal injury or death is determined to be caused by or resulting from the negligence of TK Elevator and/or its employees. Purchaser recognizes, however, that its obligation to defend TK Elevator and its employees, officers, agents, affiliates and subsidiaries under this clause is broader and distinct from its duty to indemnify and specifically includes payment of all attorney's fees, court costs, interest and any other expenses of litigation arising out of such claims or lawsuits.

Purchaser expressly agrees to name TK Elevator along with its officers, agents, affiliates and subsidiaries as additional insureds in Purchaser's liability and any excess (umbrella) liability insurance policy(ies). Such insurance must insure TK Elevator, along with its officers, agents, affiliates and subsidiaries for those claims and/or losses referenced in the above paragraph, and for claims and/or losses arising from the negligence or legal responsibility of TK Elevator and/or its officers, agents, affiliates and subsidiaries. Such insurance must specify that its coverage is primary and non-contributory. Purchaser hereby waives the right of subrogation.

TK Elevator shall not be liable for any loss, damage or delay caused by acts of government, labor, troubles, strikes, lockouts, fire, explosions, theft, riot, civil commotion, war, malicious mischief, acts of God, or any cause beyond its control. TK Elevator Corporation shall automatically receive an extension of time commensurate with any delay regarding the work called for in this Work Order.

Should loss of or damage to TK Elevator's material, tools or work occur at the location that is the subject of this Work Order, Purchaser shall compensate TK Elevator therefor, unless such loss or damage results solely from TK Elevator's own acts or omissions.

If any drawings, illustrations or descriptive matter are furnished with this Work Order, they are approximate and are submitted only to show the general style and arrangement of equipment being offered. Work Order.

Purchaser shall bear all cost(s) for any reinspection of TK Elevator's work due to items outside the scope of this Work Order or for any inspection arising from the work of other trades requiring the assistance of TK Elevator.

Purchaser expressly agrees to waive any and all claims for consequential, special or indirect damages arising out of the performance of this Work Order and specifically releases TK Elevator from any and all such claims.

A service charge of 1.5% per month, or the highest legal rate, whichever is less, shall apply to delinquent accounts. In the event of any default of any of the payment provisions herein, Purchaser agrees to pay, in addition to any defaulted amount, any attorney fees, court costs and all other expenses, fees and costs incurred by TK Elevator in connection with the collection of that defaulted amount.

Purchaser agrees that this Work Order shall be construed and enforced in accordance with the laws of the state where the vertical transportation equipment that is the subject of this Work Order is located and consents to jurisdiction of the courts, both state and Federal, of that as to all matters and disputes arising out of this Work Order. Purchaser further agrees to waive trial by jury for all such matters and disputes.

The rights of TK Elevator under this Work Order shall be cumulative and the failure on the part of the TK Elevator to exercise any rights given hereunder shall not operate to forfeit or waive any of said rights and any extension, indulgence or change by TK Elevator in the method, mode or manner of payment or any of its other rights shall not be construed as a waiver of any of its rights under this Work Order.

In the event any portion of this Work Order is deemed invalid or unenforceable by a court of law, such finding shall not affect the validity or enforceability of any other portion of this Work Order. This Work Order shall be considered as having been drafted jointly by Purchaser and TK Elevator and shall not be construed or interpreted against either Purchaser or TK Elevator by reason of either Purchaser or TK Elevator's role in drafting same. In the event Purchaser's acceptance of the work called for in this Work Order is in the form of a purchase order or other kind of document, the provisions, terms and conditions of this Work Order shall exclusively govern the relationship between TK Elevator and Purchaser with respect to the work described herein.

Time and Material Work Order



Acceptance

This proposal, together with the terms and conditions which are expressly made a part of this proposal and agreed to, when signed and accepted by the Purchaser and approved by an officer or an authorized representative of TK Elevator shall constitute exclusively and entirely the contract between the parties and all prior representation or agreements, whether written or verbal, not incorporated herein, are superseded. No changes in or addition to this agreement will be recognized unless made in writing and properly executed by both parties.

(Purchaser):		TK Elevator Corporation Management Approval	
By:		By:	
(Signature of Authorized Individual)		(Signature of Branch Representative)	
		Dave Roberts	
(Print or Type Name)		Branch Manager	
(Print or Type Title)			
(Date of Acceptance)		(Date of Execution)	

Please contact _____ to schedule work at the following phone number _____



PROPOSAL

Walnut Street Station - Troubleshoot and Violation Repairs

June 20, 2022

OWNER City of Washington
Water/Wastewater Department
4 Chamber Dr
Washington, MO 63090

LOCATION Walnut Street Station
151 E Front St
Washington, MO 63090

Midwest Elevator Co. proposes to furnish the necessary labor, material, tools and supervision to perform the following work on the elevator at the referenced location on a time and material basis.

- Troubleshooting Scope of work: Troubleshoot and repair down special purpose lift.
 - Two mechanics will be required for troubleshooting this unit. An update of the work and any additional time or material will be provided after no more than one day of work.
 - Not to exceed \$4,270.00
- Violation Repairs Scope of work: Replace light switch in WWTP and install wiring duct around the traveling cable of the Walnut Street Station that is exposed outside the hoistway.
 - Violation for exposed traveling cable cited during last annual inspection. Missing light switch will be written up during next inspection. MCP violation cited during last annual will be corrected with the maintenance agreement below.
 - Not to exceed \$3,344.00

Time and Material Not to Exceed: \$7,614.00

Mechanic \$260.64/hour – Crew \$450.05/hour

It is understood that all work will be done during the regular working hours of the trade, in a first-class workman-like manner, and we are to have the uninterrupted use of the elevator while doing this work. Workmen's Compensation and Public Liability Insurance will be enforced by us.

It is expressly understood and agreed that all verbal agreements are void and that the acceptance of the proposal shall constitute the contract for material and work specified above. Any changes to this contract must be made in writing signed by both parties.

This proposal is submitted for acceptance within 30 days, after which it shall be subject to price adjustment, revision or cancellation. Please return a signed copy to proceed with scheduling. Payment due in full upon receipt of invoice.

Submitted June 20, 2022 by:

Accepted by:

Corey Cox, Sales and Account Representative

Signature of Authorized Official

Approved & Accepted for Midwest Elevator Co. by:

Name: _____

Title: _____

Dustin Witham, Sales Manager

Company: _____

Date: _____

Date: _____



ELEVATOR PREVENTIVE MAINTENANCE AGREEMENT

Quarterly Oil & Grease Service Agreement Including Annual Test

June 20, 2022

<u>OWNER</u>	City of Washington Water/Wastewater Department 4 Chamber Dr Washington, MO 63090	<u>LOCATION</u>	Walnut Street Station 151 E Front St Washington, MO 63090 & WWTP 200 Kingsland Dr. Washington, MO 63090
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Midwest Elevator Co. agrees to furnish its "Quarterly Oil & Grease Service Agreement Including Annual Test" on the elevator equipment described below in the referenced building in accordance with the following terms and conditions:

DESCRIPTION OF EQUIPMENT

<u>State ID</u>	<u>Manufacturer</u>	<u>Type</u>	<u>Stops</u>	<u>Openings</u>
18506	Gillespie	Special Purpose Lift / Traction	2	2
2979	Gillespie	Special Purpose Lift / Traction	3	3

EXTENT OF COVERAGE

We will use skilled technicians directly employed and supervised by us. They will be qualified to keep your equipment properly adjusted, and they will use reasonable care to maintain the equipment in proper and safe operating condition.

We will visit the unit Quarterly to examine, clean, adjust and lubricate all parts of your elevator system. Also included are all necessary lubricants, cleaning solvents, and rags.

All work is to be performed during regular working hours of our regular working days unless otherwise directed by you. Callbacks and material are not intended and/or included with this contract. It is agreed that in consideration of our performance of the service enumerated herein at the stated price, that nothing shall be construed to mean that we assume any liability on account of accidents or injuries to persons or property, except those directly due to our negligent acts or those of our employees, and that your own responsibility for accidents or injuries to persons or property while using the equipment is no way affected by this agreement.

INSPECTION AND TESTING

We will perform an annual test of the Fireman's Emergency Operation (not including building life safety systems: smoke detectors, heat detectors, shunt trip, etc.), an annual no-load test and five-year full-load test, as outlined in the American National Standard Safety Code for Elevators and Escalators, ANSI A17.1. It is expressly understood and agreed that such tests may impose greater stress on the equipment and the building structure than that experienced in day-to-day operation. We shall not be responsible for damage to the building structure or equipment resulting from these tests. The Authority Having Jurisdiction requires that an approved licensed elevator inspector witness these tests, where required. The building owner or its managing agent shall absorb the cost of the inspector, where required. A representative of the building shall be responsible for performing the monthly Fireman's Emergency operation and maintaining a log of the test dates and results.

CALLBACK SERVICE

Callback service is available 24 hours per day at the billing rates outlined herein. Our regular working hours are 7:00am – 3:30pm.

BILLING RATES

All work performed outside the scope of the preventive maintenance and testing services shall be performed at the following billing rates:

2022 Rates	Straight Time (1.0) Mon-Fri 7am-3:30pm	Overtime (1.7) Evenings & Saturdays	Double Time (2.0) Sundays & Holidays
Mechanic	\$ 260.64	\$ 377.47	\$ 428.99
Team/Crew	\$ 450.05	\$ 646.40	\$ 733.58

LIABILITY

It is understood, in consideration of our performance of the service enumerated herein at the price stated, that nothing in this agreement shall be construed to mean that we assume any liability on account of accidents to persons or property except those directly due to negligent acts of Midwest Elevator Co., Inc. or its employees, and that your own responsibility for accidents to persons or properties while riding on or being about the aforesaid equipment referred to, is in no way affected by this agreement.

We shall not be held responsible or liable for any loss, damage, detention or delay caused by accidents, strikes, lockouts, fire, flood explosion, acts of God, malicious mischief, misuse, theft, acts of civil military authorities, insurrection, riot or any other cause which is unavoidable or beyond our control, or in any event for consequential damages. No work, service or liability on the part of Midwest, other than specifically mentioned herein, is included or intended.

It is understood your responsibility includes, but is not limited to, instructing or warning passengers in the proper use of the equipment, taking the equipment out of service when it becomes unsafe or operates in a manner that might cause injury to a user, promptly reporting to us any accident or any condition which may need attention and maintaining surveillance of the equipment for such purposes.

PRICE

The price for this service shall be \$1,500.00 per quarter, payable in advance upon presentation of invoice, and shall remain in effect for a period of one year. You shall pay, as an addition to the price herein, the amount of any sales, use, excise or other tax which may now, or hereafter, be applicable to the service to be performed under this agreement.

A service charge calculated at the rate of 1-1/2% per month or highest legal contract rate, whichever is less, shall be applicable to delinquent payments. Further, delinquent payment by you of charges provided herein shall constitute a breach of this agreement and we may, at our option, terminate the agreement for such breach. We shall give you at least thirty (30) days prior written notice before such termination.

PRICE ADJUSTMENT

The contract price shall be adjusted at the end of each year of the agreement. The adjusted price shall be effective for the forthcoming year and calculated by the percentage of increase or decrease in the straight time hourly labor cost of elevator constructors, plus fringe benefits, which include, but are not limited to, pensions, vacations, paid holiday, sickness, group life insurance, accident insurance, and hospital insurance in effect on the anniversary date as compared to the hourly labor cost used in establishing the prior year's price.

TERM

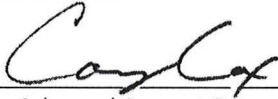
The effective date of this agreement is _____ 2022. The initial term of the agreement is three (3) years. The agreement shall automatically renew and continue for additional terms of three (3) years unless cancelled by either party. Either party may cancel this agreement by giving written notice ninety (90) days prior to the end of any existing term.

PERFORMANCE

If for any reason you become dissatisfied with our service, a written notice including explanation shall be given at which time allowing us thirty (30) days to correct the problem to your satisfaction. If not then satisfied, you may cancel this agreement within 24 hours.

It is understood and agreed that this proposal and your acceptance thereof shall constitute, exclusively and entirely, the agreement for the service herein described, that all other prior representations or agreements, whether written or verbal, shall be deemed to be merged herein and that no other changes in or to this agreement shall be recognized unless made in writing and signed by both parties. Should your acceptance be in the form of a purchase order or similar document, the provisions, terms and conditions of this agreement will govern in the event of conflict.

Submitted June 20, 2022 by:



Corey Cox, Sales and Account Representative

Accepted by:

Signature of Authorized Official

Approved & Accepted for Midwest Elevator Co. by:

Name: _____

Title: _____

Company: _____

Date: _____

Dustin Witham, Sales Manager

Date: _____

Michael L. Parson
Governor

Sandra K. Karsten
Director, Public Safety

J. Tim Bean
State Fire Marshal



205 Jefferson Street, Suite 1315
Mailing Address: P.O. Box 844
Jefferson City, MO 65102
Telephone: (573) 526-3660
Fax: (573) 526-5971

E-Mail: Gus.Guadamuz@dfs.dps.mo.gov
Patricia.Magee@dfs.dps.mo.gov
Website: www.dfs.dps.mo.gov

**DEPARTMENT OF PUBLIC SAFETY
DIVISION OF FIRE SAFETY**

**MEMORANDUM 008 (a)
MAINTENANCE CONTROL PROGRAM
(MCP)**

Date:

To: Elevator/Escalator Building Owners and Managers
From: Gus Guadamuz, Deputy Chief Elevator Inspector
Re: Maintenance Control Program (MCP)

Maintenance Control Program (MCP) is designed to prevent elevator failure, maximum reliability and improve safety. (MCP) became effective in Missouri on May 30, 2007 with the adoption of A17.1-2004 Elevator Safety Code. The owner is responsible for the MCP requirements. It is a standard for elevator owners to hire elevator companies to manage the written documents. The State of Missouri does not require or regulate Maintenance Contracts to comply with MCP.

Our current A17- 2016 code edition adopted on April 30, 2020, includes specific documentation requirements. This can be broken down and described as follows:

On Site Documentation This documentation is product specific for the use of elevator personnel in the maintenance, repairing, inspection and testing of the equipment. This documentation is furnished by the elevator contractor at the time the equipment is installed and is to be kept permanently on site for the life of the equipment.

The Elevator Safety Board is allowing time for missing On-Site Documentation to be complied with on existing installations; however this must be completed no later than January 1, 2022.

Maintenance Records This requirement is for documenting maintenance, repair, replacement and testing task of the equipment. Maintenance Records are required to be in place on all installations. This documentation is to be kept on site for a minimum of 5 years.

To Summarize, MCP is not a new requirement. The Elevator Contractor was to provide the documentation to the owner when the equipment was installed. Compliance for On-Site Documentation and the placing of Maintenance Records is the owner's responsibility. Maintenance agreements are not a requirement for MCP compliance. Failure to comply may delay approval of your Operating Certificate.

Questions regarding these requirements may be directed to Gus Guadamuz, Deputy Chief Elevator Inspector at Gus.Guadamuz@dfs.dps.mo.gov or 573-526-3660.

What is an Elevator Maintenance Control Program (MCP)?

An elevator maintenance control program (MCP) includes unique and product specific documentation and maintenance records that is created for each elevator that lists schedules and tasks for elevator service, examinations, and tests. An MCP is designed to prevent elevator failure, maximize reliability, and improve safety.

Is an Elevator Maintenance Control Program Required by Code?

Yes. The elevator safety code states that elevator owners must have a program in place. The MCP must be stored in a central location accessible by elevator personnel. Instructions for locating the information must be posted on the controller.

Where Should I Store the MCP Documents?

The MCP should be stored near each elevator controller. The instructions to locate the documentation must be posted on or near the elevator controller.

Who is responsible for providing and maintaining the Files?

The elevator owner is responsible for the MCP. However, it's standard for elevator owners to hire elevator companies to manage the written document. In this case, MCP responsibilities should be clearly listed in the elevator maintenance contract.

What Happens When Documentation is missing?

If an elevator inspector is not able to locate the MCP, the elevator will fail the inspection. The missing MCP will be listed as violation.

Which Elevators Need an MCP?

The elevator code is built for all elevators. It is required , LULAs, dumb waiters, freight elevators, traction elevators, hydraulic elevators, moving walks, and escalators. It is not required for Vertical Platform Lifts and Chair Lifts.

When Did an Elevator Maintenance Control Program Become Code?

Maintenance Control Programs code began with the A17.1-2004 edition which was adopted in Missouri on May 30, 2007.

Memo

To: Board of Public Works
From: Kevin Quaethem, Public Works Superintendent
Date: 6/28/2022
Re: Pay Request #1 for Southpoint Ground Water Storage Tank – Cochran Engineering

Attached is pay request #1 for \$3,748.00 Invoice #23956 from Cochran for the design, geotechnical investigation and construction administration of the Southpoint Ground Water Storage Tank. Payment is recommended and the status is summarized below:

Contract Amount	\$74,960.00
Change Orders	<u>\$ 0.00</u>
Previous Pay Requests	\$0.00
Current Pay Request #1	<u>\$3,748.00</u>
Balance of Contract	<u>\$71,212.00</u>

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

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

Invoice number 23956
Date 05/10/2022

Project **22-9079 Southpoint Ground Water Storage Tank**

	Amount	
Southpoint Ground Water Storage Tank		
Contract Amount	74,960.00	
Percent Complete	5.00	
Prior Billed	0.00	
	Current Billed	3,748.00
	Total	3,748.00
	Invoice total	3,748.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
23956	05/10/2022	3,748.00	3,748.00				
	Total	3,748.00	3,748.00	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

Memo

To: Board of Public Works
From: Kevin Quaethem, Public Works Superintendent
Date: 6/28/2022
Re: Pay Request #2 for Southpoint Ground Water Storage Tank – Cochran Engineering

Attached is pay request #2 for \$3,748.00 Invoice #24244 from Cochran for the design, geotechnical investigation and construction administration of the Southpoint Ground Water Storage Tank. Payment is recommended and the status is summarized below:

Contract Amount	\$74,960.00
Change Orders	<u>\$ 0.00</u>
Previous Pay Requests	\$3,748.00
Current Pay Request #2	<u>\$3,748.00</u>
Balance of Contract	<u>\$67,464.00</u>

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

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

Invoice number 24244
Date 06/08/2022
Project **22-9079 Southpoint Ground Water Storage Tank**

		Amount	
Southpoint Ground Water Storage Tank			
	Contract Amount	74,960.00	
	Percent Complete	10.00	
	Prior Billed	3,748.00	
	Current Billed		3,748.00
	Total		3,748.00
Invoice total			3,748.00

Aging Summary

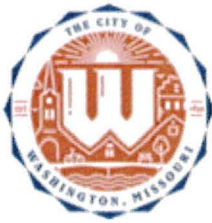
Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
23956	05/10/2022	3,748.00	3,748.00				
24244	06/08/2022	3,748.00	3,748.00				
	Total	7,496.00	7,496.00	0.00	0.00	0.00	0.00

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



City of Washington, MO

Budget Report

Account Summary

For Fiscal: 2021-2022 Period Ending: 05/31/2022

		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	1,632.87	14,299.65	-7,700.35	35.00 %
400-35-000-450900	Revenues-All Other	15,000.00	15,000.00	4,831.79	16,068.56	1,068.56	107.12 %
400-35-000-453100	Water Sales	1,800,000.00	1,800,000.00	140,873.47	1,112,194.33	-687,805.67	38.21 %
400-35-000-453200	Water Meter Sales	40,000.00	40,000.00	5,657.15	31,354.11	-8,645.89	21.61 %
400-35-000-453500	Connection Charges	50,000.00	50,000.00	2,000.00	67,600.00	17,600.00	135.20 %
400-35-000-453550	Tap Charges	1,000.00	1,000.00	100.00	775.00	-225.00	22.50 %
400-35-000-453600	Labor & Equipment Charges	1,300.00	1,300.00	0.00	0.00	-1,300.00	100.00 %
400-35-000-453700	Miscellaneous Materials Sold	3,000.00	3,000.00	85.70	232.94	-2,767.06	92.24 %
400-35-000-461200	Rent/Lease-Municipal Property/Bui	34,665.00	34,665.00	4,191.36	32,329.59	-2,335.41	6.74 %
400-35-000-480000	Investment Income	10,000.00	10,000.00	0.00	2,969.44	-7,030.56	70.31 %
	Revenue Total:	1,976,965.00	1,976,965.00	159,372.34	1,277,823.62	-699,141.38	35.36%
Expense							
400-35-000-510100	Salaries/Wages-Regular	458,810.00	458,810.00	31,398.34	275,736.50	183,073.50	39.90 %
400-35-000-510150	Elected Board Officials Compensati	200.00	200.00	0.00	100.00	100.00	50.00 %
400-35-000-510200	Wages-Parttime/Permanent	5,670.00	5,670.00	0.00	0.00	5,670.00	100.00 %
400-35-000-510300	Salaries/Wages-Overtime	18,540.00	18,540.00	310.84	13,259.29	5,280.71	28.48 %
400-35-000-511100	FICA Taxes	36,970.00	36,970.00	2,277.65	21,108.71	15,861.29	42.90 %
400-35-000-511300	Health Insurance	89,630.00	89,630.00	7,823.99	57,085.42	32,544.58	36.31 %
400-35-000-511400	Dental Insurance	4,760.00	4,760.00	423.58	3,193.94	1,566.06	32.90 %
400-35-000-511600	Life Insurance	580.00	580.00	49.74	384.82	195.18	33.65 %
400-35-000-511700	LAGERS Retirement Plan	33,410.00	33,410.00	1,872.98	18,881.71	14,528.29	43.48 %
400-35-000-512605	Employee Incentive Program	600.00	600.00	0.00	320.29	279.71	46.62 %
400-35-000-512700	HRA Deductible	10,500.00	10,500.00	0.00	6,920.16	3,579.84	34.09 %
400-35-000-520250	Administration, Finance & IT Depar	134,360.00	134,360.00	0.00	70,455.00	63,905.00	47.56 %
400-35-000-520300	Technical Services	33,920.00	33,920.00	1,051.28	12,337.36	21,582.64	63.63 %
400-35-000-520400	Other Contracted Services	157,450.00	157,450.00	1,669.87	27,152.56	130,297.44	82.75 %
400-35-000-521540	Uniform Cleaning Service	1,700.00	1,700.00	174.40	1,143.98	556.02	32.71 %
400-35-000-521560	Building Repair & Maintenance	22,500.00	22,500.00	176.32	1,247.01	21,252.99	94.46 %
400-35-000-521620	Equipment Repair & Maintenance	13,880.00	13,880.00	171.31	12,919.76	960.24	6.92 %
400-35-000-521630	Vehicle Repair & Maintenance	12,000.00	12,000.00	0.00	1,852.36	10,147.64	84.56 %
400-35-000-521635	Water System Repair & Maintenanc	7,000.00	7,000.00	0.00	980.08	6,019.92	86.00 %
400-35-000-521636	Well Pump Repair & Maintenance	27,700.00	27,700.00	0.00	6,323.33	21,376.67	77.17 %
400-35-000-521640	Equipment Rental	2,300.00	2,300.00	24.64	191.36	2,108.64	91.68 %
400-35-000-522100	Advertising	600.00	600.00	0.00	381.00	219.00	36.50 %
400-35-000-522200	Property, Liability & Casualty Insura	42,100.00	42,100.00	0.00	19,324.83	22,775.17	54.10 %
400-35-000-522210	Self-Insurance Deductible	500.00	500.00	53.55	367.20	132.80	26.56 %
400-35-000-522300	Printing/Duplicating	1,600.00	1,600.00	0.00	925.00	675.00	42.19 %
400-35-000-522400	Telephone	4,000.00	4,000.00	404.49	3,157.76	842.24	21.06 %
400-35-000-522500	Training/Seminars	2,000.00	2,000.00	0.00	1,162.90	837.10	41.86 %
400-35-000-522600	Travel	2,500.00	2,500.00	0.00	1,119.31	1,380.69	55.23 %
400-35-000-522700	Professional Dues & Memberships	3,900.00	3,900.00	30.88	3,317.13	582.87	14.95 %
400-35-000-522900	Postage	11,000.00	11,000.00	1,028.34	8,811.45	2,188.55	19.90 %
400-35-000-522950	Credit Card Fees	14,000.00	14,000.00	1,815.06	13,698.85	301.15	2.15 %
400-35-000-530410	Parts-Vehicle	14,200.00	14,200.00	515.79	2,802.40	11,397.60	80.26 %
400-35-000-530415	Parts-Equipment	8,000.00	8,000.00	2,223.07	8,112.60	-112.60	-1.41 %
400-35-000-530420	Office Supplies	1,000.00	1,000.00	31.68	867.57	132.43	13.24 %
400-35-000-530500	Asphalt/Rock/Cement	30,000.00	30,000.00	192.94	9,898.90	20,101.10	67.00 %
400-35-000-530600	Straw/Seeding/Plants	500.00	500.00	0.00	131.00	369.00	73.80 %
400-35-000-530700	Uniforms & Clothing	3,200.00	3,200.00	100.00	920.37	2,279.63	71.24 %
400-35-000-530800	General Supplies	3,000.00	3,000.00	420.01	5,025.27	-2,025.27	-67.51 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 05/31/2022

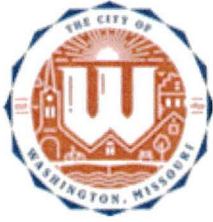
		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
400-35-000-531110	Electricity	180,000.00	180,000.00	11,249.49	98,162.13	81,837.87	45.47 %
400-35-000-531120	Heating Fuel	2,500.00	2,500.00	89.65	2,816.94	-316.94	-12.68 %
400-35-000-531300	Gasoline & Oil	12,500.00	12,500.00	36.53	13,998.26	-1,498.26	-11.99 %
400-35-000-532100	Meters & Hydrants	67,370.00	67,370.00	1,533.90	31,266.19	36,103.81	53.59 %
400-35-000-532200	Pipe & Fittings	34,000.00	34,000.00	0.00	32,272.90	1,727.10	5.08 %
400-35-000-533100	Chemicals	15,000.00	15,000.00	1,275.09	10,426.34	4,573.66	30.49 %
400-35-000-533300	Janitorial Supplies	200.00	200.00	70.65	157.65	42.35	21.18 %
400-35-000-534100	Depreciation Expense	420,000.00	420,000.00	0.00	0.00	420,000.00	100.00 %
400-35-000-534200	SmallTools/Equipment/Furnishings	50,585.00	50,585.00	1,911.56	23,014.83	27,570.17	54.50 %
400-35-000-541100	Improvements Other Than Building	1,208,000.00	1,333,000.00	20,095.32	537,513.76	795,486.24	59.68 %
400-35-000-541110	Water System Improvements	125,000.00	158,375.00	0.00	33,375.00	125,000.00	78.93 %
400-35-000-542100	Vehicles	16,000.00	45,000.00	0.00	28,798.00	16,202.00	36.00 %
400-35-000-542200	Machinery & Equipment	145,000.00	150,000.00	0.00	67,911.73	82,088.27	54.73 %
400-35-000-559110	Interest Expense	135,100.00	135,100.00	0.00	0.00	135,100.00	100.00 %
400-35-000-559140	Amortization Bond Issuance Costs	-21,485.00	-21,485.00	0.00	0.00	-21,485.00	100.00 %
400-35-000-559200	Bond/Note Principal	230,300.00	230,300.00	0.00	0.00	230,300.00	100.00 %
	Expense Total:	3,834,650.00	4,027,025.00	90,502.94	1,491,330.91	2,535,694.09	62.97%
	Fund: 400 - WATER FUND Surplus (Deficit):	-1,857,685.00	-2,050,060.00	68,869.40	-213,507.29	1,836,552.71	89.59%
	Report Surplus (Deficit):	-1,857,685.00	-2,050,060.00	68,869.40	-213,507.29	1,836,552.71	89.59%

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	
					Favorable (Unfavorable)	Percent Remaining
Fund: 400 - WATER FUND						
Revenue	1,976,965.00	1,976,965.00	159,372.34	1,277,823.62	-699,141.38	35.36%
Expense	3,834,650.00	4,027,025.00	90,502.94	1,491,330.91	2,535,694.09	62.97%
Fund: 400 - WATER FUND Surplus (Deficit):	-1,857,685.00	-2,050,060.00	68,869.40	-213,507.29	1,836,552.71	89.59%
Report Surplus (Deficit):	-1,857,685.00	-2,050,060.00	68,869.40	-213,507.29	1,836,552.71	89.59%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
400 - WATER FUND	-1,857,685.00	-2,050,060.00	68,869.40	-213,507.29	1,836,552.71
Report Surplus (Deficit):	-1,857,685.00	-2,050,060.00	68,869.40	-213,507.29	1,836,552.71



City of Washington, MO

Budget Report

Account Summary

For Fiscal: 2021-2022 Period Ending: 05/31/2022

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 410 - SEWAGE TREATMENT FUND							
Revenue							
410-36-000-418500	Sanitary Sewer District	30,000.00	30,000.00	0.00	38,182.16	8,182.16	127.27 %
410-36-000-450600	Penalties/Interest Charges	30,000.00	30,000.00	2,331.63	20,483.29	-9,516.71	31.72 %
410-36-000-450900	Revenues-All Other	0.00	0.00	2,834.73	2,836.02	2,836.02	0.00 %
410-36-000-454100	Sewer Service Charges	2,500,000.00	2,500,000.00	198,126.51	1,610,733.32	-889,266.68	35.57 %
410-36-000-454125	Surcharge Fees	15,000.00	15,000.00	1,691.55	11,158.87	-3,841.13	25.61 %
410-36-000-454150	Leachate Disposal Charge	45,000.00	45,000.00	5,950.00	20,400.00	-24,600.00	54.67 %
410-36-000-454200	Sewer Connection Charges	50,000.00	50,000.00	3,366.00	63,207.00	13,207.00	126.41 %
410-36-000-480000	Investment Income	5,000.00	5,000.00	0.00	1,345.29	-3,654.71	73.09 %
410-36-000-480200	Investment Income.-Bond Acct.	275,000.00	275,000.00	0.00	133,343.28	-141,656.72	51.51 %
	Revenue Total:	2,950,000.00	2,950,000.00	214,300.42	1,901,689.23	-1,048,310.77	35.54 %
Expense							
410-36-000-510100	Salaries/Wages-Regular	185,700.00	185,700.00	18,714.93	130,771.62	54,928.38	29.58 %
410-36-000-510200	Wages-PartTime/Permanent	5,670.00	5,670.00	0.00	0.00	5,670.00	100.00 %
410-36-000-510300	Salaries/Wages-Overtime	4,120.00	4,120.00	447.75	3,067.22	1,052.78	25.55 %
410-36-000-511100	FICA Taxes	14,870.00	14,870.00	1,411.44	9,813.42	5,056.58	34.01 %
410-36-000-511300	Health Insurance	39,020.00	39,020.00	3,972.12	24,678.48	14,341.52	36.75 %
410-36-000-511400	Dental Insurance	2,040.00	2,040.00	226.09	1,470.83	569.17	27.90 %
410-36-000-511600	Life Insurance	270.00	270.00	30.33	174.16	95.84	35.50 %
410-36-000-511700	LAGERS Retirement Plan	13,630.00	13,630.00	825.32	7,489.92	6,140.08	45.05 %
410-36-000-512605	Employee Incentive Program	200.00	200.00	0.00	75.29	124.71	62.36 %
410-36-000-512700	HRA Deductible	3,750.00	3,750.00	0.00	0.00	3,750.00	100.00 %
410-36-000-520050	Dispatching/Communication Dept.	0.00	0.00	0.00	16.19	-16.19	0.00 %
410-36-000-520250	Administration, Finance & IT Depar	67,005.00	67,005.00	0.00	37,584.19	29,420.81	43.91 %
410-36-000-520300	Technical Services	10,000.00	10,000.00	687.39	4,914.34	5,085.66	50.86 %
410-36-000-520400	Other Contracted Services	14,500.00	24,500.00	281.67	16,352.40	8,147.60	33.26 %
410-36-000-521540	Uniform Cleaning Service	1,000.00	1,000.00	87.12	449.24	550.76	55.08 %
410-36-000-521560	Building Repair & Maintenance	500.00	500.00	0.00	0.00	500.00	100.00 %
410-36-000-521620	Equipment Repair & Maintenance	36,680.00	36,680.00	171.31	9,263.70	27,416.30	74.74 %
410-36-000-521630	Vehicle Repair & Maintenance	2,000.00	2,000.00	0.00	3,325.61	-1,325.61	-66.28 %
410-36-000-521640	Equipment Rental	1,500.00	1,500.00	24.64	3,673.04	-2,173.04	-144.87 %
410-36-000-522100	Advertising	500.00	500.00	0.00	735.00	-235.00	-47.00 %
410-36-000-522200	Property, Liability & Casualty Insura	21,100.00	21,100.00	0.00	9,689.33	11,410.67	54.08 %
410-36-000-522210	Self-Insurance Deductible	300.00	300.00	0.00	209.10	90.90	30.30 %
410-36-000-522300	Printing/Duplicating	800.00	800.00	0.00	462.50	337.50	42.19 %
410-36-000-522400	Telephone	3,500.00	3,500.00	171.68	1,301.16	2,198.84	62.82 %
410-36-000-522410	Telephone-Alarm Control	5,000.00	5,000.00	75.33	726.50	4,273.50	85.47 %
410-36-000-522500	Training/Seminars	1,000.00	1,000.00	0.00	1,517.50	-517.50	-51.75 %
410-36-000-522600	Travel	700.00	700.00	0.00	262.13	437.87	62.55 %
410-36-000-522700	Professional Dues & Memberships	500.00	500.00	30.87	163.37	336.63	67.33 %
410-36-000-522900	Postage	6,000.00	6,000.00	514.16	3,784.16	2,215.84	36.93 %
410-36-000-522950	Credit Card Fees	20,000.00	20,000.00	1,815.05	13,698.81	6,301.19	31.51 %
410-36-000-530200	Lab Supplies	2,350.00	2,350.00	0.00	0.00	2,350.00	100.00 %
410-36-000-530410	Parts-Vehicle	5,300.00	5,300.00	250.29	500.06	4,799.94	90.56 %
410-36-000-530415	Parts-Equipment	15,000.00	15,000.00	0.00	1,932.88	13,067.12	87.11 %
410-36-000-530420	Office Supplies	500.00	500.00	24.98	853.69	-353.69	-70.74 %
410-36-000-530500	Asphalt/Rock/Cement	25,000.00	25,000.00	0.00	6,155.70	18,844.30	75.38 %
410-36-000-530600	Straw/Seeding/Plants	500.00	500.00	0.00	174.95	325.05	65.01 %
410-36-000-530700	Uniforms & Clothing	1,000.00	1,000.00	0.00	593.65	406.35	40.64 %
410-36-000-530800	General Supplies	1,500.00	1,500.00	258.04	1,923.60	-423.60	-28.24 %
410-36-000-531110	Electricity	41,000.00	41,000.00	2,922.72	28,623.51	12,376.49	30.19 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 05/31/2022

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
410-36-000-531120	Heating Fuel	2,500.00	2,500.00	89.65	2,816.90	-316.90	-12.68 %
410-36-000-531300	Gasoline & Oil	8,000.00	8,000.00	0.00	9,334.67	-1,334.67	-16.68 %
410-36-000-532200	Pipe & Fittings	7,000.00	7,000.00	0.00	6,286.43	713.57	10.19 %
410-36-000-532270	Manhole Replacement Program	10,000.00	10,000.00	0.00	6,875.18	3,124.82	31.25 %
410-36-000-533100	Chemicals	2,200.00	2,200.00	0.00	0.00	2,200.00	100.00 %
410-36-000-533300	Janitorial Supplies	400.00	400.00	70.64	157.64	242.36	60.59 %
410-36-000-534100	Depreciation Expense	255,000.00	255,000.00	0.00	0.00	255,000.00	100.00 %
410-36-000-534200	SmallTools/Equipment/Furnishings	23,475.00	23,475.00	461.86	8,048.38	15,426.62	65.72 %
410-36-000-541100	Improvements Other Than Building	250,000.00	425,000.00	0.00	206,391.25	218,608.75	51.44 %
410-36-000-541120	Sanitary Sewer System Improve	200,000.00	450,000.00	0.00	0.00	450,000.00	100.00 %
410-36-000-542100	Vehicles	16,000.00	16,000.00	0.00	0.00	16,000.00	100.00 %
410-36-000-542200	Machinery & Equipment	65,285.00	65,285.00	0.00	41,605.00	23,680.00	36.27 %
410-36-000-559200	Bond/Note Principal	1,030,000.00	1,030,000.00	0.00	1,030,000.00	0.00	0.00 %
410-36-361-510100	Salaries/Wages-Regular	259,980.00	259,980.00	18,536.17	166,907.78	93,072.22	35.80 %
410-36-361-510300	Salaries/Wages-Overtime	4,120.00	4,120.00	454.76	4,936.08	-816.08	-19.81 %
410-36-361-511100	FICA Taxes	19,800.00	19,800.00	1,382.13	12,584.71	7,215.29	36.44 %
410-36-361-511300	Health Insurance	51,950.00	51,950.00	3,854.52	31,862.53	20,087.47	38.67 %
410-36-361-511400	Dental Insurance	2,720.00	2,720.00	197.13	1,611.60	1,108.40	40.75 %
410-36-361-511600	Life Insurance	370.00	370.00	29.63	240.94	129.06	34.88 %
410-36-361-511700	LAGERS Retirement Plan	18,140.00	18,140.00	1,365.06	12,050.33	6,089.67	33.57 %
410-36-361-512605	Employee Incentive Program	400.00	400.00	0.00	145.29	254.71	63.68 %
410-36-361-512700	HRA Deductible	4,500.00	4,500.00	0.00	1,315.85	3,184.15	70.76 %
410-36-361-520250	Administration, Finance & IT Depar	67,005.00	67,005.00	0.00	37,584.19	29,420.81	43.91 %
410-36-361-520300	Technical Services	15,000.00	15,000.00	2,845.53	12,796.38	2,203.62	14.69 %
410-36-361-520400	Other Contracted Services	31,810.00	31,810.00	1,035.74	5,952.75	25,857.25	81.29 %
410-36-361-521540	Uniform Cleaning Service	1,500.00	1,500.00	101.29	682.09	817.91	54.53 %
410-36-361-521560	Building Repair & Maintenance	1,500.00	1,500.00	0.00	135.98	1,364.02	90.93 %
410-36-361-521620	Equipment Repair & Maintenance	113,080.00	113,080.00	210.56	14,456.22	98,623.78	87.22 %
410-36-361-521630	Vehicle Repair & Maintenance	6,000.00	6,000.00	0.00	633.31	5,366.69	89.44 %
410-36-361-521640	Equipment Rental	600.00	600.00	0.00	0.00	600.00	100.00 %
410-36-361-522200	Property, Liability & Casualty Insura	25,800.00	25,800.00	0.00	12,036.22	13,763.78	53.35 %
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	736.06	313.94	29.90 %
410-36-361-522400	Telephone	8,000.00	8,000.00	245.75	1,972.36	6,027.64	75.35 %
410-36-361-522500	Training/Seminars	800.00	800.00	0.00	75.00	725.00	90.63 %
410-36-361-522600	Travel	500.00	500.00	0.00	164.77	335.23	67.05 %
410-36-361-522700	Professional Dues & Memberships	200.00	200.00	0.00	80.00	120.00	60.00 %
410-36-361-522900	Postage	5,000.00	5,000.00	514.16	3,796.30	1,203.70	24.07 %
410-36-361-530200	Lab Supplies	19,000.00	19,000.00	349.25	1,027.55	17,972.45	94.59 %
410-36-361-530410	Parts-Vehicle	1,500.00	1,500.00	0.00	713.18	786.82	52.45 %
410-36-361-530415	Parts-Equipment	82,500.00	82,500.00	76.03	1,600.51	80,899.49	98.06 %
410-36-361-530420	Office Supplies	200.00	200.00	0.00	0.00	200.00	100.00 %
410-36-361-530500	Asphalt/Rock/Cement	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
410-36-361-530600	Straw/Seeding/Plants	500.00	500.00	0.00	12.55	487.45	97.49 %
410-36-361-530700	Uniforms & Clothing	600.00	600.00	0.00	102.50	497.50	82.92 %
410-36-361-530800	General Supplies	2,000.00	2,000.00	174.52	1,315.14	684.86	34.24 %
410-36-361-531110	Electricity	190,000.00	190,000.00	13,361.83	106,240.38	83,759.62	44.08 %
410-36-361-531120	Heating Fuel	17,000.00	17,000.00	703.04	18,781.23	-1,781.23	-10.48 %
410-36-361-531300	Gasoline & Oil	3,500.00	3,500.00	0.00	2,141.49	1,358.51	38.81 %
410-36-361-532200	Pipe & Fittings	1,500.00	1,500.00	0.00	72.65	1,427.35	95.16 %
410-36-361-533100	Chemicals	22,300.00	22,300.00	2,178.00	13,692.44	8,607.56	38.60 %
410-36-361-534100	Depreciation Expense	925,000.00	925,000.00	0.00	0.00	925,000.00	100.00 %
410-36-361-534200	Small Tools/Equipment/Furnishings	13,425.00	13,425.00	785.97	6,521.40	6,903.60	51.42 %
410-36-361-541100	Improvements other than Buildings	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00 %
410-36-361-542200	Machinery & Equipment	267,000.00	267,000.00	0.00	141,638.80	125,361.20	46.95 %
410-36-361-542300	Furniture & Fixtures	30,000.00	30,000.00	0.00	13,496.35	16,503.65	55.01 %
410-36-361-559110	Interest Expense	417,100.00	417,100.00	0.00	214,501.59	202,598.41	48.57 %
410-36-361-559120	Agent Fees	55,000.00	55,000.00	0.00	46,189.76	8,810.24	16.02 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 05/31/2022

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
410-36-361-559130	Amortization of Bond Discount/Pre	-20,780.00	-20,780.00	0.00	0.00	-20,780.00	100.00 %
	Expense Total:	5,261,535.00	5,696,535.00	81,966.45	2,528,746.96	3,167,788.04	55.61%
Fund: 410 - SEWAGE TREATMENT FUND Surplus (Deficit):		-2,311,535.00	-2,746,535.00	132,333.97	-627,057.73	2,119,477.27	77.17%
	Report Surplus (Deficit):	-2,311,535.00	-2,746,535.00	132,333.97	-627,057.73	2,119,477.27	77.17%

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 410 - SEWAGE TREATMENT FUND						
Revenue	2,950,000.00	2,950,000.00	214,300.42	1,901,689.23	-1,048,310.77	35.54%
Expense	5,261,535.00	5,696,535.00	81,966.45	2,528,746.96	3,167,788.04	55.61%
Fund: 410 - SEWAGE TREATMENT FUND Surplus (Deficit):	-2,311,535.00	-2,746,535.00	132,333.97	-627,057.73	2,119,477.27	77.17%
Report Surplus (Deficit):	-2,311,535.00	-2,746,535.00	132,333.97	-627,057.73	2,119,477.27	77.17%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
410 - SEWAGE TREATMENT FUND	-2,311,535.00	-2,746,535.00	132,333.97	-627,057.73	2,119,477.27
Report Surplus (Deficit):	-2,311,535.00	-2,746,535.00	132,333.97	-627,057.73	2,119,477.27

Memorandum

TO: Darren Lamb, City Administrator
Board of Public Works

FROM: Kevin Quaethem, Water and Wastewater Superintendent

DATE: June 28, 2022

RE: Work Performed by the Water and Wastewater Departments

STATUS OF MAJOR CONTRACTS – MAY 2022

PROJECT	VENDOR	CONTRACT AMOUNT	PREVIOUSLY APPROVED	CURRENTLY APPROVED	BALANCE
Enduro & Clay St Water Storage Tanks	Cochran Eng.	\$54,000.00	\$35,992.87	\$13,295.00	\$ 4,712.13
Sanitary Manhole Coating	Midwest Infrastructure Coatings, LLC	\$46,345.00	\$17,113.40	\$0	\$29,231.60
Interior & Exterior Recoating – Clay St & Enduro Tanks	Worldwide Industries Corp	\$593,500.00	\$482,961.00	\$0	\$110,539.00
Sliplining	Insituform Technologies USA, LLC	\$544,939.20	\$241,218.82	\$0	\$303,720.38
Southpoint Ground Water Storage Tank	Cochran Eng.	\$74,960.00	\$0.00	\$7,496.00	\$74,960.00

MAY 2022

Water Pumped. 52,393,454 gallons, 1.69 mgd

Wastewater Effluent Flow. 86,780,000 gallons, 2.80 mgd

Missouri One Call Locate messages.....225

Meters Issued as New. 11

Meters Replaced 1

Meters Issued for Irrigation systems 1

Service Requests/Meter Appts./Work Orders.....53

Sewer Routines31

Delinquent Accounts shut off.40

WATER DEPARTMENT FIELD WORK PERFORMED – MAY 2022

- | | |
|---|---|
| 1. Shop Maintenance | 7. Leak repair at Bleckmann |
| 2. Meter/Swapping/Repair | 8. Curbstop repair at 1443 E 8 th St |
| 3. Check Wells/Lift Stations/Heaters | 9. Curbstop repair at 817 W. 7 th St |
| 4. Install pip at Southpoint Road | 10. Water main break at Kingsland |
| 5. Water main break at 5 th St Mercy | 11. Curbstop repair at 607 Roberts |
| 6. Curbstop repair at Royal Crest | |

WASTEWATER DEPARTMENT FIELD WORK PERFORMED – MAY 2022

- | | |
|--------------------------------|--|
| 1. Sewer Routines | 7. Stormwater control at Front St |
| 2. Manhole Inspections | 8. Sewer repair at 1400 5 th St |
| 3. Daily Lab work and Routines | 9. Sewer repair at Mike Allan Dr. |
| 4. Clean Process Filters | 10. Sewer jet at Norwood Ct |
| 5. Clean belt press | 11. Televis sewer on Rabbit Trail |
| 6. Store sludge in drying beds | |

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. Maintenance on Wells
7. Flushed hydrants – scheduled routine flushing.
8. Wastewater lab work.
9. Root-sawed and/or cleaned sewer lines where necessary.
10. Hauled sludge.
11. Televised sewer lines.
12. Performed river gauge measurement.
13. Performed sewer and water service main inspections.
14. Located water and sewer lines.
15. Monitored construction of water and sewer mains in new developments.
16. Responded to service call requests.
17. Invoiced for meters, materials and other charges as necessary.
18. Performed maintenance and repairs on buildings, vehicles, and equipment.

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

[illegible]

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

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

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