

MINUTES OF THE BOARD OF PUBLIC WORKS

Tuesday December 26, 2023

The Regular Meeting of the Board of Public Works held on December 26, 2023 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
Vice Chairman	Brad Mitchell	Absent
Secretary	Mike Radetic	Present
Member	Steve Richardson	Present
Ex-officio Member	Steve Strubberg	Present
Ex-officio Member	Vacant	

OTHERS:

Council Representative	Mike Coulter	Present
Council Representative	Chad Briggs	Absent
Mayor	James Hagedorn	Present
City Administrator	Darren Lamb	Absent
Public Works Superintendent	Kevin Quaethem	Present
Water/Wastewater Admin. Asst.	Theresa Lamke	Present
Interim City Engineer	Charles Stankovic	Absent
Assistant City Engineer	Andrea Lueken	Absent
Waste Water Foreman	Kerry Duke	Present
Water Foreman	Dylan Voss	Present
GIS Engineering		

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 seconded by Mr. Richardson to approve the minutes from the regular meeting held November 28, 2023 meeting. The motion passed without dissent.

Priority Items

None

Wastewater

Everything's going good. We had an inspection for our industrial monitoring through the industrial users from DNR. It's one of our EPA requirements and DNR requirements with our new hire down at the treatment plant, Todd Blanc. Todd Blanc was the enforcer for DNR for industrial monitoring. We went through with flying colors. No non compliances. I think it's the first year now that we have gone through without any issues at all. So Todd's doing a great job down there. **Now, we do have one industry** that does have an administrative order. It's due to multiple notices of violation for their discharge, but we're working through that. We're working with them so that they can come back into compliance and that nothing happens. The stations are doing fine, sewer lines are doing fine.

We're starting on our next run of slip lining. I do have on order some of those eye trackers that I had brought to you guys. I got everything going on that; we should be seeing them in the next couple of weeks. When they get in, we'll deploy them down on the riverfront trail. We've got twelve manholes that follow the riverfront trail. We've never known if there's anything coming into them. We're going to find out either if we get it, whether it's not raining or when it's raining. The company will come in and help us set them up, train the guys, and then it'll be all through the cloud. They'll give us reports back. It's all part of the package.

How long do those industries have to get in compliance? We give them timelines. So, like, this one here has four months. But it's not like we found out yesterday, and we gave them four. Been since Todd's came on board, which was in a year now, I think a little over a year he's been working with this industry to get them into compliance. And it's just been, I don't want to say a dragging of feet or just not understanding quite how serious this can get. It's just gotten to the point where now we had to issue this administrative order or we ourselves would have gotten into trouble by the DNR and EPA. We have to protect ourselves. Do we have something in place? Like, they get fined? Yes. Our codes, if they don't comply within the four months, we have the ability to fine them \$500 a day. Their discharge qualities have improved. It's just a few more things that they have neglected. Basically, it's operational is what it is; it's not the end of the world, but something we had to do. They're making an attempt to comply. Yes. They're not blatantly disregarding it and saying, we don't have to follow this.

Water

We have a bill for KJ, this is pay request 24, \$25,772.65. Which is in regards to the water tank. Yes. Even though we're not painting the tank until April, May, June of next year, there's still groundwork that has to be done around the tank and everything, and that's what KJU is following up on now. So they've got a lot of work to do out there with that now that all the equipment, everything's off the site. That's what they'll be doing. A motion made by Steve Richardson and seconded by Mike Radetic. All in favor? Aye.

Opposed? Motion carries. Send it on to the consul.

We have a bill for Cochrane for the water tank. Yes, this is \$3,748. This is the engineering side of the tank, for they still go out when KJU is working and make sure they're doing what they're supposed to be

doing. It's their site visit stuff that they have to do. It's all part of the package. Okay, so move things they have to take care of. A motion made by Mike Radetic and seconded by Steve Richardson. All in favor? Aye. Opposed? Motion carries

Second street. We're still working on Second street. We have all of the services, so all the residential is tied into the new line. We have two fire lines that we have to get reattached. One is for the old auto building, and one is the fire line that's running up to the church there on Second street. We went out and tried to shut down the old line, and we found out that none of the valves, is to fix the problems down there. We would have had to spread way too far out to try and get this done, blocks out to get the water shut off. We decided to order some insta valves to be able to put in line and put in new valves. We'll put it in an instavalve, put in a new valve and open up the insta valve and bury it. We're waiting on the materials to get here to do that. The material should be here this week. So as soon as it comes in, we'll be probably starting on Jefferson street. We'll have Jefferson street shut down. We'll have to dig a hole. Well, two holes in Jefferson street. One of them we already have, but we'll have to dig a new one. Same thing on Cedar street. We got to do the same thing over on Cedar street. Because the line on Second street at Cedar, heading west, the valves don't work there. We would have to go out another three to four to five blocks to get that done. That's kind of what's holding us up on Second street. Once we get the old line shut off, then we can put the other two lines onto the new line because we got to tear out the old line because it's dead. They did a great job of keeping it lined up, unfortunately, we got to go through the old line to tie the two power lines in. So that's where we're at.

The tank, as we know it's on hold for painting. We had the conversation about putting the logo on the tank. Well, apparently, we couldn't get any funding; we're just putting the words on the tank, it will just say Washington. All I know is Darren said just go back to the original plan. I said, okay, so we're at the original plan. Down the road, if you want to use it as a branding technique, like Sal was wanting to do as the economic developer. The one you would want to do it on is Crestview tank.

The water system is going good. We do have a situation at well seven where we, for some reason, have dropped production. I had Flynn drilling come out after, Danny Flynn was here. He brought his magnetic flow meter that they can use to analyze flow meters. We dropped production by about, roughly right around 200 gallons a minute at that well. And both their strap on meter and our meter, they were 50 gallons difference, which is well and with parameter ranges. We have something going on. We're going to have to pull that well at some point in time just to do an investigation to find out what's going on. And then well six, we're going to try pulling that one sometime in the beginning of next year. We know we have a problem because of, as Danny said, we have a pump that technically should not be running. Technically. That's. That one that has no really look at. Yeah, that's the one that we know 100% we've got a problem. It's just a matter of time before it goes out. It could go out tomorrow. You got to pull that one to find out anyway. Other than that, everything else is doing good.

I have a question on two wastewater projects, the east fifth street, the large ptrap, I think, was Engineered and ready to get started. What's the status? It was engineered. It's ready to went out to KJU, and KJU came out with a different design than what was originally brought in. I have the plan that they gave me which is really a pretty decent plan for what the situation is. I'm going to try to get with Cochrane

this week so they can review it, because they are our engineering firm that's on record for this. That's where we're at on that. They got a lot of shot rock in there to stabilize the bank, which needed to be done anyway. We anticipate this change is going to hopefully be improving. The initial thought is it could possibly drop the cost. Okay, so just waiting for numbers. Basically, it's taking a steel pipe and putting it across there and building the truss within the steel pipe, instead of having a pipe go through and then building a truss around the pipe.

How much engineering work is going to need to be done on that **new development off of Fifth** street up towards the highway? As far as water and sewer or just as in general? In general, they got a lot to do. They got a lot of stuff. It's a heck of a slope, but they can do that. As far as water and sewer goes, that's really not going to be a problem. They'll bring water in off of Fifth street, run it all through it. Sewer will go down to the bottom of the hill, and then they will have to cross the creek there. So they'll have to do their own creek crossing to get to the sewer line on the north side of the creek. You sure won't need a lift station over. They're going to have to watch their grade to make sure that they don't have too steep a grade and have separation. But that's their job, and we'll make sure it's the grade it's supposed to be, but it's theirs to come back with us, which we will review in a site plan. And Sarah's all involved in that, too.

You had a lateral or some sort of an offshoot down on the west end of town behind a couple of houses that needed to be. That's on fair street. We haven't got to that one yet. It's still in the plans, we just haven't. Second street kind of tied us up on a lot of stuff. We know that that four inch line that takes in five or six houses does plug up, and it does backup. There's no way of really cleaning it any good way. And we know it discharges sewer into the road, which then gets into receiving stream. We could go to every resident and say, hey, you got a problem. But the resident that may have bought that house didn't build that as a city. We need to step up and say, okay, we can run a line up to here. Everybody ties into it. Boom, you're done. Then I'll give a letter to each resident saying, you're now tied into the new line. You're responsible from your house to the main is to here, and we'll be able to guide it that way rather than trying to figure out who's having the problem, because we have no way of knowing which house is really creating the problem. It's still on the plans. Like I said, second street is. We have a very highly capable crew, but a very limited crew, so we do what we can.

Our next meeting is scheduled for February 27. Motion to adjourn.

Motion by Steve Richardson and seconded by Mike Radetic. The motion passed.

Next Scheduled Meeting Date

The next scheduled meeting date is Tuesday February 27, 2024.

Adjourn

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

Prepared by: _____
Theresa Lamke
Water/Wastewater
Administrative Assistant

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: 1/19/2024
Re: Flynn Drilling Company Repair of Well #6 - Pay Request

Attached is the pay request in the amount of \$25,800.50, Invoice #36033, from Flynn Drilling Company for the repair of Well #6 for the City of Washington. Payment is recommended and the status is summarized below:

<u>Description</u>	<u>Contract Amount</u>
Contract Amount	<u>\$25,800.50</u>
Amount Due	<u>\$25,800.50</u>

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

Flynn Drilling Company
PO Box 265
TROY, MO 63379
636-528-6137
www.flynnndrilling.com



INVOICE

BILL TO

City of Washington
4 Chamber Drive
Washington, MO 63090

INVOICE # 36033
DATE 01/08/2024

DESCRIPTION	QTY	RATE	AMOUNT
75 460V 3PH SME Motor	1	15,243.00	15,243.00
Setting Material Complete	1	995.00	995.00
Mobe, Demobe, Test, Pull Pump , Inspect, Prep, Reinstall & Test Complete	1	10,625.00	10,625.00
Inspection Program Labor Discount	1	-1,062.50	-1,062.50
SUBTOTAL			25,800.50
TAX			0.00
TOTAL			25,800.50
BALANCE DUE			\$25,800.50

Payment is due upon receipt.
Accounts not paid within 30 days of the date of the invoice are subject to a 18% APR Finance Charge.

Credit card payments are subject to a 2% convenience fee.



	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 400 - WATER FUND						
Revenue						
400-35-000-434100	County Grants	1,000,000.00	1,000,000.00	0.00	0.00	-1,000,000.00 100.00 %
400-35-000-450600	Penalties/Interest Charges	20,000.00	20,000.00	2,969.40	6,770.43	-13,229.57 66.15 %
400-35-000-450900	Revenues-All Other	15,000.00	15,000.00	0.00	1,156.87	-13,843.13 92.29 %
400-35-000-453100	Water Sales	2,030,000.00	2,030,000.00	142,149.76	507,371.85	-1,522,628.15 75.01 %
400-35-000-453200	Water Meter Sales	40,000.00	40,000.00	3,461.27	7,641.93	-32,358.07 80.90 %
400-35-000-453500	Connection Charges	70,000.00	70,000.00	3,000.00	10,800.00	-59,200.00 84.57 %
400-35-000-453550	Tap Charges	1,000.00	1,000.00	0.00	225.00	-775.00 77.50 %
400-35-000-453600	Labor & Equipment Charges	1,300.00	1,300.00	0.00	974.62	-325.38 25.03 %
400-35-000-453700	Miscellaneous Materials Sold	3,000.00	3,000.00	0.00	454.00	-2,546.00 84.87 %
400-35-000-461200	Rent/Lease-Municipal Property/Bui	76,500.00	76,500.00	4,920.89	14,759.00	-61,741.00 80.71 %
400-35-000-480000	Investment Income	15,000.00	15,000.00	0.00	0.00	-15,000.00 100.00 %
	Revenue Total:	3,271,800.00	3,271,800.00	156,501.32	550,153.70	-2,721,646.30 83.18%
Expense						
400-35-000-510100	Salaries/Wages-Regular	480,990.00	480,990.00	25,537.48	78,046.14	402,943.86 83.77 %
400-35-000-510150	Elected Board Officials Compensati	200.00	200.00	100.00	100.00	100.00 50.00 %
400-35-000-510300	Salaries/Wages-Overtime	23,520.00	23,520.00	1,572.92	2,943.86	20,576.14 87.48 %
400-35-000-511100	FICA Taxes	38,600.00	38,600.00	2,021.07	5,960.50	32,639.50 84.56 %
400-35-000-511300	Health Insurance	120,280.00	120,280.00	5,734.97	16,158.67	104,121.33 86.57 %
400-35-000-511400	Dental Insurance	8,330.00	8,330.00	435.81	1,230.57	7,099.43 85.23 %
400-35-000-511600	Life Insurance	730.00	730.00	38.46	105.93	624.07 85.49 %
400-35-000-511700	LAGERS Retirement Plan	33,780.00	33,780.00	1,602.13	4,721.26	29,058.74 86.02 %
400-35-000-512605	Employee Incentive Program	450.00	450.00	360.00	360.00	90.00 20.00 %
400-35-000-512700	HRA Deductible	14,370.00	14,370.00	0.00	7,028.63	7,341.37 51.09 %
400-35-000-520250	Administration, Finance & IT Depar	201,930.00	201,930.00	0.00	33,654.98	168,275.02 83.33 %
400-35-000-520300	Technical Services	24,480.00	24,480.00	1,580.14	3,736.42	20,743.58 84.74 %
400-35-000-520400	Other Contracted Services	58,570.00	58,570.00	2,763.52	15,778.30	42,791.70 73.06 %
400-35-000-521300	Tipping Fee- City of Washington	0.00	0.00	0.00	60.00	-60.00 0.00 %
400-35-000-521540	Uniform Cleaning Service	1,800.00	1,800.00	113.63	537.67	1,262.33 70.13 %
400-35-000-521560	Building Repair & Maintenance	5,000.00	5,000.00	65.03	671.03	4,328.97 86.58 %
400-35-000-521620	Equipment Repair & Maintenance	17,470.00	17,470.00	1,124.19	6,597.90	10,872.10 62.23 %
400-35-000-521630	Vehicle Repair & Maintenance	5,000.00	5,000.00	839.80	871.90	4,128.10 82.56 %
400-35-000-521635	Water System Repair & Maintenan	7,000.00	7,000.00	0.00	0.00	7,000.00 100.00 %
400-35-000-521636	Well Pump Repair & Maintenance	23,840.00	23,840.00	0.00	0.00	23,840.00 100.00 %
400-35-000-521640	Equipment Rental	1,500.00	1,500.00	28.34	92.11	1,407.89 93.86 %
400-35-000-522100	Advertising	800.00	800.00	0.00	0.00	800.00 100.00 %
400-35-000-522200	Property, Liability & Casualty Insura	48,700.00	48,700.00	0.00	5,955.90	42,744.10 87.77 %
400-35-000-522210	Self-Insurance Deductible	500.00	500.00	0.00	0.00	500.00 100.00 %
400-35-000-522300	Printing/Duplicating	3,000.00	3,000.00	0.00	0.00	3,000.00 100.00 %
400-35-000-522400	Telephone	5,250.00	5,250.00	532.08	1,590.23	3,659.77 69.71 %
400-35-000-522500	Training/Seminars	2,000.00	2,000.00	0.00	0.00	2,000.00 100.00 %
400-35-000-522600	Travel	1,500.00	1,500.00	0.00	379.30	1,120.70 74.71 %
400-35-000-522700	Professional Dues & Memberships	4,400.00	4,400.00	0.00	1,425.00	2,975.00 67.61 %
400-35-000-522900	Postage	14,500.00	14,500.00	1,118.56	3,354.56	11,145.44 76.87 %
400-35-000-522950	Credit Card Fees	24,000.00	24,000.00	2,460.44	7,196.90	16,803.10 70.01 %
400-35-000-530100	Subscriptions	0.00	0.00	4.99	12.99	-12.99 0.00 %
400-35-000-530410	Parts-Vehicle	4,000.00	4,000.00	608.97	668.58	3,331.42 83.29 %
400-35-000-530415	Parts-Equipment	10,500.00	10,500.00	218.55	582.23	9,917.77 94.45 %
400-35-000-530420	Office Supplies	1,200.00	1,200.00	38.01	154.40	1,045.60 87.13 %
400-35-000-530500	Asphalt/Rock/Cement	20,000.00	20,000.00	502.86	9,143.45	10,856.55 54.28 %
400-35-000-530600	Straw/Seeding/Plants	1,000.00	1,000.00	0.00	0.00	1,000.00 100.00 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>400-35-000-530700</u>	Uniforms & Clothing	3,000.00	3,000.00	67.56	162.55	2,837.45	94.58 %
<u>400-35-000-530800</u>	General Supplies	7,000.00	7,000.00	222.21	584.43	6,415.57	91.65 %
<u>400-35-000-531110</u>	Electricity	180,000.00	180,000.00	0.00	13,630.61	166,369.39	92.43 %
<u>400-35-000-531120</u>	Heating Fuel	3,200.00	3,200.00	520.87	885.36	2,314.64	72.33 %
<u>400-35-000-531300</u>	Gasoline & Oil	26,000.00	26,000.00	0.00	0.00	26,000.00	100.00 %
<u>400-35-000-532100</u>	Meters	124,300.00	124,300.00	442.74	29,678.02	94,621.98	76.12 %
<u>400-35-000-532150</u>	Hydrants	45,350.00	45,350.00	998.00	1,930.60	43,419.40	95.74 %
<u>400-35-000-532200</u>	Pipe & Fittings	44,410.00	44,410.00	6,764.26	16,554.17	27,855.83	62.72 %
<u>400-35-000-532250</u>	Line Extensions-Minor	0.00	0.00	0.00	4,368.50	-4,368.50	0.00 %
<u>400-35-000-533100</u>	Chemicals	15,750.00	15,750.00	1,290.03	4,696.95	11,053.05	70.18 %
<u>400-35-000-533300</u>	Janitorial Supplies	210.00	210.00	130.15	187.89	22.11	10.53 %
<u>400-35-000-534100</u>	Depreciation Expense	415,000.00	415,000.00	0.00	0.00	415,000.00	100.00 %
<u>400-35-000-534200</u>	SmallTools/Equipment/Furnishings	95,790.00	95,790.00	4,425.38	12,092.90	83,697.10	87.38 %
<u>400-35-000-541100</u>	Improvements Other Than Building	598,000.00	788,000.00	29,520.65	377,902.55	410,097.45	52.04 %
<u>400-35-000-541110</u>	Water System Improvements	300,000.00	300,000.00	9,255.84	59,154.10	240,845.90	80.28 %
<u>400-35-000-542100</u>	Vehicles	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
<u>400-35-000-542200</u>	Machinery & Equipment	130,000.00	130,000.00	0.00	0.00	130,000.00	100.00 %
<u>400-35-000-559110</u>	Interest Expense	109,600.00	109,600.00	0.00	0.00	109,600.00	100.00 %
<u>400-35-000-559140</u>	Amortization Bond Issuance Costs	-44,920.00	-44,920.00	0.00	0.00	-44,920.00	100.00 %
<u>400-35-000-559200</u>	Bond/Note Principal	277,200.00	277,200.00	0.00	0.00	277,200.00	100.00 %
<u>400-99-000-569100</u>	Transfer out - General Fund	140,000.00	140,000.00	0.00	0.00	140,000.00	100.00 %
	Expense Total:	3,729,080.00	3,919,080.00	103,039.64	730,948.04	3,188,131.96	81.35%
	Fund: 400 - WATER FUND Surplus (Deficit):	-457,280.00	-647,280.00	53,461.68	-180,794.34	466,485.66	72.07%
	Report Surplus (Deficit):	-457,280.00	-647,280.00	53,461.68	-180,794.34	466,485.66	72.07%

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	
					Favorable (Unfavorable)	Percent Remaining
Fund: 400 - WATER FUND						
Revenue	3,271,800.00	3,271,800.00	156,501.32	550,153.70	-2,721,646.30	83.18%
Expense	3,729,080.00	3,919,080.00	103,039.64	730,948.04	3,188,131.96	81.35%
Fund: 400 - WATER FUND Surplus (Deficit):	-457,280.00	-647,280.00	53,461.68	-180,794.34	466,485.66	72.07%
Report Surplus (Deficit):	-457,280.00	-647,280.00	53,461.68	-180,794.34	466,485.66	72.07%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
400 - WATER FUND	-457,280.00	-647,280.00	53,461.68	-180,794.34	466,485.66
Report Surplus (Deficit):	-457,280.00	-647,280.00	53,461.68	-180,794.34	466,485.66



		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 410 - SEWAGE TREATMENT FUND							
Revenue							
410-36-000-434600	Sanitary Sewer District	75,000.00	75,000.00	5,458.48	15,462.22	-59,537.78	79.38 %
410-36-000-450600	Penalties/Interest Charges	30,000.00	30,000.00	3,397.63	7,945.77	-22,054.23	73.51 %
410-36-000-450900	Revenues-All Other	5,000.00	5,000.00	0.00	940.00	-4,060.00	81.20 %
410-36-000-454100	Sewer Service Charges	2,843,000.00	2,843,000.00	201,349.40	613,958.38	-2,229,041.62	78.40 %
410-36-000-454125	Surcharge Fees	20,000.00	20,000.00	0.00	298.88	-19,701.12	98.51 %
410-36-000-454150	Leachate Disposal Charge	40,000.00	40,000.00	340.00	2,730.00	-37,270.00	93.18 %
410-36-000-454200	Sewer Connection Charges	80,000.00	80,000.00	5,639.46	11,350.71	-68,649.29	85.81 %
410-36-000-480000	Investment Income	3,000.00	3,000.00	0.00	0.00	-3,000.00	100.00 %
410-36-000-480200	Investment Income.-Bond Acct.	188,870.00	188,870.00	0.00	6,560.26	-182,309.74	96.53 %
	Revenue Total:	3,284,870.00	3,284,870.00	216,184.97	659,246.22	-2,625,623.78	79.93%
Expense							
410-36-000-510100	Salaries/Wages-Regular	244,330.00	244,330.00	17,656.71	52,122.34	192,207.66	78.67 %
410-36-000-510300	Salaries/Wages-Overtime	7,390.00	7,390.00	21.00	66.10	7,323.90	99.11 %
410-36-000-511100	FICA Taxes	19,270.00	19,270.00	1,310.17	3,833.09	15,436.91	80.11 %
410-36-000-511300	Health Insurance	39,680.00	39,680.00	3,346.59	10,039.80	29,640.20	74.70 %
410-36-000-511400	Dental Insurance	3,420.00	3,420.00	286.17	858.53	2,561.47	74.90 %
410-36-000-511600	Life Insurance	340.00	340.00	25.75	77.26	262.74	77.28 %
410-36-000-511700	LAGERS Retirement Plan	16,870.00	16,870.00	1,184.37	3,383.78	13,486.22	79.94 %
410-36-000-512605	Employee Incentive Program	150.00	150.00	160.00	160.00	-10.00	-6.67 %
410-36-000-512700	HRA Deductible	4,680.00	4,680.00	0.00	0.00	4,680.00	100.00 %
410-36-000-520250	Administration, Finance & IT Depar	100,860.00	100,860.00	0.00	16,810.00	84,050.00	83.33 %
410-36-000-520300	Technical Services	21,180.00	21,180.00	764.14	2,322.42	18,857.58	89.03 %
410-36-000-520400	Other Contracted Services	49,990.00	49,990.00	3,940.51	9,652.34	40,337.66	80.69 %
410-36-000-521540	Uniform Cleaning Service	1,100.00	1,100.00	89.12	315.54	784.46	71.31 %
410-36-000-521560	Building Repair & Maintenance	1,700.00	1,700.00	65.03	65.03	1,634.97	96.17 %
410-36-000-521620	Equipment Repair & Maintenance	56,070.00	56,070.00	9,998.28	14,475.39	41,594.61	74.18 %
410-36-000-521630	Vehicle Repair & Maintenance	19,210.00	19,210.00	0.00	0.00	19,210.00	100.00 %
410-36-000-521640	Equipment Rental	5,370.00	5,370.00	28.34	92.10	5,277.90	98.28 %
410-36-000-522100	Advertising	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
410-36-000-522200	Property, Liability & Casualty Insura	24,800.00	24,800.00	0.00	2,962.02	21,837.98	88.06 %
410-36-000-522210	Self-Insurance Deductible	300.00	300.00	0.00	0.00	300.00	100.00 %
410-36-000-522300	Printing/Duplicating	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
410-36-000-522400	Telephone	3,930.00	3,930.00	172.15	473.69	3,456.31	87.95 %
410-36-000-522410	Telephone-Alarm Control	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
410-36-000-522500	Training/Seminars	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
410-36-000-522600	Travel	700.00	700.00	0.00	379.28	320.72	45.82 %
410-36-000-522700	Professional Dues & Memberships	500.00	500.00	0.00	0.00	500.00	100.00 %
410-36-000-522900	Postage	6,500.00	6,500.00	555.00	1,673.00	4,827.00	74.26 %
410-36-000-522950	Credit Card Fees	28,000.00	28,000.00	2,460.43	7,196.88	20,803.12	74.30 %
410-36-000-530200	Lab Supplies	2,460.00	2,460.00	0.00	0.00	2,460.00	100.00 %
410-36-000-530410	Parts-Vehicle	7,500.00	7,500.00	188.90	913.87	6,586.13	87.82 %
410-36-000-530415	Parts-Equipment	33,800.00	33,800.00	1,179.02	1,445.45	32,354.55	95.72 %
410-36-000-530420	Office Supplies	1,000.00	1,000.00	20.57	113.29	886.71	88.67 %
410-36-000-530500	Asphalt/Rock/Cement	10,500.00	10,500.00	0.00	203.96	10,296.04	98.06 %
410-36-000-530600	Straw/Seeding/Plants	500.00	500.00	0.00	0.00	500.00	100.00 %
410-36-000-530700	Uniforms & Clothing	1,000.00	1,000.00	233.48	304.49	695.51	69.55 %
410-36-000-530800	General Supplies	3,640.00	3,640.00	21.70	245.03	3,394.97	93.27 %
410-36-000-530900	Employee Appreciation Cost	100.00	100.00	0.00	0.00	100.00	100.00 %
410-36-000-531110	Electricity	46,200.00	46,200.00	0.00	4,547.67	41,652.33	90.16 %
410-36-000-531120	Heating Fuel	3,200.00	3,200.00	520.86	885.35	2,314.65	72.33 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	(Unfavorable)	Remaining
410-36-000-531300	Gasoline & Oil	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
410-36-000-532200	Pipe & Fittings	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00 %
410-36-000-532270	Manhole Replacement Program	15,450.00	15,450.00	0.00	0.00	15,450.00	100.00 %
410-36-000-533100	Chemicals	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
410-36-000-533300	Janitorial Supplies	400.00	400.00	94.05	146.79	253.21	63.30 %
410-36-000-534100	Depreciation Expense	283,400.00	283,400.00	0.00	0.00	283,400.00	100.00 %
410-36-000-534200	SmallTools/Equipment/Furnishings	39,450.00	39,450.00	5,982.14	7,518.09	31,931.91	80.94 %
410-36-000-541100	Improvements Other Than Building	600,000.00	600,000.00	120,309.24	120,309.24	479,690.76	79.95 %
410-36-000-541120	Sanitary Sewer System Improve	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00 %
410-36-000-542100	Vehicles	45,000.00	45,000.00	0.00	0.00	45,000.00	100.00 %
410-36-000-542200	Machinery & Equipment	205,000.00	205,000.00	0.00	0.00	205,000.00	100.00 %
410-36-361-510100	Salaries/Wages-Regular	269,510.00	269,510.00	16,278.57	48,423.40	221,086.60	82.03 %
410-36-361-510200	Wages-PartTime/Permanent	0.00	0.00	2,163.04	6,784.08	-6,784.08	0.00 %
410-36-361-510300	Salaries/Wages-Overtime	10,280.00	10,280.00	13.18	1,525.28	8,754.72	85.16 %
410-36-361-511100	FICA Taxes	21,390.00	21,390.00	1,355.73	4,143.38	17,246.62	80.63 %
410-36-361-511300	Health Insurance	53,640.00	53,640.00	3,224.86	9,674.56	43,965.44	81.96 %
410-36-361-511400	Dental Insurance	3,970.00	3,970.00	227.39	682.20	3,287.80	82.82 %
410-36-361-511600	Life Insurance	350.00	350.00	21.85	65.55	284.45	81.27 %
410-36-361-511700	LAGERS Retirement Plan	16,640.00	16,640.00	1,078.33	3,326.74	13,313.26	80.01 %
410-36-361-512605	Employee Incentive Program	300.00	300.00	160.00	160.00	140.00	46.67 %
410-36-361-512700	HRA Deductible	6,490.00	6,490.00	0.00	66.70	6,423.30	98.97 %
410-36-361-520250	Administration, Finance & IT Depar	100,860.00	100,860.00	0.00	16,810.00	84,050.00	83.33 %
410-36-361-520300	Technical Services	24,530.00	24,530.00	2,974.39	6,559.17	17,970.83	73.26 %
410-36-361-520400	Other Contracted Services	30,880.00	30,880.00	260.84	1,555.77	29,324.23	94.96 %
410-36-361-521540	Uniform Cleaning Service	1,200.00	1,200.00	161.64	526.96	673.04	56.09 %
410-36-361-521560	Building Repair & Maintenance	1,550.00	1,550.00	0.00	70.12	1,479.88	95.48 %
410-36-361-521620	Equipment Repair & Maintenance	142,590.00	142,590.00	384.77	39,132.31	103,457.69	72.56 %
410-36-361-521630	Vehicle Repair & Maintenance	4,000.00	4,000.00	1,175.35	11,241.18	-7,241.18	-181.03 %
410-36-361-521640	Equipment Rental	500.00	500.00	0.00	0.00	500.00	100.00 %
410-36-361-522200	Property, Liability & Casualty Insura	32,000.00	32,000.00	0.00	3,609.80	28,390.20	88.72 %
410-36-361-522210	Self-Insurance Deductible	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
410-36-361-522300	Printing/Duplicating	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
410-36-361-522400	Telephone	4,840.00	4,840.00	299.35	906.58	3,933.42	81.27 %
410-36-361-522500	Training/Seminars	800.00	800.00	0.00	120.00	680.00	85.00 %
410-36-361-522600	Travel	500.00	500.00	0.00	0.00	500.00	100.00 %
410-36-361-522700	Professional Dues & Memberships	200.00	200.00	0.00	0.00	200.00	100.00 %
410-36-361-522900	Postage	7,200.00	7,200.00	555.00	1,673.00	5,527.00	76.76 %
410-36-361-530200	Lab Supplies	7,000.00	7,000.00	0.00	250.31	6,749.69	96.42 %
410-36-361-530410	Parts-Vehicle	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
410-36-361-530415	Parts-Equipment	60,100.00	60,100.00	3,740.53	5,364.00	54,736.00	91.07 %
410-36-361-530420	Office Supplies	200.00	200.00	0.00	134.67	65.33	32.67 %
410-36-361-530500	Asphalt/Rock/Cement	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
410-36-361-530600	Straw/Seeding/Plants	500.00	500.00	0.00	0.00	500.00	100.00 %
410-36-361-530700	Uniforms & Clothing	800.00	800.00	0.00	47.69	752.31	94.04 %
410-36-361-530800	General Supplies	1,800.00	1,800.00	84.03	281.64	1,518.36	84.35 %
410-36-361-531110	Electricity	189,880.00	189,880.00	0.00	13,097.11	176,782.89	93.10 %
410-36-361-531120	Heating Fuel	21,000.00	21,000.00	2,354.52	3,776.25	17,223.75	82.02 %
410-36-361-531300	Gasoline & Oil	4,200.00	4,200.00	0.00	0.00	4,200.00	100.00 %
410-36-361-532200	Pipe & Fittings	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
410-36-361-533100	Chemicals	25,690.00	25,690.00	2,178.00	5,070.60	20,619.40	80.26 %
410-36-361-534100	Depreciation Expense	920,000.00	920,000.00	0.00	0.00	920,000.00	100.00 %
410-36-361-534200	Small Tools/Equipment/Furnishings	34,150.00	34,150.00	1,629.60	8,021.26	26,128.74	76.51 %
410-36-361-541100	Improvements other than Buildings	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00 %
410-36-361-542200	Machinery & Equipment	355,000.00	355,000.00	0.00	0.00	355,000.00	100.00 %
410-36-361-559110	Interest Expense	319,800.00	319,800.00	0.00	0.00	319,800.00	100.00 %
410-36-361-559120	Agent Fees	35,520.00	35,520.00	0.00	0.00	35,520.00	100.00 %
410-36-361-559130	Amortization of Bond Discount/Pre	-21,700.00	-21,700.00	0.00	0.00	-21,700.00	100.00 %
410-36-361-559200	Bond/Note Principal	1,080,000.00	1,080,000.00	0.00	0.00	1,080,000.00	100.00 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>410-99-000-569100</u>	Transfer out - General Fund	140,000.00	140,000.00	0.00	0.00	140,000.00	100.00 %
	Expense Total:	6,189,000.00	6,189,000.00	210,934.69	456,692.13	5,732,307.87	92.62%
	Fund: 410 - SEWAGE TREATMENT FUND Surplus (Deficit):	-2,904,130.00	-2,904,130.00	5,250.28	202,554.09	3,106,684.09	106.97%
	Report Surplus (Deficit):	-2,904,130.00	-2,904,130.00	5,250.28	202,554.09	3,106,684.09	106.97%

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	3,284,870.00	3,284,870.00	216,184.97	659,246.22	-2,625,623.78	79.93%
Expense	6,189,000.00	6,189,000.00	210,934.69	456,692.13	5,732,307.87	92.62%
Fund: 410 - SEWAGE TREATMENT FUND Surplus (Deficit):	-2,904,130.00	-2,904,130.00	5,250.28	202,554.09	3,106,684.09	106.97%
Report Surplus (Deficit):	-2,904,130.00	-2,904,130.00	5,250.28	202,554.09	3,106,684.09	106.97%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
410 - SEWAGE TREATMENT FUND	-2,904,130.00	-2,904,130.00	5,250.28	202,554.09	3,106,684.09
Report Surplus (Deficit):	-2,904,130.00	-2,904,130.00	5,250.28	202,554.09	3,106,684.09

Memorandum

TO: Darren Lamb, City Administrator
Board of Public Works

FROM: Kevin Quaethem, Public Works Superintendent

DATE: January 23, 2024

RE: Work Performed by the Water and Wastewater Departments

STATUS OF MAJOR CONTRACTS – December 2023

PROJECT	VENDOR	CONTRACT AMOUNT	PREVIOUSLY APPROVED	CURRENTLY APPROVED	BALANCE
Enduro & Clay St Water Storage Tanks	Cochran Eng.	\$54,000.00	\$49,287.87	\$0	\$4,712.13
Southpoint Ground Water Storage Tank	Cochran Eng.	\$74,960.00	\$71,235.33	\$0	\$3,724.67
Southpoint Ground Water Storage Tank	K.J.Unnerstall Construction	\$132,319.00 +\$2,000.00	\$99,210.13	\$0	\$35,108.87
Southpoint Ground Water Storage Tank	Caldwell Tanks	\$1,869,800.00	\$1,516,814.18	\$0	\$20,318.82

December 2023

Water Pumped..... 44,813,000 gallons, 1.446 mgd

Wastewater Effluent Flow. 53,320,000 gallons, 1.72 mgd

Missouri One Call Locate messages188

Meters Issued as New.9

Meters Replaced.....2

Meters Issued for Irrigation systems0

Service Requests/Meter Appts./Work Orders.....43

Sewer Routines31

Delinquent Accounts shut off.00

WATER DEPARTMENT FIELD WORK PERFORMED – December 2023

1. Shop Maintenance
2. Meter/Swapping/Repair
3. Check Wells/Heaters
4. Connection Inspections
5. Repair Fire Hydrant on Missouri Ave

WW DEPARTMENT FIELD WORK PERFORMED – December 2023

1. Sewer Routines
2. Manhole Inspections
3. Check Lift Station/Heaters
4. Industrial User Monitoring
5. Connection Inspections
6. Daily Lab work and Routines
7. Clean Process Filters
8. Clean belt press
9. Repair Glass Garage Door # 3
10. Sewer Backup Madison Ave
Cat Rescue from Sewer Pipe

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.



PROJECT STATUS REPORT

TO: City of Washington
CC: Kevin Quaethem
FROM: T.J. Garbs
DATE: January 16, 2024
RE: Southpoint Ground Water Storage Tank
Cochran Project No. 22-9079

CALDWELL TANKS – TANK CONTRACT INFORMATION

Notice to Proceed Date: April 10, 2023
Substantial Completion Date: June 17, 2024

Original Contract Amount: \$1,869,800.00
Payment Requested to Date: \$1,420,277.05

KJU, INC. – SITEWORK CONTRACT INFORMATION

Notice to Proceed Date: April 10, 2023
Substantial Completion Date: June 17, 2024

Original Contract Amount: \$132,319.00
Payment Requested to Date: \$99,210.13

UPDATE

- Anticipated project schedule is as follows:

Release Plans to Contractors	February 1, 2023	COMPLETE
Bid Opening	March 2, 2023	COMPLETE
Award Contract	March 20, 2023	COMPLETE
Notice to Proceed	April 10, 2023	COMPLETE
Construction Complete	June 17, 2024	
- The tank erection process has been completed. Caldwell will return to the site in April to apply the coating system and finish the tank.
- The City Logo will not be added to the new tank per the City's direction.
- Cochran will attend the January Board of Public Works Meeting to address any questions.



PROJECT STATUS REPORT

TO: City of Washington
CC: Kevin Quaethem
FROM: Brian Gentges
DATE: January 15, 2024
RE: Southpoint Rd. Sewer Interceptor Creek Crossing Repair
Cochran Project No. 23-9507

UPDATE

- Waiting on a response from CANAM on opinion of joint repair.
- Two structural engineers agree on concept. Further engineering will be needed to determine best option for piers.
- Geotechnical Report was completed on July 25, 2023.
- Rock probe was completed on July 26, 2023.
- Plans were issued for pricing on July 27, 2023.
 - Vernaci declined to bid due to current workload. Need to locate a 2nd bidder.
 - Sieve Contracting will provide bid.
- The 2nd structural review is complete. Cochran to begin revising plans the week of August 14th.
- KJU and Sieve provided bids. KJU is the apparent low bidder.
- City awarded the project to KJU. Cochran is working to schedule a meeting on-site with both the City and KJU present to discuss project scope and determine Notice to Proceed date.
- Once all documents are signed, the Notice to Proceed will be issued. Anticipated start date is January 3, 2024.
- Evaluating a cost savings option from KJU.
- Evaluation will be complete by January 19, 2024.
- KJU will then issue a schedule.

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 Washington Water Dept.				Laboratory Name Franklin County Lab			
Street Address 405 Jefferson Street				7419 Hwy 47 Ste. A Union, MO			
City Washington		Zip Code 63090		Certification Number 00700			
County Franklin		I.D. Number MO6010838					
Date M/D/Y	Collection Point	Sample Type	Location Code	Sample Results		Chlorine Residual	
				Coliform	E-coli	Total	Free
12.5.23	550 E 14th St	R	R-5	A	A	0.51	0.45
12.5.23	1811 E 9th St	R	R-10	A	A	0.54	0.52
12.5.23	1899 Phoenix Center	R	R-9	A	A	0.40	0.38
12.5.23	2556 King Crest Ct	R	R-7	A	A	0.59	0.57
12.5.23	#4 Chamber Dr	R	R-3	A	A	0.83	0.81
12.12.23	6354 Bluff Rd	R	R-18	A	A	0.27	0.23
12.12.23	1901 W Main St.	R	R-17	A	A	0.70	0.62
12.12.23	1220 Lakeshore Dr	R	R-1	A	A	0.72	0.64
12.12.23	404 E 2nd St	R	R-13	A	A	0.60	0.56
12.12.23	405 Jefferson St	R	R-4	A	A	0.52	0.47
12.19.23	4 Chamber Dr	R	R-3	A	A	0.48	0.32
12.19.23	1 Scenic Dr	R	R-11	A	A	0.46	0.41
12.19.23	1651 W 5th St	R	R-16	A	A	0.64	0.52
12.19.23	1 Nickridge Dr	R	R-15	A	A	0.29	0.23
12.19.23	601 W 7th St	R	R-14	A	A	0.68	0.61
				Signed: Kristen Wideman		Date 12.20.23	
Total Routine Samples: 15				Title: Lab Director			
Monitoring Violation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No							

