

MINUTES OF THE BOARD OF PUBLIC WORKS
Tuesday February 27, 2024

The Regular Meeting of the Board of Public Works held on February 27, 2024 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	Present
Secretary	Mike Radetic	Absent
Member	Steve Richardson	Absent
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. Coulter seconded by Mr. Mitchell to approve the minutes from the regular meeting held January 23, 2024 meeting. The motion passed without dissent.

Priority Items

None

I guess this won't be an official voting meeting because we don't have a quorum of the board. Yes. What we'll do is we'll go through the pay process and everything, and then we will send out an email to the two members that are not here and get their approval, official approval over email. We'll just go through the motions and then finalize it up afterwards with emails.

Wastewater

Well, as far as operations, everything's going okay. As we all know about the increase, we've been We did it, and now we got some things going on. But as far as the operations of wastewater, going pretty good. We got our I-trackers in down on the riverfront, those units that we bought to watch for inflow. We got them down. We had to raise manholes to get it done, but we got all of our manholes raised on the riverfront on the east side. How deep was the one of them? Three foot, probably. We had to do a lot of work on that. The guys did a good job on that. We got some cleanup to do down there yet, but other than that, that's working good. We did find a manhole that did not have a lid on it. I've been here 24 years, and we never really knew where they were all at. We took the time this year and we went and found them all. We found one that was buried under ivy that wasn't even seen. You couldn't even see it. And we found it, and that's when it didn't have a manhole on it, a lid on it.

It was actually the second one from the lift station. And it's right in between the second manhole down from where the storm drain, the first storm drain comes underneath the railroad tracks. We can figure we're probably taking on quite a bit of rainwater, stormwater through there. That should help out. We'll see on the next rain event if that's the case, because we'll notice it on lift station, which is good. And the I-trackers will tell us, too. They are in and they're working. We pulled a report on them yesterday. I haven't really reviewed a whole lot yet, but it shows that they're actually working because for some reason we noticed, and I haven't got which manhole yet, but we did take some inflow of something even in the dry weather.

Water

We've got an invoice from KJ Unerstall for some things at the water tank, the guard rail and a water thing; and a concrete ring around the base of the tank and part of the storm drain discharge pipe and all that stuff had to be done.

All right. Well, motion to approve. Motion to approve, and a second, and the two Aye. Aye. We'll pass it on to Steve Richardson and Mike Radetic and get their approval before you can send it to the council. Okay, we'll let that go. (Emails were received back from Steve Richardson and Mike Radetic for approval for the KJ Unerstall invoice)

Now we're at the water tank.

I got an email from the tank painting company last week that they were going to come in this week and start painting. They can't do anything when it's cold like this they have to sandblast first. They want to get the tank done, so they're looking at trying. They're wanting to get it done. We may have a tank done by April or March, actually. It usually takes about four days to sandblast the tank, and then it'll take another two days to prime it, and then another, and let that It's it a couple of days, and then two days to paint it.

They must paint inside and outside. We're probably looking at about pretty close to a month's worth of time painting. We'll get that done and in service. It'll be in service by June.

Second Street, you're all the way down to the end. Second Street, as far as water is concerned, is 100% done. We are done with Second Street. Everybody is on the PVC line. All the fire hydrants were changed out to what we call a 6-inch shoe instead of a 4-inch shoe.

How many water breaks did we have this year or last year, recently? Last year, we ended up with eight.

Mike's guy gave us an update. Because of the pavers that we're going to put in, they will form a square around each intersection. It's going to be a week to put the pavers in, another week to let them cure because they are getting a concrete basin that the bricks are going to set in. What that means is that entire intersection is going to be unusable for a period of two weeks. So they're going to start with intersection of Lafayette and Second Street first. That way, traffic can divert around it. It's still going to be an inconvenience, especially when we get over towards Borgia Church and grade school. But this was done by design so that my Mike and his guys from KJU and the city can learn with a relatively lower amount of disruption. They anticipate being able to have everything paved and done by Barbecue BQ n Blues Fest. April 28th.

Kevin, I have a question on that. Mike did mention the elevations, and he threw in as long as the manholes are at the right level. If there's work to do on raising or lowering the manhole, is that you or is that on him? Well, that's going to have to fall on them because we was never informed of any manhole issues that were going to be there. If they need to be raised, they'll pave over them. We'll cut them out with our Mr. Manhole machine. If they need to be lowered, that's a whole different ball game because then you got to go in and see. If those are brick manholes, then you got to get in and take one row of bricks out. It becomes a whole different ball game. I don't know of any. Nobody's contacted me yet of any issues with manholes.

Sometimes in these projects, you do have to wait for somebody else to get done. We had to wait until they got done with second and cedar before we can go put our last line in. That's just the way the process goes, especially when we're running together in a project. Ideally, you would come in with, they were water line replacement first, get that all done. Then you would come in with your concrete work, and then you would come in with your asphalt work, and it would be a process like that. That's generally how it works. But when you're doing rebuild stuff like what we were doing happening on Second Street, and the way it was all it's grown together differently because I don't think the KJU was supposed to start when they did, but they came in and requested starting sooner. It threw us in the same time as them working on a water line and everything. But because we went through all of these problems and all these issues on Second Street, I feel we're going to have a lot better path when we go to Main Street to walk down because we know what not to do.

We know we're going to replace the waterline on Main Street because we've had numerous water main breaks on that. We have a continuous situation at one spot that we don't think it's a waterline, but we're going to know when we replace the line. We're going to try and get in there ahead of all of that. It's all really a scheduling thing and making sure everybody's on the same plan. But Second Street was just a good It was planned, but it was changed and thrown around a little bit. The next thing you know, it's boom, everybody's there at the same time. It's like, okay. But that's Main Street. I know within the city, as far as talking within the city like with Charles, we realized that there is things that we learned on Second

Street that we will not and do not want to have happen on Main Street, because Main Street is a different, complete different project as far as businesses and locations and everything that we're going to have to really work really tight. Like us with the water department, our plan is we're going to go block by block, try to do the same thing we did on Second Street.

It worked out pretty good. We get one block done, and then we move to the next block. Instead of just trying to go all the way through and put the water line in and then come back and make all the connections, we're trying to get it set up because we're replacing fire hydrants as we go through to be able to do that block, get everybody tied into that line on that block, and then move to the next block and do the same thing. We're really just hopefully inconveniencing one block at a time if it works that way. That's the plan. Plans are always known to fall apart, but especially downtown, it is a lot of old stuff down there. But anyway, that's the plan. So, yes. I know I'm talking a lot, but I just want everybody to know that we realized that Second Street, it's a good project, but it was juggled together where we know on Main Street we cannot do that. Right. The one thing, and Mr. Mayor, you probably heard a comment on this from the group that was there yesterday, and it was some business owners and residents, but the explanation was very good. Comment-wise, I heard more positive liking the way it's going to end up looking. We know it's going to be a while to get it done, but they were appreciative of what the project was going to bring. I think that's a good note.

Our next meeting is scheduled for April 23, 2024 .

Motion to adjourn

Motion by Steve Strubberg and seconded Brad Mitchell. The motion passed.

Prepared by: _____
Theresa Lamke
Water/Wastewater
Administrative Assistant

Adopted and Approved by the Board of Public Works:

Date: _____ Signature: _____
Secretary

MINUTES OF THE BOARD OF PUBLIC WORKS
Tuesday January 23, 2024

The Regular Meeting of the Board of Public Works held on January 23, 2024 at 7:30 a.m. in the City Council Chambers located at 405 Jefferson Street, Washington, Missouri. The following were present/absent:

MEMBERS:

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Vice Chairman	Brad Mitchell	Present
Secretary	Mike Radetic	Present
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Minutes

A motion made by Mr. Radetic seconded by Mr. Mitchell to approve the minutes from the regular meeting held December 26, 2023 meeting. The motion passed without dissent.

Priority Items

None

Wastewater

The only thing I've got, we did have an inspection from DNR for our industrial monitoring that we have to do. And this is the first year since I've been with the city for almost 24 years that we have had absolutely no non compliances on our inspection for our industrial monitoring.

I have to take my hat off and thank Todd Blanc for that. He is the guy that I hired from the Department of Natural Resources, that was a coordinator. All right, so it's the first year, which is really a big thing, because there's a lot to industrial reporting, a lot of regulating, a lot of things that go on that if you don't do it right, non compliances. He's doing the right thing for us. Now there's a lot of changes going on with industrial monitoring. He's going through every permit and making sure that we have everything exactly what it is. There's some things changing out that the industries have to deal with, but we have to regulate them and that's just the way it goes; Frick's is one of them. They're on an administrative order due to their excessive BOD's and things that are going on and stuff, but they're working on it, so we're working with them. But that's the biggest thing we've had to do since I've been here, is it's the first administrative order we had to issue. But if we don't do things like that, then we as a city get in trouble by EPA and DNR. We've got regulations we have to follow. Anyway, it's all good.

Water

We have a bill from Flynn?

Yes. This is for, well, six. This is the one that I had Danny come in and he was trying to explain what they do when they mega motor. And we find out that the resistance is zero and a motor really shouldn't be running at zero. We went ahead and pulled it. It's in the budget. I figured it was best to pull it and get a new motor put in there now as the wait until August and let it just go out when we really need the moat. And then they're off doing all their stuff and we're waiting for a repair. It's just a repair to keep it running so we don't have a failure during the summer.

What's the frequency of replacing a pump? Replace once a year?

No, last year, I don't think we replaced any year before last we replaced two. This year we've replaced one. So it kind of varies. Submersible motors now are designed, per se to last ten years. But there's so many different variables that can happen. If you get bad power. I'm sorry, Amarin, you do give us bad power every once in a while. I can't help it. And if that sends a surge, or what they call them, brownouts, if it's a lowered voltage that gets in there and something happens to that motor, it can go out. Or if it gets too much voltage and the soft starts and the equipment we have in there doesn't catch it and it gets past it. Or a cable that's dropped down 500ft into the well casing gets weak, it can actually short out to the pipe and burn them up. There's so many different things that can happen. Or a pump can get wedged, something get hung up in a pump and cause it to just literally lock up and then the motor is trying to run and it'll burn itself up. They say ten years, we have one, well, four that for whatever reason, we've had to replace that one in the last few years, twice. We're trying to figure out what's going on there. Everything seems to be okay. It's just Flynn drilling thinks they're getting bad batches of motors from Hitachi. I think it was Hitachi. They switched motor brands. There's different motor brands out there. Really, you don't know unless you do like we do now with our maintenance agreement. That's how they caught well six. We know we've got something going on with well seven, we've lost production. It's dropped by about 150 gallons a minute. They came out again. They were here two weeks ago and checked that well out.

There's nothing mechanically wrong with it. What we think is that we have a little bit of a drop in the level of the water out there, which submersible pumps work off of hydraulics. The more water you have above the pump, the better the pump pumps, because it has to help push that water out because you're trying to draw and push all that. We think the water levels dropped and that's causing it to lose its production ability. It's not a bad thing. We still got a lot of water over the pump. So rather than pull that one, we're going to wait for that one to finally go out because we're going to probably have to change either the pump or the motor or do some work in there to figure out what we got. But that one, we're just going to let it run until it just loses its production. That's kind of how we're watching things and seeing what's going on. So that's where that maintenance program really comes into play. They check every year. They look back on records, they actually look back on history and say this.

Anyway, long story as to. Yeah, we have to change wells anywhere from four to ten years now. Good story is we have wells ten and eleven. They were put in in 2001. Still the same pumps, well ten has pumped almost 5 billion gallons of water. Well eleven has pumped just a little over 4 billion gallons of water. And they're still in the ground. That's good. Let's keep them.

A bill to Flynn from Flynn for \$25,800.50.

Motion by Mr. Mitchell and seconded by Mike Radetic. The motion passed.

Anything other business.

You ordered those cameras, I see. The eye trackers. We have them in house. We're working with the company to come out. We started going down. Well, we went down on I guess this is a sewer thing, but it's not a big issue. We went down on the riverfront to try and find our manholes. We found some of them that are buried about two foot deep. We've got material coming in to raise those. Mother nature is not playing too good with us on doing that, but we're going to get them raised. I've been in contact with them. They want to come in the next couple of weeks. Anyway, we got it lined up to try and get here and get them installed, get them working, see what they do.

Our next meeting is scheduled for February 27, 2024. Motion to adjourn.

Motion by Mike Racetic and seconded Brad Mitchell. The motion passed.

Next Scheduled Meeting Date

The next scheduled meeting date is Tuesday March 26, 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



		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	6,689.40	22,151.62	-52,848.38	70.46 %
410-36-000-450600	Penalties/Interest Charges	30,000.00	30,000.00	3,507.09	14,295.56	-15,704.44	52.35 %
410-36-000-450900	Revenues-All Other	5,000.00	5,000.00	2,490.00	3,430.00	-1,570.00	31.40 %
410-36-000-454100	Sewer Service Charges	2,843,000.00	2,843,000.00	352,880.09	1,172,125.74	-1,670,874.26	58.77 %
410-36-000-454125	Surcharge Fees	20,000.00	20,000.00	5,837.90	6,136.78	-13,863.22	69.32 %
410-36-000-454150	Leachate Disposal Charge	40,000.00	40,000.00	2,380.00	5,450.00	-34,550.00	86.38 %
410-36-000-454200	Sewer Connection Charges	80,000.00	80,000.00	8,591.99	26,371.49	-53,628.51	67.04 %
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	117,273.31	-71,596.69	37.91 %
	Revenue Total:	3,284,870.00	3,284,870.00	382,376.47	1,367,234.50	-1,917,635.50	58.38%
Expense							
410-36-000-510100	Salaries/Wages-Regular	244,330.00	244,330.00	24,010.80	94,072.70	150,257.30	61.50 %
410-36-000-510300	Salaries/Wages-Overtime	7,390.00	7,390.00	2,561.68	3,121.16	4,268.84	57.77 %
410-36-000-511100	FICA Taxes	19,270.00	19,270.00	1,966.75	7,145.72	12,124.28	62.92 %
410-36-000-511300	Health Insurance	39,680.00	39,680.00	2,515.76	16,215.53	23,464.47	59.13 %
410-36-000-511400	Dental Insurance	3,420.00	3,420.00	209.35	1,354.07	2,065.93	60.41 %
410-36-000-511600	Life Insurance	340.00	340.00	16.25	119.24	220.76	64.93 %
410-36-000-511700	LAGERS Retirement Plan	16,870.00	16,870.00	1,780.33	6,399.07	10,470.93	62.07 %
410-36-000-512605	Employee Incentive Program	150.00	150.00	0.00	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	33,620.00	67,240.00	66.67 %
410-36-000-520300	Technical Services	21,180.00	21,180.00	1,304.14	4,325.70	16,854.30	79.58 %
410-36-000-520400	Other Contracted Services	49,990.00	49,990.00	954.51	11,562.44	38,427.56	76.87 %
410-36-000-521540	Uniform Cleaning Service	1,100.00	1,100.00	89.12	493.78	606.22	55.11 %
410-36-000-521560	Building Repair & Maintenance	1,700.00	1,700.00	0.00	65.03	1,634.97	96.17 %
410-36-000-521620	Equipment Repair & Maintenance	56,070.00	56,070.00	1,848.54	19,059.47	37,010.53	66.01 %
410-36-000-521630	Vehicle Repair & Maintenance	19,210.00	19,210.00	276.95	351.15	18,858.85	98.17 %
410-36-000-521640	Equipment Rental	5,370.00	5,370.00	35.43	155.87	5,214.13	97.10 %
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	5,924.04	18,875.96	76.11 %
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	660.00	340.00	34.00 %
410-36-000-522400	Telephone	3,930.00	3,930.00	150.38	774.85	3,155.15	80.28 %
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	565.00	2,793.00	3,707.00	57.03 %
410-36-000-522950	Credit Card Fees	28,000.00	28,000.00	2,290.41	11,849.82	16,150.18	57.68 %
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	73.77	1,877.65	5,622.35	74.96 %
410-36-000-530415	Parts-Equipment	33,800.00	33,800.00	133.79	1,625.72	32,174.28	95.19 %
410-36-000-530420	Office Supplies	1,000.00	1,000.00	8.16	251.42	748.58	74.86 %
410-36-000-530500	Asphalt/Rock/Cement	10,500.00	10,500.00	996.99	1,778.66	8,721.34	83.06 %
410-36-000-530600	Straw/Seeding/Plants	500.00	500.00	0.00	0.00	500.00	100.00 %
410-36-000-530800	General Supplies	3,640.00	3,640.00	28.42	283.89	3,356.11	92.20 %
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	4,207.25	18,244.56	27,955.44	60.51 %
410-36-000-531120	Heating Fuel	3,200.00	3,200.00	504.29	2,116.61	1,083.39	33.86 %
410-36-000-531300	Gasoline & Oil	20,000.00	20,000.00	29.98	4,237.35	15,762.65	78.81 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 02/29/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
410-36-000-532200	Pipe & Fittings	8,000.00	8,000.00	27.03	520.81	7,479.19	93.49 %
410-36-000-532270	Manhole Replacement Program	15,450.00	15,450.00	2,720.00	5,080.00	10,370.00	67.12 %
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	37.30	218.29	181.71	45.43 %
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	1,859.95	13,244.50	26,205.50	66.43 %
410-36-000-540100	Land Purchase	0.00	0.00	0.00	30,000.00	-30,000.00	0.00 %
410-36-000-541100	Improvements Other Than Building	600,000.00	600,000.00	0.00	145,987.70	454,012.30	75.67 %
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	24,673.71	89,479.65	180,030.35	66.80 %
410-36-361-510200	Wages-PartTime/Permanent	0.00	0.00	3,342.88	12,191.68	-12,191.68	0.00 %
410-36-361-510300	Salaries/Wages-Overtime	10,280.00	10,280.00	1,248.75	3,101.11	7,178.89	69.83 %
410-36-361-511100	FICA Taxes	21,390.00	21,390.00	2,161.92	7,664.73	13,725.27	64.17 %
410-36-361-511300	Health Insurance	53,640.00	53,640.00	3,526.76	16,728.07	36,911.93	68.81 %
410-36-361-511400	Dental Insurance	3,970.00	3,970.00	227.40	1,136.99	2,833.01	71.36 %
410-36-361-511600	Life Insurance	350.00	350.00	21.28	108.68	241.32	68.95 %
410-36-361-511700	LAGERS Retirement Plan	16,640.00	16,640.00	1,723.58	6,150.06	10,489.94	63.04 %
410-36-361-512605	Employee Incentive Program	300.00	300.00	0.00	160.00	140.00	46.67 %
410-36-361-512700	HRA Deductible	6,490.00	6,490.00	0.00	345.93	6,144.07	94.67 %
410-36-361-520250	Administration, Finance & IT Depar	100,860.00	100,860.00	0.00	33,620.00	67,240.00	66.67 %
410-36-361-520300	Technical Services	24,530.00	24,530.00	2,519.79	12,160.25	12,369.75	50.43 %
410-36-361-520400	Other Contracted Services	30,880.00	30,880.00	842.09	5,484.45	25,395.55	82.24 %
410-36-361-521540	Uniform Cleaning Service	1,200.00	1,200.00	131.85	764.29	435.71	36.31 %
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	188.95	39,977.25	102,612.75	71.96 %
410-36-361-521630	Vehicle Repair & Maintenance	4,000.00	4,000.00	1,410.27	12,651.45	-8,651.45	-216.29 %
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	7,219.60	24,780.40	77.44 %
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	660.00	540.00	45.00 %
410-36-361-522400	Telephone	4,840.00	4,840.00	299.32	1,505.17	3,334.83	68.90 %
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	565.00	2,793.00	4,407.00	61.21 %
410-36-361-530200	Lab Supplies	7,000.00	7,000.00	565.00	815.31	6,184.69	88.35 %
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	322.41	9,153.75	50,946.25	84.77 %
410-36-361-530420	Office Supplies	200.00	200.00	0.00	281.51	-81.51	-40.76 %
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 %
410-36-361-530800	General Supplies	1,800.00	1,800.00	85.42	519.30	1,280.70	71.15 %
410-36-361-531110	Electricity	189,880.00	189,880.00	11,823.92	52,407.28	137,472.72	72.40 %
410-36-361-531120	Heating Fuel	21,000.00	21,000.00	3,367.67	11,565.43	9,434.57	44.93 %
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	0.00	7,248.60	18,441.40	71.78 %
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	1,669.37	15,023.67	19,126.33	56.01 %
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	166,287.50	153,512.50	48.00 %
410-36-361-559120	Agent Fees	35,520.00	35,520.00	35,516.13	35,516.13	3.87	0.01 %
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	1,080,000.00	0.00	0.00 %
410-99-000-569100	Transfer out - General Fund	140,000.00	140,000.00	0.00	0.00	140,000.00	100.00 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 02/29/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense Total:	6,187,200.00	6,187,200.00	147,435.80	2,078,980.04	4,108,219.96	66.40%
Fund: 410 - SEWAGE TREATMENT FUND Surplus (Deficit):	-2,902,330.00	-2,902,330.00	234,940.67	-711,745.54	2,190,584.46	75.48%
Report Surplus (Deficit):	-2,902,330.00	-2,902,330.00	234,940.67	-711,745.54	2,190,584.46	75.48%

Group Summary

Account Type	Original	Current	Period	Fiscal	Variance	Percent
	Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
Fund: 410 - SEWAGE TREATMENT FUND						
Revenue	3,284,870.00	3,284,870.00	382,376.47	1,367,234.50	-1,917,635.50	58.38%
Expense	6,187,200.00	6,187,200.00	147,435.80	2,078,980.04	4,108,219.96	66.40%
Fund: 410 - SEWAGE TREATMENT FUND Surplus (Deficit):	-2,902,330.00	-2,902,330.00	234,940.67	-711,745.54	2,190,584.46	75.48%
Report Surplus (Deficit):	-2,902,330.00	-2,902,330.00	234,940.67	-711,745.54	2,190,584.46	75.48%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
410 - SEWAGE TREATMENT FUND	-2,902,330.00	-2,902,330.00	234,940.67	-711,745.54	2,190,584.46
Report Surplus (Deficit):	-2,902,330.00	-2,902,330.00	234,940.67	-711,745.54	2,190,584.46



	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 400 - WATER FUND						
Revenue						
400-35-000-431110	Federal grants-Capital	0.00	0.00	626,562.70	626,562.70	626,562.70 0.00 %
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	2,470.98	11,364.12	-8,635.88 43.18 %
400-35-000-450900	Revenues-All Other	15,000.00	15,000.00	1,750.00	3,490.26	-11,509.74 76.73 %
400-35-000-453100	Water Sales	2,030,000.00	2,030,000.00	142,046.09	794,149.83	-1,235,850.17 60.88 %
400-35-000-453200	Water Meter Sales	40,000.00	40,000.00	2,460.44	12,128.69	-27,871.31 69.68 %
400-35-000-453500	Connection Charges	70,000.00	70,000.00	5,400.00	50,900.00	-19,100.00 27.29 %
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	498.52	-2,501.48 83.38 %
400-35-000-461200	Rent/Lease-Municipal Property/Bui	76,500.00	76,500.00	4,920.89	24,600.78	-51,899.22 67.84 %
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	785,611.10	1,524,894.52	-1,746,905.48 53.39%
Expense						
400-35-000-510100	Salaries/Wages-Regular	480,990.00	480,990.00	41,473.49	146,909.33	334,080.67 69.46 %
400-35-000-510150	Elected Board Officials Compensati	200.00	200.00	0.00	100.00	100.00 50.00 %
400-35-000-510300	Salaries/Wages-Overtime	23,520.00	23,520.00	6,381.55	10,982.06	12,537.94 53.31 %
400-35-000-511100	FICA Taxes	38,600.00	38,600.00	3,545.25	11,615.22	26,984.78 69.91 %
400-35-000-511300	Health Insurance	120,280.00	120,280.00	6,271.95	28,702.60	91,577.40 76.14 %
400-35-000-511400	Dental Insurance	8,330.00	8,330.00	396.40	2,023.38	6,306.62 75.71 %
400-35-000-511600	Life Insurance	730.00	730.00	37.29	181.68	548.32 75.11 %
400-35-000-511700	LAGERS Retirement Plan	33,780.00	33,780.00	2,653.02	8,970.54	24,809.46 73.44 %
400-35-000-512605	Employee Incentive Program	450.00	450.00	0.00	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	67,309.96	134,620.04 66.67 %
400-35-000-520300	Technical Services	24,480.00	24,480.00	1,641.14	8,031.70	16,448.30 67.19 %
400-35-000-520400	Other Contracted Services	58,570.00	58,570.00	1,713.63	20,027.42	38,542.58 65.81 %
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	160.67	945.33	854.67 47.48 %
400-35-000-521560	Building Repair & Maintenance	5,000.00	5,000.00	0.00	904.27	4,095.73 81.91 %
400-35-000-521620	Equipment Repair & Maintenance	17,470.00	17,470.00	797.65	15,727.67	1,742.33 9.97 %
400-35-000-521630	Vehicle Repair & Maintenance	5,000.00	5,000.00	1,440.28	2,312.18	2,687.82 53.76 %
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	35.42	155.87	1,344.13 89.61 %
400-35-000-522100	Advertising	800.00	800.00	0.00	96.00	704.00 88.00 %
400-35-000-522200	Property, Liability & Casualty Insura	48,700.00	48,700.00	0.00	11,911.80	36,788.20 75.54 %
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	1,320.00	1,680.00 56.00 %
400-35-000-522400	Telephone	5,250.00	5,250.00	527.51	2,644.77	2,605.23 49.62 %
400-35-000-522500	Training/Seminars	2,000.00	2,000.00	0.00	400.00	1,600.00 80.00 %
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	1,750.00	3,175.00	1,225.00 27.84 %
400-35-000-522900	Postage	14,500.00	14,500.00	1,130.00	6,075.43	8,424.57 58.10 %
400-35-000-522950	Credit Card Fees	24,000.00	24,000.00	2,290.42	11,849.85	12,150.15 50.63 %
400-35-000-530100	Subscriptions	0.00	0.00	0.99	18.97	-18.97 0.00 %
400-35-000-530410	Parts-Vehicle	4,000.00	4,000.00	99.74	768.32	3,231.68 80.79 %
400-35-000-530415	Parts-Equipment	10,500.00	10,500.00	72.66	585.69	9,914.31 94.42 %
400-35-000-530420	Office Supplies	1,200.00	1,200.00	43.58	333.67	866.33 72.19 %
400-35-000-530500	Asphalt/Rock/Cement	20,000.00	20,000.00	307.19	12,447.97	7,552.03 37.76 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 02/29/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>400-35-000-530600</u>	Straw/Seeding/Plants	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>400-35-000-530700</u>	Uniforms & Clothing	3,000.00	3,000.00	0.00	202.54	2,797.46	93.25 %
<u>400-35-000-530800</u>	General Supplies	7,000.00	7,000.00	237.77	966.57	6,033.43	86.19 %
<u>400-35-000-531110</u>	Electricity	180,000.00	180,000.00	11,648.20	49,551.65	130,448.35	72.47 %
<u>400-35-000-531120</u>	Heating Fuel	3,200.00	3,200.00	504.29	2,116.61	1,083.39	33.86 %
<u>400-35-000-531300</u>	Gasoline & Oil	26,000.00	26,000.00	0.00	9,208.98	16,791.02	64.58 %
<u>400-35-000-532100</u>	Meters	124,300.00	124,300.00	7,396.60	106,490.24	17,809.76	14.33 %
<u>400-35-000-532150</u>	Hydrants	45,350.00	45,350.00	2,856.52	4,787.12	40,562.88	89.44 %
<u>400-35-000-532200</u>	Pipe & Fittings	44,410.00	44,410.00	11,998.64	36,460.08	7,949.92	17.90 %
<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	792.42	7,860.50	7,889.50	50.09 %
<u>400-35-000-533300</u>	Janitorial Supplies	210.00	210.00	37.30	259.40	-49.40	-23.52 %
<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	6,026.23	20,405.16	75,384.84	78.70 %
<u>400-35-000-541100</u>	Improvements Other Than Building	598,000.00	788,000.00	1,800.00	340,141.44	447,858.56	56.83 %
<u>400-35-000-541110</u>	Water System Improvements	300,000.00	300,000.00	282.17	75,714.98	224,285.02	74.76 %
<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	116,349.97	1,042,888.38	2,876,191.62	73.39%
	Fund: 400 - WATER FUND Surplus (Deficit):	-457,280.00	-647,280.00	669,261.13	482,006.14	1,129,286.14	174.47%
	Report Surplus (Deficit):	-457,280.00	-647,280.00	669,261.13	482,006.14	1,129,286.14	174.47%

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	785,611.10	1,524,894.52	-1,746,905.48	53.39%
Expense	3,729,080.00	3,919,080.00	116,349.97	1,042,888.38	2,876,191.62	73.39%
Fund: 400 - WATER FUND Surplus (Deficit):	-457,280.00	-647,280.00	669,261.13	482,006.14	1,129,286.14	174.47%
Report Surplus (Deficit):	-457,280.00	-647,280.00	669,261.13	482,006.14	1,129,286.14	174.47%

Memorandum

TO: Darren Lamb, City Administrator
Board of Public Works

FROM: Kevin Quaethem, Public Works Superintendent

DATE: March 26, 2024

RE: Work Performed by the Water and Wastewater Departments

STATUS OF MAJOR CONTRACTS – February 2024

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	\$113,217.90	\$0	\$7,093.37
Southpoint Ground Water Storage Tank	Caldwell Tanks	\$1,869,800.00	\$1,516,814.18	\$0	\$352,985.82

February 2024

Water Pumped.....45,352,094 gallons, 1.564 mgd

Wastewater Effluent Flow. 50,920,000 gallons, 1.76 mgd

Missouri One Call Locate messages282

Meters Issued as New.8

Meters Replaced.....6

Meters Issued for Irrigation systems0

Service Requests/Meter Appts./Work Orders.....29

Sewer Routines31

Delinquent Accounts shut off.37

WATER DEPARTMENT FIELD WORK PERFORMED – January 2024

1. Shop Maintenance
2. Meter/Swapping/Repair
3. Check Wells/Heaters
4. Connection Inspections
5. Lowered two curb stops
6. Repaired/Replaced 10 large meters
7. Broken Curb stop repaired Heritage Hills
8. Staff helped to move office equipment this took several days

WW DEPARTMENT FIELD WORK PERFORMED – January 2024

1. Sewer Routines
2. Manhole Inspections
3. Check Lift Station/Heaters
4. Industrial User Monitoring Connection Inspections
5. Daily Lab work and Routines
6. Clean Process Filters
7. Clean belt press
8. Checked Sewer Backup -Steutermann Rd

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: Brian Gentges
DATE: March 19, 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.
- It has been decided to abandon the aerial crossing.
- Two options were provided to the City and KJU for evaluation on February 16, 2024 for going under the creek. Once an option is agreed upon, KJU will issue a schedule.
- Option has been selected. KJU issued revised quote. Awaiting Owner's ok for KJU to begin work.



PROJECT STATUS REPORT

TO: City of Washington
CC: Kevin Quaethem
FROM: T.J. Garbs
DATE: March 19, 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: \$113,217.88

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 and coating process has been completed. Caldwell will return to the site on March 25, 2024 to disinfect the tank and bring the tank online.
- KJU and Ameren are working on getting power to the fiber glass structure so the proper SCADA/Instrumentation can be installed to read the tank level.
- Cochran will attend the March Board of Public Works Meeting to address any questions.

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
2.6.24	1901 W Main ST	R	R17	A	A	0.95	0.92
2.6.24	515 Washington Ave	R	R2	A	A	0.57	0.49
2.6.24	404 E 2nd St	R	R13	A	A	0.79	0.76
2.6.24	2556 King's Crest	R	R7	A	A	0.45	0.40
2.6.24	#4 Chamber Dr	R	R3	A	A	0.6	0.55
2.14.24	6354 Bluff Rd	R	R18	A	A	0.43	0.35
2.14.24	601 W 7th St	R	R14	A	A	0.41	0.38
2.14.24	1899 Phoenix Center Dr	R	R9	A	A	0.59	0.57
2.14.24	105 Washington Heights	R	R6	A	A	0.60	0.58
2.14.24	515 Washington Ave	R	R2	A	A	0.76	0.73
2.21.24	1220 Lakeshore Dr	R	R-1	A	A	0.98	0.91
2.21.24	1 Nickridge Dr	R	R-15	A	A	0.67	0.62
2.21.24	550 E 14th ST	R	R-5	A	A	0.62	0.57
2.21.24	1811 E 9th St	R	R-10	A	A	0.42	0.38
2.21.24	1 Scenic Dr	R	R-11	A	A	0.52	0.45
2.22.24	New main install	S		A	A	0.77	0.70
				Signed: Kristen Wideman		Date 2.22.24	
Total Routine Samples: 15				Title: Lab Director			
Monitoring Violation ___ Yes ___X___ No							

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

P.O. Box 176
 Jefferson City, MO 65102
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Public Water System Name Washington Water Dept.				Laboratory Name			
Street Address Hwy 47				Franklin County Lab		7419	
City Washington			Zip Code 63090	Hwy 47 Ste. A		Union, MO 63084	
County Warren		I.D. Number MO6220265		Certification Number 00700			
Date M/D/Y	Collection Point	Sample Type	Location Code	Sample Results		Chlorine Residual	
				Coliform	E-coli	Total	Free
2.21.24	Hwy 47 South	R	2	A	A	0	0
Total Routine Samples: 1				Signed: Kristen Wideman		Date 2.22.24	
Monitoring Violation ___ Yes <u>X</u> No				Title: Lab Director			
MCL Violation ___ Yes <u>X</u> No							