

**\*\*\*ATTACHMENTS\*\*\***

## REPORT OF BILLING

### JANUARY 2021

	<u>2021</u>	<u>2020</u>	<u>Increase or (Decrease)</u>
<b><u>Quarterly Metered*</u></b>			
(Dist II - between Union and Superior Ave.)			
Residential	192,864.25	168,520.10	24,344.15
Multi-Family	27,374.06	25,323.53	2,050.53
Commercial	56,188.00	58,891.06	(2,703.06)
Industrial	5,807.87	4,780.33	1,027.54
Public	<u>8,351.82</u>	<u>8,682.33</u>	<u>(330.51)</u>
<b>Subtotal</b>	<b>290,586.00</b>	<b>266,197.35</b>	<b>24,388.65</b>

\* Billing for scheduled district only for the three preceding months usage.

Public Fire Protection	68,250.88	67,535.53	715.35
Monthly Metered	<u>283,104.56</u>	<u>245,587.51</u>	<u>37,517.05</u>
<b>Sheboygan Net</b>	<b>641,941.44</b>	<b>579,320.39</b>	<b>62,621.05</b>
Sheboygan Falls	46551.65	39608.28	6,943.37
Kohler	<u>23108.70</u>	<u>21443.16</u>	<u>1,665.54</u>
<b>Total</b>	<b>711,601.79</b>	<b>640,371.83</b>	<b>71,229.96</b>

Total accumulative billing for 2021 is \$711,601.79. An increase of \$71,229.96 from 2020 accounted for as follows:

	<u>2021-Total Year to Date</u>
Sheboygan	62,621.05
Sheboygan Falls	6,943.37
Kohler	<u>1,665.54</u>
	71,229.96

Total bills mailed January, 2021: 6,384

Residential	5,295	Multi-Family	6
Multi-Family	116	Commercial	19
Commercial	779	Industrial	65
Industrial	40	Public	9
Public	55		
<b>Quarterly</b>	<b>6,285</b>	<b>Monthly</b>	<b>99</b>



**CASH RESERVE**  
**January 31, 2021**

Ending balance on report for December 31.2020	<u>9,678,927.10</u>
Plus: Receipts	674,737.76
Misc Receipts (includes stop loss reimbursements)	130,764.13
Direct Pay Receipts	307,299.26
Money Market/CDARs Investment Interest	1,576.02
Online Payments in Transit	(2,161.83)
Minus:	
Disbursements - vendors and payroll	(906,125.29)
Bank Service Fees Credit	(833.35)
Health & Dental Claims/Adm Costs	(239,558.93)
NSF Checks & Customer Refunds	(353.68)
PSN Deposit Fees	(3,031.65)
Reallocate Sewer/Garbage - payments	(7,839.71)
Reallocate Sewer/Garbage - monthly	(388.14)
Online Payments in Transit Dec	13,600.22
Online Payments in Transit Jan	(1,517.12)
Automated Credit Card Payments	(2,636.05)
Postage	(3,000.00)
Utility Water Payments	(7,598.21)
<b>Ending Balance    January 31, 2021</b>	<b><u>\$ 9,631,860.53</u></b>

Note: The above amount includes:	
Bond Reserve Fund	688,823.56
CD Investment Account - 12 month	1,050,927.34
Money Market Investment	2,924,302.79
Health Insurance Restricted Reserve	380,000.00
BAN Funds for Construction	2,389,368.28
Total	<b><u>\$ 7,433,421.97</u></b>

General Unrestricted Operating Cash	2,198,438.56
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**APPROVAL OF VOUCHERS**  
**January 31, 2021**

<u>Total Of The General Vouchers</u>	<u>\$ 738,788.50</u>
<u>Gross Payroll</u>	<u>\$ 176,770.07</u>
<u>Net Payroll</u>	<u>\$ 109,564.76</u>

**BOARD OF WATER COMMISSIONERS**

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
SECRETARY

\_\_\_\_\_  
MEMBER

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SUPERINTENDENT

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# ANNUAL WATER TREATMENT OPERATIONS SUMMARY

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## COMPARISION 2020 VS 2019

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### PUMPING OPERATIONS

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<u>PUMPAGE</u>	<u>(MG)</u>	<u>% Change</u>
Low Lift	4,271.599	-6.38%
High Lift	4,246.024	-6.18%
<u>EXPENSES</u>	<u>(\$)</u>	<u>% Change</u>
Electricity, Chemicals, Natural Gas	\$751,776.00	-9.04%
Sludge Disposal	\$178,175.00	-3.72%
Grand Total Cost	\$929,951.00	-8.07%
	<u>(\$/MG)</u>	<u>% Change</u>
Expenses and Pumpage	\$219.02	-2.01%
Expenses and Pumpage (w/o sludge)	\$177.05	-3.06%

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### ELECTRICAL USAGE AND EXPENSES (53%)

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<u>USAGE</u>	<u>(KWH)</u>	<u>% Change</u>
Remote Site Pump Stations and Reservoirs	159,251	-14.83%
Plant Complex	5,932,156	-5.30%
Grand Total	6,091,407	-5.58%
<u>EXPENSE</u>	<u>(\$)</u>	<u>% Change</u>
Remote Site Pump Stations and Reservoirs	\$114,308.22	-2.80%
Plant Complex	\$375,872.58	-8.66%
Grand Total Cost	\$490,180.80	-7.35%

## CHEMICAL USAGE AND EXPENSES (25%)

<u>USAGE</u>	(LBS)	% Change
ALUMINIUM SULFATE	689,048	-9.60%
SODIUM HYPOCHLORITE	85,357	-7.55%
HYDROFLUOSILIC ACID	21,095	-10.70%
CATIONIC POLYMER	5,061	-11.01%
POTASSIUM PERMANGANATE	1,182	-35.13%
LIQUID PHOSPHATE	30,541	4.85%
<u>EXPENSE</u>	(\$)	% Change
ALUMINIUM SULFATE	\$97,500.30	-11.17%
SODIUM HYPOCHLORITE	\$69,821.93	-16.35%
HYDROFLUOSILIC ACID	\$18,563.34	-10.70%
CATIONIC POLYMER	\$7,843.47	-11.02%
POTASSIUM PERMANGANATE	\$4,314.90	-35.14%
LIQUID PHOSPHATE	\$38,797.07	4.85%
GRAND TOTAL	\$236,831.01	-11.13%

\*Chemical expenses include suppliers price increase or decrease.

## NATURAL GAS USAGE AND EXPENSES (3%)

<u>HEATING USAGE</u>	(CCF)	% Change
Remote Site Pump Stations and Reservoirs	13,310	-0.25%
Plant Complex	38,866	-5.19%
<u>PUMPING USAGE</u>		
Plant Complex	5,641	0.07%
GRAND TOTAL	5,7817	-3.59%
<u>EXPENSE</u>	(\$)	% Change
Remote Site Pump Stations and Reservoirs	\$6,442.36	-26.49%
Plant Complex	\$18,322.48	-17.42%
GRAND TOTAL	\$24,764.84	-19.99%

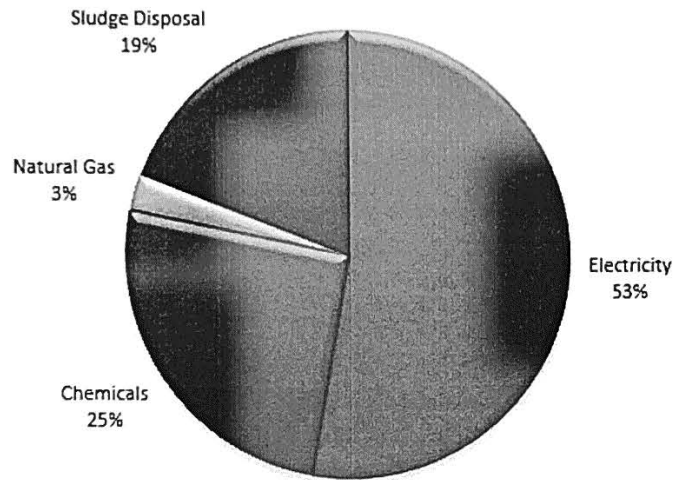
## SLUDGE DISPOSAL AND EXPENSES (19%)

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<u>SLUDGE DISCHARGE</u>	<u>(Gallons)</u>	<u>% Change</u>
Backwash and South Basin (WWTP)	4,763,025	-12.29%
Sludge Dewatering Operations (contractor services)	1,631,684	-22.18%
	<u>(Wet Tons)</u>	<u>% Change</u>
Sludge Dewatering Operations (contractor services)	525.95	-12.90%
	<u>(\$)</u>	<u>% Change</u>
<u>EXPENSE</u>		
Backwash and South Basin (WWTP)	\$23,868.78	-37.96%
Sludge Dewatering Operations (contractor services)	\$154,306.34	-1.16%
<b>GRAND TOTAL</b>	<b>\$178,175.12</b>	<b>-3.72%</b>

\* Backwash and South Basin sludge disposal costs do not reflect the current actual monthly sludge discharge total to date due to billing cycles

## 2020 Production Expenses



Electricity \$529,091.15  
Chemicals \$266,478.04  
Natural Gas \$30,950.92  
Sludge Disposal \$185,050.35

■ Electricity ■ Chemicals ■ Natural Gas ■ Sludge Disposal

## 2020 PRODUCTION EXPENSE 5-year Comparison

	2015	2016	2017	2018	2019	5-year Average
<b>HL PUMPAGE (MG)</b>	4,524.000	4,546.000	4,609.348	4,807.482	4,525.718	4,602.510
<b>ELECTRICITY</b>	\$499,367	\$525,047	\$514,942	\$537,526	\$529,091	\$521,195
<b>CHEMICALS</b>	\$248,682	\$219,255	\$210,135	\$241,903	\$266,478	\$237,291
<b>NATURAL GAS</b>	\$25,130	\$21,177	\$27,639	\$29,043	\$30,951	\$26,788
<b>SLUDGE DISPOSAL</b>	\$129,949	\$174,497	\$164,423	\$183,578	\$185,050	\$167,499
<b>TOTAL</b>	\$903,128	\$939,976	\$917,139	\$992,050	\$1,011,570	\$952,773
<b>\$/MG</b>	\$199.63	\$206.77	\$198.97	\$206.36	\$223.52	\$207.05
<b>\$/MG (w/o sludge cost)</b>	\$170.91	\$168.39	\$163.30	\$168.17	\$182.63	\$170.68

2020	Difference
4,246.024	-7.75%
\$490,180	-5.95%
\$236,831	-0.19%
\$24,765	-7.55%
\$178,175	6.37%
\$929,951	-2.40%
\$219.02	5.78%
\$177.05	3.74%

**\*NOTES:**

Natural Gas: Based on most current 12 Mo. Ave. or best projections

Electrical & Chemicals: Based on most current 12 Mo. Average or best projections that includes H.L. & L.L.

Ultraviolet disinfection operating costs are included in 2016-2020 electricity totals

2015-2020 Sludge Disposal includes monthly backwash/blowdown, plus spring/fall filtrate and basin cleaning contractor charges

## Power Usage as KwH / MG

	Pumpage MG	Pumping KwH	Other KwH	Total KwH	Pumping KwH/MG	Total KwH/MG
2001	5,570	6,606,797	117,603	6,724,400	1186	1207
2002	5,384	6,628,302	125,339	6,753,641	1231	1254
2003	5,119	6,512,464	135,518	6,647,982	1272	1299
2004	4,998	6,248,573	151,096	6,399,669	1250	1280
2005	4,904	6,276,858	139,500	6,416,358	1280	1308
2006	4,955	6,148,536	129,563	6,278,099	1241	1267
2007	5,210	6,714,171	127,077	6,841,248	1289	1313
2008	4,580	6,031,837	123,238	6,155,075	1317	1344
2009	4,130	5,276,484	116,583	5,393,067	1277	1306
2010	4,445	5,764,229	96,025	5,860,254	1297	1318
2011	4,499	5,901,327	116,520	6,017,847	1312	1338
2012	4,421	6,052,201	105,537	6,157,738	1369	1393
2013	4,426	6,122,050	115,333	6,237,383	1383	1409
2014	4,591	6,252,219	145,522	6,397,741	1362	1394
2015	4,524	6,052,990	114,358	6,167,348	1338	1363
2016	4,546	6,234,248	119,131	6,353,379	1371	1398
2017	4,609	6,269,480	131,791	6,401,271	1360	1389
2018	4,807	6,646,472	132,566	6,779,038	1383	1410
2019	4,525	6,264,464	186,986	6,451,450	1384	1426
2020	4,246	5,932,156	159,251	6,091,407	1397	1435

**MAIN PLANT  
POWER SUMMARY - 2020**

Read Date	SYS. DEL. Million Gallons For Month	TOTAL KW-HRS	SYS. DEL. KwH/MG	KW-HRS On Peak 8am-10pm	KW-HRS Off Peak 10pm-8am	RKVA HRS	Measured Demand		Net Demand Charge	Net Energy Chg. Excl. Fuel Adj.	Credits (Fuel) (Pri. Met.)	Customer Demand Charges	Customer Charges	Fuel Adjustment	Total Net Bill	\$/KWH
							On Peak 8am-10pm	Off Peak 10pm-8am								
January 31, 2020	372.676	478,800	1,285	185,787	234,555	289,200	858	1123	\$10,714.86	\$23,183.35	\$1,078.36	\$2,470.60	\$351.70	\$1,095.57	<b>\$34,546.58</b>	\$0.082187
February 28, 2020	345.166	408,000	1,182	173,171	174,482	243,600	841	1114	\$10,550.47	\$20,268.87	\$1,000.22	\$2,450.80	\$314.32	\$1,059.45	<b>\$31,524.79</b>	\$0.090679
March 31, 2020	343.872	433,200	1,260	206,514	223,742	264,000	837	999	\$10,511.79	\$19,941.40	\$963.01	\$2,197.80	\$339.24	\$1,123.51	<b>\$30,903.71</b>	\$0.071828
April 30, 2020	243.322	297,600	1,223	152,305	144,852	186,000	691	695	\$9,099.97	\$13,734.73	\$781.37	\$2,197.80	\$326.78	\$770.53	<b>\$23,807.38</b>	\$0.080117
May 29, 2020	285.073	318,000	1,116	153,471	164,526	198,000	695	695	\$9,138.65	\$14,591.39	\$802.41	\$2,197.80	\$320.55	\$824.57	<b>\$24,039.41</b>	\$0.075596
June 30, 2020	364.889	442,800	1,214	130,813	219,343	279,600	810	796	\$10,250.70	\$22,124.24	\$1,010.43	\$2,197.80	\$339.24	\$1,148.65	<b>\$32,752.90</b>	\$0.093538
July 31, 2020	407.612	470,400	1,153	139,464	222,633	300,000	815	977	\$10,299.05	\$23,790.41	\$1,047.37	\$2,158.20	\$320.70	\$1,219.92	<b>\$34,301.07</b>	\$0.094729
August 29, 2020	438.233	474,000	1,082	133,138	225,318	298,800	817	1000	\$10,318.39	\$24,034.22	\$1,058.12	\$2,200.00	\$308.24	\$1,227.63	<b>\$34,575.10</b>	\$0.096456
September 30, 2020	396.978	489,600	1,233	232,168	252,082	310,800	833	829	\$10,473.11	\$22,627.47	\$1,025.73	\$2,200.00	\$326.93	\$1,271.43	<b>\$33,330.35</b>	\$0.068829
October 30, 2020	372.106	427,200	1,148	220,888	206,219	266,400	826	779	\$10,405.42	\$19,763.24	\$956.53	\$2,200.00	\$314.47	\$1,107.49	<b>\$30,619.11</b>	\$0.071690
November 26, 2020	343.915	378,000	1,099	186,052	191,745	230,400	780	778	\$9,960.60	\$17,377.01	\$888.95	\$2,200.00	\$295.78	\$979.63	<b>\$27,964.81</b>	\$0.074021
December 30, 2020	331.982	444,000	1,337	166,078	240,252	272,400	716	766	\$9,341.20	\$20,962.36	\$958.80	\$2,200.00	\$339.39	\$1,152.12	<b>\$30,732.03</b>	\$0.075633
<b>Total</b>	<b>4,246.024</b>	<b>5,061,600</b>	<b>14,332</b>	<b>2,079,849</b>	<b>2,499,749</b>	<b>3,139,200</b>	<b>9,519</b>	<b>10,551</b>	<b>\$121,064.21</b>	<b>\$242,398.69</b>	<b>\$11,571.30</b>	<b>\$26,870.80</b>	<b>\$3,897.34</b>	<b>\$12,980.50</b>	<b>\$369,097.24</b>	
Ave.	353.835	421,800	1,194	173,321	208,312	261,600	793	879	\$10,088.68	\$20,199.89	\$964.28	\$2,239.23	\$324.78	\$1,081.71	\$30,758.10	
Max.	438.233	489,600	1,337	232,168	252,082	310,800	858	1,123	\$10,714.86	\$24,034.22	\$1,078.36	\$2,470.60	\$351.70	\$1,271.43	\$34,575.10	
Min.	243.322	297,600	1,082	130,813	144,852	186,000	691	695	\$9,099.97	\$13,734.73	\$781.37	\$2,158.20	\$295.78	\$770.53	\$23,807.38	

Overpayment Refund \$582.00

Total KW-HRS >>	<b>5,061,600</b>
Total COST-\$ >>	<b>\$369,097.24</b>
Ave. KwH / MG	<b>1,194</b>
Ave. Cost / MG	<b>\$86.93</b>

Ave. Yearly Cost per KWH	<b>\$0.0729211</b>
Fuel Adjustment Total	<b>\$12,980.50</b>

### Plant Kwh usage and cost

Year	Kwh	Cost	\$ / Kwh	% +/-
1999	6,183,600	\$228,416	\$0.036939	
2000	6,459,000	\$260,595	\$0.040346	9.22%
2001	6,144,000	\$280,243	\$0.045613	13.05%
2002	6,194,400	\$290,848	\$0.046953	2.94%
2003	6,088,800	\$320,256	\$0.052598	12.02%
2004	5,779,200	\$321,486	\$0.055628	5.76%
2005	5,791,200	\$343,362	\$0.059290	6.58%
2006	5,654,400	\$360,610	\$0.063775	7.56%
2007	5,629,600	\$380,509	\$0.067591	5.98%
2008	5,421,600	\$366,806	\$0.067656	0.10%
2009	4,746,000	\$326,630	\$0.068822	1.72%
2010	5,110,830	\$363,165	\$0.071058	3.25%
2011	5,240,400	\$374,558	\$0.071475	0.59%
2012	5,295,600	\$379,948	\$0.071748	0.38%
2013	5,288,400	\$356,339	\$0.067381	-6.09%
2014	5,430,000	\$383,123	\$0.070557	4.71%
2015	5,272,800	\$392,347	\$0.074410	5.46%
2016	5,396,400	\$413,593	\$0.076642	3.00%
2017	5,452,800	\$407,458	\$0.074725	-2.50%
2018	5,716,800	\$424,952	\$0.074334	-0.52%
2019	5,366,400	\$405,715	\$0.075603	1.71%
2020	5,061,600	\$369,097	\$0.072921	-3.55%

# Natural Gas Usage for 2020

PLANT COMPLEX:

Date	Quantity		AMOUNT FOR PUMPING		AMOUNT FOR HEATING PLANT		Total	Cost Per.
	Used CCF	Billed	Quantity (CCF)	Cost/Use	Quantity (CCF)	Cost/Use	Bill	CCF
<b>2020</b>								
Jan	2,918	\$1,189.01	1043	\$425.00	1,875	\$764.01	\$1,189.01	\$0.407474
Feb	2,694	\$1,125.37	561	\$234.35	2,133	\$891.02	\$1,125.37	\$0.417732
Mar	1,806	\$900.82	60	\$29.93	1,746	\$870.89	\$900.82	\$0.498793
Apr	1,926	\$878.31	749	\$341.57	1,177	\$536.75	\$878.31	\$0.456028
May	1,172	\$402.16	583	\$200.05	589	\$202.11	\$402.16	\$0.343140
Jun	251	\$117.33	251	\$117.33	0	\$0.00	\$117.33	\$0.467450
Jul	389	\$147.18	389	\$147.18	0	\$0.00	\$147.18	\$0.378355
Aug	596	\$253.97	596	\$253.97	0	\$0.00	\$253.97	\$0.426124
Sep	469	\$214.26	469	\$214.26	0	\$0.00	\$214.26	\$0.456844
Oct	992	\$376.50	516	\$195.84	476	\$180.66	\$376.50	\$0.379536
Nov	2,356	\$1,222.08	362	\$187.77	1,994	\$1,034.31	\$1,222.08	\$0.518710
Dec	1,969	\$938.11	62	\$29.54	1,907	\$908.57	\$938.11	\$0.476440
<b>Total</b>	<b>17,538</b>	<b>\$7,765.10</b>	<b>5,641</b>	<b>\$2,376.78</b>	<b>11,897</b>	<b>\$5,388.32</b>	<b>\$7,765.10</b>	<b>\$0.442759</b>

Grand Total

Heating =	11,897	Pumping =	5,641
	<b>\$5,388.32</b>		<b>\$2,376.78</b>

GEORGIA AVE. BOOSTER

Date	CCF	Cost
2020	Used	Cost
Jan	208	\$139.43
Feb	164	\$94.02
Mar	110	\$82.46
Apr	180	\$99.97
May	125	\$68.13
Jun	9	\$15.26
Jul	16	\$35.00
Aug	18	\$35.00
Sep	22	\$41.49
Oct	19	\$37.70
Nov	72	\$65.42
Dec	175	\$122.63
<b>Total</b>	<b>1118</b>	<b>\$836.51</b>
		<b>\$0.748220</b>

WILGUS AVE. BOOSTER

Date	CCF	Cost
2020	Used	Cost
Jan	63	\$44.60
Feb	63	\$44.60
Mar	30	\$30.84
Apr	43	\$37.42
May	14	\$21.84
Jun	0	\$16.77
Jul	0	\$17.88
Aug	0	\$16.21
Sep	0	\$16.77
Oct	0	\$17.33
Nov	7	\$19.95
Dec	47	\$39.32
<b>Total</b>	<b>267</b>	<b>\$323.53</b>
		<b>\$1.211723</b>

OFFICE COMPLEX

Date	CCF	Cost
2020	Used	Cost
Jan	1,065	\$451.51
Feb	1,181	\$50.83
Mar	1,115	\$567.07
Apr	918	\$434.95
May	604	\$221.60
Jun	396	\$168.05
Jul	324	\$127.81
Aug	406	\$182.08
Sep	462	\$211.48
Oct	544	\$219.77
Nov	1,657	\$775.54
Dec	1,141	\$555.86
<b>Total</b>	<b>9,813</b>	<b>\$3,966.55</b>
		<b>\$0.404214</b>

SOUTH BASIN

Date	CCF	Cost
2020	Used	Cost
Jan	3,288	\$1,368.31
Feb	3,355	\$1,425.14
Mar	2,971	\$1,507.12
Apr	2,329	\$1,125.47
May	1,414	\$563.85
Jun	131	\$186.03
Jul	6	\$164.27
Aug	2	\$143.78
Sep	68	\$183.13
Oct	1,346	\$594.83
Nov	3,333	\$1,778.54
Dec	3,085	\$1,516.91
<b>Total</b>	<b>21,328</b>	<b>\$10,557.38</b>
		<b>\$0.495001</b>

ERIE AVE. BSTR.

Date	CCF	Cost
0	Used	Cost
Jan	363	\$172.50
Feb	390	\$192.67
Mar	266	\$158.09
Apr	395	\$239.10
May	129	\$89.39
Jun	28	\$41.72
Jul	0	\$29.59
Aug	30	\$40.28
Sep	4	\$33.10
Oct	107	\$81.48
Nov	72	\$55.39
Dec	328	\$182.46
<b>Total</b>	<b>2,112</b>	<b>\$1,315.77</b>
		<b>\$0.622997</b>

TOTAL GAS COST = \$24,764.84  
 TOTAL GAS (CCF)= 52,176  
 AVE. \$/CCF= \$0.474640  
 TOTAL GAS (THERM)= 52,959  
 AVE. \$/THERM= \$0.467626

Total Gas for Plant Heating(CCF) = 33,225  
 Total Gas for Plant Heating(\$) = \$15,945.70

Month	KWH's	Cost
Jan	0	\$0.00
Feb	0	\$0.00
Mar	0	\$0.00
Apr	0	\$0.00
May	0	\$0.00
Jun	0	\$0.00
Jul	0	\$0.00
Aug	0	\$0.00
Sep	0	\$0.00
Oct	0	\$0.00
Nov	0	\$0.00
Dec	0	\$0.00
<b>TOTALS</b>	<b>0</b>	<b>\$0.00</b>
	\$/KwH	#DIV/0!

RESERVOIR : HORIZON TOWER		
Month	KWH's	Cost
Jan	4980	\$616.43
Feb	4049	\$502.49
Mar	3180	\$400.66
Apr	1289	\$162.15
May	904	\$127.07
Jun	904	\$127.67
Jul	392	\$67.48
Aug	153	\$36.11
Sep	73	\$28.24
Oct	116	\$13.88
Nov	282	\$50.52
Dec	2678	\$343.16
<b>TOTALS</b>	<b>19000</b>	<b>\$2,475.86</b>
	\$/KwH	\$0.130308

RESERVOIR : TAYLOR HILL TOWER		
Month	KWH's	Cost
Jan	3,084	\$372.14
Feb	2,603	\$315.26
Mar	2,515	\$307.11
Apr	2,010	\$248.33
May	1,607	\$201.43
Jun	1,346	\$173.14
Jul	1,048	\$138.32
Aug	901	\$120.26
Sep	1,078	\$142.34
Oct	1,385	\$176.49
Nov	1,632	\$203.15
Dec	2,938	\$354.69
<b>TOTALS</b>	<b>22,147</b>	<b>\$2,752.66</b>
	\$/KwH	\$0.124290

2nd Service 72 Park		
Month	KWH's	Cost
Jan	1,000	\$335.69
Feb	800	\$319.10
Mar	1,000	\$439.00
Apr	1,400	\$497.36
May	4,200	\$916.74
Jun	800	\$410.90
Jul	1000	\$440.08
Aug	1000	\$437.71
Sep	1000	\$442.59
Oct	1000	\$421.71
Nov	7800	\$1,611.67
Dec	1400	\$502.28
<b>TOTALS</b>	<b>22,400</b>	<b>\$6,774.83</b>
	\$/KwH	\$0.302448

BOOSTER STATION : GEORGIA AVENUE		
Month	KWH's	Cost
Jan	48,300	\$5,220.48
Feb	50,400	\$4,730.55
Mar	55,500	\$4,840.49
Apr	20,700	\$2,825.74
May	19,200	\$2,692.03
Jun	44,700	\$4,535.04
Jul	50,100	\$4,912.07
Aug	57,600	\$5,349.39
Sep	59,400	\$5,336.49
Oct	52,800	\$4,761.84
Nov	51,300	\$4,617.67
Dec	56,100	\$5,091.74
<b>TOTALS</b>	<b>566,100</b>	<b>\$54,913.53</b>
	\$/KwH	\$0.097003

BOOSTER STATION : WILGUS AVENUE		
Month	KWH's	Cost
Jan	3,300	\$405.55
Feb	3,100	\$378.83
Mar	3,400	\$414.83
Apr	3,200	\$390.83
May	3,100	\$378.83
Jun	3,400	\$414.83
Jul	3,400	\$413.24
Aug	3,000	\$366.92
Sep	3,300	\$356.21
Oct	3,100	\$378.92
Nov	2,800	\$342.93
Dec	3,500	\$426.92
<b>TOTALS</b>	<b>38,600</b>	<b>\$4,668.84</b>
	\$/KwH	\$0.120954

PRESSURE PIT : EE PARK		
Month	KWH's	Cost
Jan	5,317	\$622.58
Feb	4,618	\$539.80
Mar	5,504	\$640.71
Apr	6,778	\$781.78
May	5,558	\$645.06
Jun	5,663	\$658.45
Jul	5,337	\$620.77
Aug	5,633	\$652.68
Sep	5,730	\$665.18
Oct	5,312	\$617.42
Nov	4,913	\$571.20
Dec	5,193	\$606.36
<b>TOTALS</b>	<b>65,556</b>	<b>\$7,621.79</b>
	\$/KwH	\$0.116264

PLANT COMPLEX		
Month	KWH's	Cost
Jan	478,000	\$34,546.58
Feb	408,000	\$31,524.79
Mar	433,200	\$30,903.71
Apr	297,600	\$23,807.37
May	318,000	\$24,039.41
Jun	442,800	\$32,752.90
Jul	470,400	\$34,301.07
Aug	474,000	\$34,575.10
Sep	489,600	\$33,330.35
Oct	427,200	\$30,619.11
Nov	378,000	\$27,964.81
Dec	444,000	\$30,732.55
<b>TOTALS</b>	<b>5,060,800</b>	<b>\$369,097.75</b>
	\$/KwH	\$0.072933

RESERVOIR : E.E. TOWER		
Month	KWH's	Cost
Jan	2138	\$266.02
Feb	1711	\$135.53
Mar	2037	\$252.59
Apr	1705	\$213.27
May	1589	\$199.36
Jun	1,277	\$165.21
Jul	1075	\$141.43
Aug	920	\$122.45
Sep	1139	\$149.35
Oct	1244	\$160.27
Nov	1310	\$166.13
Dec	1843	\$231.43
<b>TOTALS</b>	<b>17,988</b>	<b>\$2,203.04</b>
	\$/KwH	\$0.122473

PRV PIT: WASHINGTON AVE.		
Month	KWH's	Cost
Jan	1534	\$206.28
Feb	1405	\$187.73
Mar	1234	\$168.83
Apr	827	\$118.37
May	581	\$87.94
Jun	359	\$62.88
Jul	195	\$42.41
Aug	271	\$50.40
Sep	435	\$72.07
Oct	391	\$65.54
Nov	621	\$91.57
Dec	1186	\$1,646.23
<b>TOTALS</b>	<b>9,039</b>	<b>\$2,800.25</b>
	\$/KwH	\$0.309796

ERIE AVE. BOOSTER		
Month	KWH's	Cost
Jan	12,800	\$1,963.98
Feb	11,600	\$1,909.49
Mar	15,200	\$2,110.85
Apr	15,200	\$2,110.85
May	15,100	\$2,106.79
Jun	16,400	\$2,200.88
Jul	13,200	\$2,130.37
Aug	16,000	\$2,390.42
Sep	17,600	\$2,370.97
Oct	14,000	\$1,963.50
Nov	15,600	\$2,093.07
Dec	16,000	\$2,187.35
<b>TOTALS</b>	<b>178,700</b>	<b>\$25,538.52</b>
	\$/KwH	\$0.142913

OFFICE / MAINTENANCE SHOP		
Month	KWH's	Cost
Jan	6,207	\$731.69
Feb	5,220	\$614.80
Mar	6,451	\$754.50
Apr	6,140	\$719.80
May	7,995	\$925.15
Jun	2,101	\$1,722.52
Jul	13,002	\$892.63
Aug	11,458	\$1,309.26
Sep	13,630	\$1,553.36
Oct	8,591	\$986.50
Nov	4,690	\$500.08
Dec	5,592	\$623.64
<b>TOTALS</b>	<b>91,077</b>	<b>\$11,333.73</b>
	\$/KwH	\$0.124441

## 2020 ELECTRICITY

\$490,180.80	=	GRAND TOTAL
\$114,308.22	=	TOTAL WITHOUT PLANT COMPLEX & 2ND SERVICE
\$375,872.58	=	TOTAL FOR PLANT COMPLEX & 2ND SERVICE
5,932,156	=	TOTAL KWH FOR PUMPING
159,251	=	TOTAL KWH ALL OTHERS
6,091,407	=	TOTAL KWH
\$0.080471	=	AVE. COST OF ALL POWER PER KW

### Chemical Usage 2020

2020	Alum		NaOCl		Fluoride		Powdered Activated Carbon		Polymer		KMnO4		Liquid Phosphate		Monthly Total \$
	Lbs.	Cost \$	Lbs.	Cost \$	Lbs.	Cost \$	Lbs.	Cost \$	Lbs.	Cost \$	Lbs.	Cost \$	Lbs.	Cost \$	
Jan	99,324	\$14,054.35	7,293	\$5,965.67	2,076	\$1,826.88	0	\$0.00	100	\$155.00	0	\$0.00	2,678	\$3,401.06	\$25,402.96
Feb	78,383	\$11,091.19	6,207	\$5,077.33	1,974	\$1,737.12	0	\$0.00	0	\$0.00	0	\$0.00	2,479	\$3,148.33	\$21,053.97
Mar	68,177	\$9,647.05	6,269	\$5,128.04	2,055	\$1,808.40	0	\$0.00	57	\$87.73	0	\$0.00	2,460	\$3,124.20	\$19,795.42
Apr	36,209	\$5,123.57	5,061	\$4,139.80	1,375	\$1,210.00	0	\$0.00	1,732	\$2,685.22	0	\$0.00	1,689	\$2,145.03	\$15,303.62
May	50,793	\$7,187.21	5,830	\$4,768.94	1,554	\$1,367.52	0	\$0.00	1,318	\$2,042.59	0	\$0.00	2,055	\$2,609.85	\$17,976.11
Jun	39,017	\$5,520.91	6,856	\$5,608.21	1,650	\$1,452.00	0	\$0.00	0	\$0.00	65	\$238.25	2,686	\$3,411.22	\$16,230.59
Jul	39,738	\$5,622.93	9,715	\$7,946.87	1,879	\$1,653.52	0	\$0.00	0	\$0.00	383	\$1,397.84	3,013	\$3,826.51	\$20,447.67
Aug	48,055	\$6,799.78	10,232	\$8,369.78	1,984	\$1,745.92	0	\$0.00	0	\$0.00	411	\$1,498.80	3,234	\$4,107.18	\$22,521.46
Sep	55,665	\$7,876.60	8,421	\$6,888.38	1,825	\$1,606.00	0	\$0.00	0	\$0.00	319	\$1,165.04	2,839	\$3,605.53	\$21,141.55
Oct	55,617	\$7,869.81	6,803	\$5,564.85	1,582	\$1,392.16	0	\$0.00	74	\$113.93	4	\$14.97	2,628	\$3,337.56	\$18,293.28
Nov	61,789	\$8,743.14	6,517	\$5,330.91	1,597	\$1,405.36	0	\$0.00	1462	\$2,266.10	0	\$0.00	2,422	\$3,075.94	\$20,821.45
Dec	56,281	\$7,963.76	6,153	\$5,033.15	1,544	\$1,358.46	0	\$0.00	318	\$492.90	0	\$0.00	2,358	\$2,994.66	\$17,842.93
<b>Total</b>	<b>689,048</b>	<b>\$97,500.30</b>	<b>85,357</b>	<b>\$69,821.93</b>	<b>21,095</b>	<b>\$18,563.34</b>	<b>0</b>	<b>\$0.00</b>	<b>5061</b>	<b>\$7,843.47</b>	<b>1,182</b>	<b>\$4,314.90</b>	<b>30,541</b>	<b>\$38,787.07</b>	<b>\$236,831.01</b>
Average	57,421	\$8,125.03	7,113	\$5,818.49	1,758	\$1,546.95	0	\$0.00	421.75	\$653.62	99	\$359.58	2,545	\$3,232.26	\$19,735.92
Maximum	99,324	\$14,054.35	10,232	\$8,369.78	2,076	\$1,826.88	0	\$0.00	1732	\$2,685.22	411	\$1,498.80	3,234	\$4,107.18	\$25,402.96
Minimum	36,209	\$5,123.57	5,061	\$4,139.80	1,375	\$1,210.00	0	\$0.00	0	\$0.00	0	\$0.00	1,689	\$2,145.03	\$15,303.62
\$/LB		\$0.1415		\$0.8180		\$0.8800		#DIV/0!		\$1.5498		\$3.6505		\$1.2700	

	2019	2019	
	Lbs.	Lbs.	Difference
Alum	762,250	689,048	-9.60%
NaOCL	92,330	85,357	-7.55%
Fluoride	23,623	21,095	-10.70%
Polymer	5,687	5,061	-11.01%
KMNO4	1,822	1,182	-35.13%
Phosphate	29,128	30,541	4.85%

**Year To Date of all Chemicals: 2020**

**\$236,831.01**

# MONTHLY CONSTRUCTION-MAINTENANCE DEPARTMENT REPORT

January 2021

## **Distribution System Maintenance:**

- Replaced a hydrant at South 22<sup>nd</sup> Street and Georgia Avenue and completed site restoration.
- Aided in installation of water meter at new Aurora hospital site.
- Repaired and maintained street barricades.
- Started building a new trailer to be used on all concrete repair and replacement jobs.
- Repaired multiple main breaks throughout the city.
- Saw cut and made repairs to water main break service holes.
- Hauled in fill to replenish stock.
- Inspection of water main being installed in the new Stonebrook Subdivision.

## **Taps:**

- 1" tap at 218 Prospect Avenue. Lead service removed from system.

## **Building/Grounds Maintenance:**

- General shop maintenance and cleaning.
- Snow removal at all Water Utility sites.

## **Equipment Maintenance:**

- Performed routine maintenance and repairs on construction equipment and vehicle fleet.
- Repair on Volvo Excavator

## Distribution System -- January 2021

### Street Valves and Hydrant Valves Installed (including water main projects and others)

Location	Date Installed	Size ("), Jt	Installed By	Type
----------	----------------	--------------	--------------	------

Total Valves Installed = 0

### Street Valves and Hydrant Valves Removed

Location	Installed	Abandoned	Type
----------	-----------	-----------	------

Total Valves Removed = 0

### Street Valves and Hydrant Valves Abandoned

Location	Installed	Abandoned
----------	-----------	-----------

Total Valves Abandoned = 0

### Street Valves and Hydrant Valves Maintained

Location	Maintained	Size
----------	------------	------

Total Valves Maintained = 0

### Hydrants Installed (including water main projects and others)

Location	Installed	Tr Size	Valve	By
Georgia Ave. at S. 22nd St. (SE)	1/6/2021	6'	y	ute.

Total Hydrants Installed = 1

### Hydrants Removed (including water main projects and others)

Location	Installed	Removed	Hyd Valve?
Georgia Ave. at S. 22nd St. (SE)	1/6/2021	6'	y ute.

Total Hydrants Removed = 1

### Hydrants Abandoned (including water main projects and others)

Location	Installed	Abandoned	Tr Size	Hyd Valve?
----------	-----------	-----------	---------	------------

Total Hydrants Abandoned = 0

### Hydrants Maintained/Moved (including water main projects and others)

Location	Installed	Maintained
----------	-----------	------------

Total Hydrants Maintained/Moved = 0

### Water Main Breaks

Location	Date	Size
Alabama Ave at S. 15th St	1/4/2021	6"
1518 Huron Ave	1/4/2021	4"
Wedemeyer Ave and Wilson Ave	1/17/2021	6"
Washington Ave and S. 12th St	1/17/2021	10"
815 N. 29th St	1/24/2021	6"
2205 S. 15th St	1/27/2021	6"

Total Water Main Breaks = 6

### SUMMARY

Number of feet of 4 inch water main installed	0	water main
Number of feet of 6 inch hydrant lead installed	0	
Number of feet of 6 inch water main installed	0	
Number of feet of 8 inch water main installed	0	
Number of feet of 12 inch water main installed	0	
Number of feet of 16 inch water main installed	0	
Number of feet of 20 inch water main installed	0	
Number of feet of 24 inch water main installed	0	hydrants
Number of feet of water main abandoned or removed	0	
Number of water main breaks repaired	6	
Number of hydrants installed	1	valves
Number of hydrants removed or abandoned	1	
Number of hydrants maintained or moved	0	
Number of street valves installed	0	valves
Number of hydrant valves installed	0	
Number of street valves removed or abandoned	0	
Number of hydrant valves removed or abandoned	0	
Number of valves maintained	0	
Number of water connections installed	1	

# CUSTOMER RELATIONS & FISCAL SUMMARY

## UTILITY BILLS

Mailed  
5577

Emailed  
1875



## PAYMENT TRANSACTIONS

Electronic 4,117

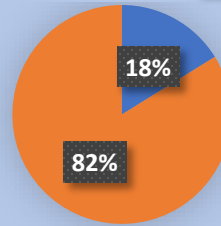
Cash & Check 2,793

#

6,910

Total Number of  
Payments Processed

4  
Payments Returned  
Not Honorable



■ Auto-Pay  
■ One Time

Jan 2020    Jan 2021

Payment Window	828	199
Drop Box Payments	337	415
Electronic Payments	3875	4117
Cash/Check Payments	2106	2179
<b>Total Payments</b>	<b>7146</b>	<b>6910</b>

## COLLECTIONS

District 3 *\*Suspended Disco Program  
due to PSC rule regarding pandemic*

\$ 1,062,332

Billed

\$219,634

Outstanding After  
Due Date

913

Past Due  
Letters Mailed

0

Properties  
Disconnected

\$78,396

Outstanding At  
Month End

## CUSTOMER SERVICE

	Jan 2020	Jan 2021
Answered Calls	1647	<b>1128</b>
Account Transfers	187	<b>206</b>
Property Data Requests	82	<b>84</b>

## PSC COMPLAINTS

0 PSC Complaint(s) Filed

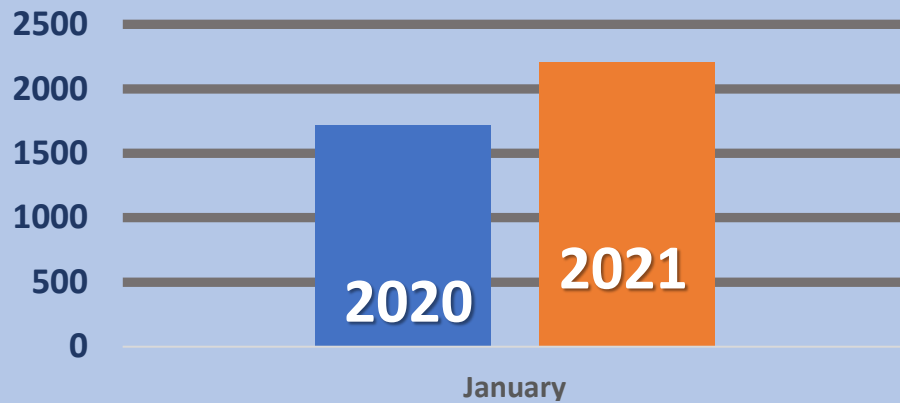
## ACCOUNTS PAYABLE

170 Invoices Paid

JANUARY  
2020

# CUSTOMER RELATIONS & FISCAL SUMMARY

## SERVICE TECH MILES DRIVEN



## CROSS CONNECTION

**5** Inspections

\*Commercial/Industrial CCC Program started back up in June 2020. Previously suspended due to COVID-19.

## LEAK ALLOWANCE

**5** Customer Requests **795** CCF Allowed @ Reduced Rate



## SERVICE LEAKS

**0** New Reported Leaks

**1** Leaks Fixed

**1** Active Leak(s) Month End

## METERS

**43**

Meters

Installed/Replaced

**0**

Meters Tested



**JANUARY  
2020**

# CUSTOMER RELATIONS & FISCAL SUMMARY

## FACEBOOK PAGE



6 January New Followers

668 Total Followers

## WEBSITE VISITORS

2,876



2020 Visits in January: 2,744

Top Page Viewed: Pay Your Bill

## MOST IMPRESSIONABLE FACEBOOK POSTS



**Sheboygan Water Utility**  
Published by Tamara Mae [?] · ★ Favorites · January 20 at 12:28 PM · 🌐

📄 Learn more about the new Raw Water Improvements Project including a new water intake! See the presentation from the Common Council meeting here: <https://bit.ly/2NhXyHn>

👍 **1,351** People Reached      98 Engagements      [Boost Post](#)

David Boenisch, City of Sheboygan - City Hall and 2 others      7 Shares

**Sheboygan Water Utility**  
Published by Tamara Mae [?] · ★ Favorites · January 6 · 🌐

⚠️ Georgia Ave Lane Closure ⚠️

The eastbound lane of Georgia Ave between S. 21 and S. 22nd will be closed this morning for a hydrant replacement. Please use caution when driving in this area.

👤 328 People Reached      11 Engagements      [Boost Post](#)

Dave Sartori      2 Shares

JANUARY  
2020

# CUSTOMER RELATIONS & FISCAL SUMMARY

## ADDITIONAL CR/F ACTIVITIES JANUARY

- ◆ The moratorium on disconnections was extended by the PSC to April 15, 2021. The Utility plans to resume the Disconnection Program after the April 15 date.
- ◆ Late Payment Charges will continue to be waived until April 15, 2021 per Board approval and as allowed by PSC.
- ◆ The USS continue to rotate their schedule in the office on teams of two.
- ◆ Service Techs continue meter change outs and testing for commercial and industrial accounts.
- ◆ The residential radio read (Orion) installation program is on hold due to the pandemic. We have approximately 1,100 Orions to install to complete the program.
- ◆ The payment window at the Utility office was temporarily closed starting Monday, October 19, 2020 due to the increase community spread of Covid-19. The payment window reopened Monday, January 11, 2021.
- ◆ Staff is working on a conversion to a new payment processor/online account access vendor: InvoiceCloud.
- ◆ Continued work with the software program used to manage the Lead Service Line Replacement Program Loans.

JANUARY  
2020

January 2021

OPERATIONS' DEPARTMENT MONTHLY REPORT

PUMPAGE	HIGH LIFT		LOW LIFT		2021 VS 2020	
	2020	2021	2020	2021		
Total in MG	372.676	357.533	375.358	356.125	HL -4.06%	
Daily Average (MG)	12.042	11.554	12.108	11.488		
Max. Day (MG)	14.289	13.889	14.198	13.742	2020 VS 2019	
Gal/Kwh	1,195	1,183	5,153	5,049	HL -5.28%	
<b>ELECTRICAL COSTS</b>						
		2020		2021		
A. Pumping:		Kwh	\$	Kwh	\$	
High Lift		309,720	\$22,347.05	300,381	\$23,182.23	
Low Lift		72,322	\$5,218.22	70,086	\$5,408.93	
Wash Pump 1		2,100	\$151.52	9,800	\$756.33	
Georgia St. Bstr.		48,300	\$5,220.48	44,400	\$4,322.00	
Wilgus Ave. Bstr.		3,300	\$405.55	3,100	\$386.42	
EE Pit / Bstr.		5,317	\$622.58	5,857	\$692.42	
Erie Ave. Bstr.		12,800	\$1,963.98	0	\$0.00	\$/Kwh
Sub Total		453,859	\$35,929.38	433,624	\$34,748.33	1.2%
B. Treat./Fiscal/Misc.		Kwh	\$	Kwh	\$	
Office & Maint. Bldg.		6,207	\$731.69	5,437	\$622.32	
Filter Plant / Pump Station / 2nd Service		63,658	\$5,000.91	56,533	\$4,363.03	
Sub Total		69,865	\$5,732.60	61,970	\$4,985.35	\$/Kwh -2.0%
C. Distribution:		Kwh	\$	Kwh	\$	
Taylor Hill Tank		3,084	\$371.14	2,951	\$361.05	
Kohler Meter Pit		0	\$0.00	0	\$0.00	
EE Tower		2,138	\$266.02	1,636	\$209.42	
Washington (PRV) Pit		1,534	\$206.28	1,343	\$184.36	
Sub Total		6,756	\$843.44	5,930	\$754.83	\$/Kwh
<b>Total Electrical Costs</b>		<b>530,480</b>	<b>\$42,505.42</b>	<b>501,524</b>	<b>\$40,488.50</b>	<b>0.8%</b>
Electrical Cost / MG			\$114.05		\$113.04	
<b>NATURAL GAS COSTS</b>						
		2020		2021		
		CCF Used	Cost	CCF Used	Cost	
Production Facility		2,918	\$1,189.01			
South Basin		3,288	\$1,368.31	3,328	\$1,620.41	
Georgia St. Bstr.		175	\$122.63			
Erie Ave. Bstr.		363	\$172.50	353	\$193.49	
Wilgus Ave. Bstr.		63	\$44.60			
Office & Maint. Bldg.		1,065	\$451.51	1,302	\$637.08	\$/CCF
<b>Total Natural Gas Costs</b>		<b>7,872</b>	<b>\$3,348.56</b>	<b>4,983</b>	<b>\$2,450.98</b>	<b>15.6%</b>
Natural Gas Cost / MG			\$8.99		\$6.84	
<b>CHEMICAL COSTS</b>						
		2020		2021		
		Lbs. Used	Cost	Lbs. Used	Cost	
Alum		99,324	\$14,054.35	51,481	\$7,284.56	0.0%
Carbon		0	\$0.00	0	\$0.00	#DIV/0!
Chlorine		7,293	\$5,965.67	4,249	\$2,931.81	-15.6%
Fluoride		2,076	\$1,826.88	1,649	\$1,792.46	23.5%
KMnO4		0	\$0.00	0	\$0.00	#DIV/0!
Cationic Polymer		100	\$155.00	52	\$81.22	0.0%
Liquid Phosphate		2,678	\$3,401.06	2,609	\$3,449.10	4.1%
<b>Total Chemical Costs</b>			<b>\$25,402.96</b>		<b>\$15,539.15</b>	<b>-38.8%</b>
Chemical Cost / MG			\$68.16		\$43.38	
<b>Grand Total</b>			<b>\$71,256.94</b>		<b>\$58,478.63</b>	<b>-17.93%</b>
<b>Total Cost / MG</b>			<b>\$191.20</b>		<b>\$163.27</b>	<b>-14.61%</b>

YTD HL 2021 vs 2020	-4.06%	YTD HL HIGH DAY PUMPAGE	13.889	January 26, 2021
YTD HL 2021 vs 2019	-5.28%	YTD HL LOW DAY PUMPAGE	7.251	January 1, 2021

NOTE: WPS bills fro plant, GAPS, and WAPS are not yet available

YTD HL Ave Day	
2021	11.554
2020	12.042
2019	12.176

**COMPARATIVE SUMMARY OF PLANT OPERATIONS**

January 2020

vs

January 2021

**Pumping Record**

**High Lift**

**Low Lift**

	2020	2021	Diff.		2020	2021	Diff.
Tot. Water in MG	372.676	357.533	-4.06%	Tot. Water in MG	375.358	356.125	-5.12%
Daily Average	12.042	11.554	-4.05%	Daily Average	12.108	11.488	-5.12%
Maximum Day	14.289	13.889	-2.80%	Maximum Day	14.198	13.742	-3.21%
Minimum Day	8.396	7.251	-13.64%	Minimum Day	8.635	7.273	-15.77%
By Natural Gas	3.245	2.956	-8.91%	By Natural Gas	2.664	2.242	-15.84%
Power in KWH	309,720	300,381	-3.02%	Power in KWH	72,322	70,086	-3.09%
Gals. per KWH	1,195	1,183	-1.04%	Gals. per KWH	5,153	5,049	-2.02%
Power \$ / KWH	\$0.07215	\$0.07718	6.97%	Power \$ / KWH	---	---	---
Power \$ / MG	\$59.86	\$64.72	\$4.86	Power \$ / MG	\$13.90	\$15.19	\$1.29
Tot. Power \$/MG	\$115.52	\$114.09	(\$1.43)	Tot. Power \$/MG	---	---	---

**Treatment Chem.**

**Lbs. Used**

**Cost**

Total Lbs.	2020	2021	Diff.	Total Cost	2020	2021	Diff.
Alum	99,324	51,481	-48.17%	Alum	\$14,054.35	\$7,284.56	(\$6,769.79)
Carbon			#DIV/0!	Carbon	\$0.00	\$0.00	\$0.00
Chlorine	7,293	4,249	-41.74%	Chlorine	\$5,965.67	\$2,931.81	(\$3,033.86)
KMnO4	0	0	#DIV/0!	KMnO4	\$0.00	\$0.00	\$0.00
Polymer	100	52	-47.60%	Polymer	\$155.00	\$81.22	(\$73.78)
Liquid Phosphate	2,678	2,609	-2.58%	Liquid Phosphate	\$3,401.06	\$3,449.10	\$48.04
Lb/ MG:				Cost / MG:			
Alum	264.6	144.6	-45.37%	Alum	\$37.44	\$20.46	(\$16.99)
Carbon	0.0	0.0	#DIV/0!	Carbon	#DIV/0!	#DIV/0!	#DIV/0!
Chlorine	19.4	11.9	-38.59%	Chlorine	\$15.89	\$8.23	(\$7.66)
KMnO4	0.0	0.0	#DIV/0!	KMnO4	#DIV/0!	#DIV/0!	#DIV/0!
Liquid Phosphate	7.1	7.3	2.68%	Liquid Phosphate	\$9.06	\$9.69	\$0.62

Fluoride:	2020	2021		Fluoride:	2020	2021	
Total Lbs.	2,076	1,649	-20.57%	Cost	\$1,826.88	\$1,792.46	(\$34.42)
mg/l applied as F	0.70	0.69		Cost/MG	\$4.90	\$5.01	\$0.11
Av. Res. Plt. Tap	0.64	0.70					

**Water Quality:**

**Raw**

**TAP**

	2020	2021		2020	2021	
Turbidity	26.60	10.90		Turbidity	0.019	0.030
pH	8.22	8.25		pH	7.42	7.68
Alkalinity	115.7	112.0		Alkalinity	98.3	102.6
MF (E-Coli)	6.3	3.0		Plate Count	0.00	0.00
Temperature	34.2	34.4		Colilert	0	0
Wash-H2O % /LL	1.72	2.01		Temp.	34.9	36.3
Av. Flt. Run/hrs	153.0	148.5		Cl Res.	0.87	0.89
Av. ROF / MG	1.37	1.34				

**Natural Gas:**

	2020	2021		2020	2021	Diff.
Nat. Gas Heating	5,163	2,787	Plant & South Basin	\$2,132.16	#DIV/0!	#DIV/0!
Nat. Gas Pumping	1,043	541		\$425.16	#DIV/0!	#DIV/0!

	CCF	Cost	Natural Gas Cost	Natural Gas CCF
#3 Gas Pump	133.3	#DIV/0!	\$1,620.41	3,328
#4 Gas Pump	189.0	#DIV/0!		
#7 Gas Pump	102.5	#DIV/0!		
Electric Generator	116.0	#DIV/0!		
<b>Pumping totals</b>	<b>540.8</b>	<b>#DIV/0!</b>		

# January 2021

		2/1/2021	1/1/2021	
<b>Elapsed Time:</b>				
% Run	No. 6 Pump	59,928.8	59,593.4	335.4
45.1%	Wash Pump Meter	5,092.40	5,075.92	16.48
2.22%	No. 7 Pump	697.4	693.3	4.1
0.6%	No. 8 Pump	59,475.3	59,475.3	0.0
0.0%	No. 9 Pump	8,136.0	7,397.0	739.0
99.3%	Wash Pump 2	712	704	8
1.1%	No. 1 Prime Pump	1,027.0	1,026.7	0.3
	No. 2 Prime Pump	1,089.3	1,088.7	0.6

		2/1/2021	1/1/2021	
<b>Wathour Meters:</b>				
Kw/Hr run	Wash Pump 1	1207.1	1193.1	9,800
594.7	No. 9 Pump	4819.63	4773.62	46,006
62.3	No. 8 Pump	6808.0	6808.0	0
#DIV/0!	No. 6 Pump	8660.2	8574.2	24,080
71.8	Wash Pump 2	73,242.8	72,457.6	942
117.8	No. 1 Pump	7691.496	7672.094	19,402
539.2	No. 2 Pump	4540.510	4513.209	27,301
239.5	No. 3 Pump	8577.393	8467.486	109,907
294.7	No. 4 Pump			0
#DIV/0!	No. 5 Pump	7,450.219	7,306.448	143,771
479.4				
	Garage (MWat/Hrs.)	1,022.39	1,019.33	3,060

Power Co. (Step #3)	30,252	29,888	436,800
Left Meter - OUTSIDE			
<b>Volume Used:</b>			
Nat. Gas (Correct)	42,734,840	42,505,897	287,781

		2/1/2021	1/1/2021	
<b>Elapsed Time:</b>				
% Run	Emer. Generator	931.6	925.8	5.8
4.8%	<b>Elapsed Time:</b>			
15.3%	No. 1 Pump	14,265.0	14,229.1	36.0
50.1%	No. 2 Pump	19,396.12	19,282.12	114.00
0.6%	No. 3 Elec. Pump	29,876.6	29,503.6	373.0
0.0%	No. 3 Nat. Gas Pump	477.8	473.5	4.3
0.0%	No. 4 Elec. Pump	0.00	0.00	0.0
0.6%	No. 4 Nat. Gas Pump	1,630.9	1,626.7	4.2
40.3%	No. 5 Pump	15,595.410	15,295.540	299.870
0.1%	UV Building Generator	86.7	85.7	1

		2/1/2021	1/1/2021	
SLUDGE No. 1 Hour Meter	699.7	699.7	0	
SYSTEM No. 2 Mag Meter	9,232,359	9,043,010	189,349	
Recycle Meter (Reset to zero each month)			189,349	

Power Cost	\$0.0771761	Bill >>>>	\$32,136.12
	#DIV/0!	KWH >>>	416,400
Init. Chg.	\$33,710.51		
	\$		
Kohler Pit			
Horizon	\$376.70		2,927
Taylor	\$361.05		2,951
ALT. 72 Park			
Geo. Ave.	\$4,322.00		44,400
Wilgus Ave.	\$386.42		3,100
EE Pit	\$692.42		5,857
EE Tower	\$209.42		1,636
Washington	\$184.36		1,343
Office	\$622.32		5,437
Erie Ave.			
Total	\$40,865.20		504,451

Low L. KWH	70,086
L.L. Cost \$	\$5,408.93
High L. KWH	300,381
H.L. Cost \$	\$23,182.23
Total Cost	\$28,591.16
Plant Costs	\$4,363.03

## SUMMARY

	HIGH LIFT		LOW LIFT	
	2020	2021	2020	2021
Tot. Pump	372.676	358.180	375.358	356.125
Daily Ave.	12.042	11.554	12.108	11.488
Max. Day	14.289	13.889	14.198	13.742
Min. Day	8.396	7.251	8.635	7.273
By Nat. Gas	3.245	2.956	2.654	2.242
Power KWH	309,720	300,361	72,322	70,086
Gals/KWH	1195	1183	5153	5049
Cost/KWH	\$0.07215	\$0.07718	*****	*****
Cost/MG	\$59.86	\$64.72	\$13.90	\$15.19
Tot. Cost/MG	\$115.52	\$114.09	*****	*****

<b>Filter Plant Maintenance Completed For January 2021</b>
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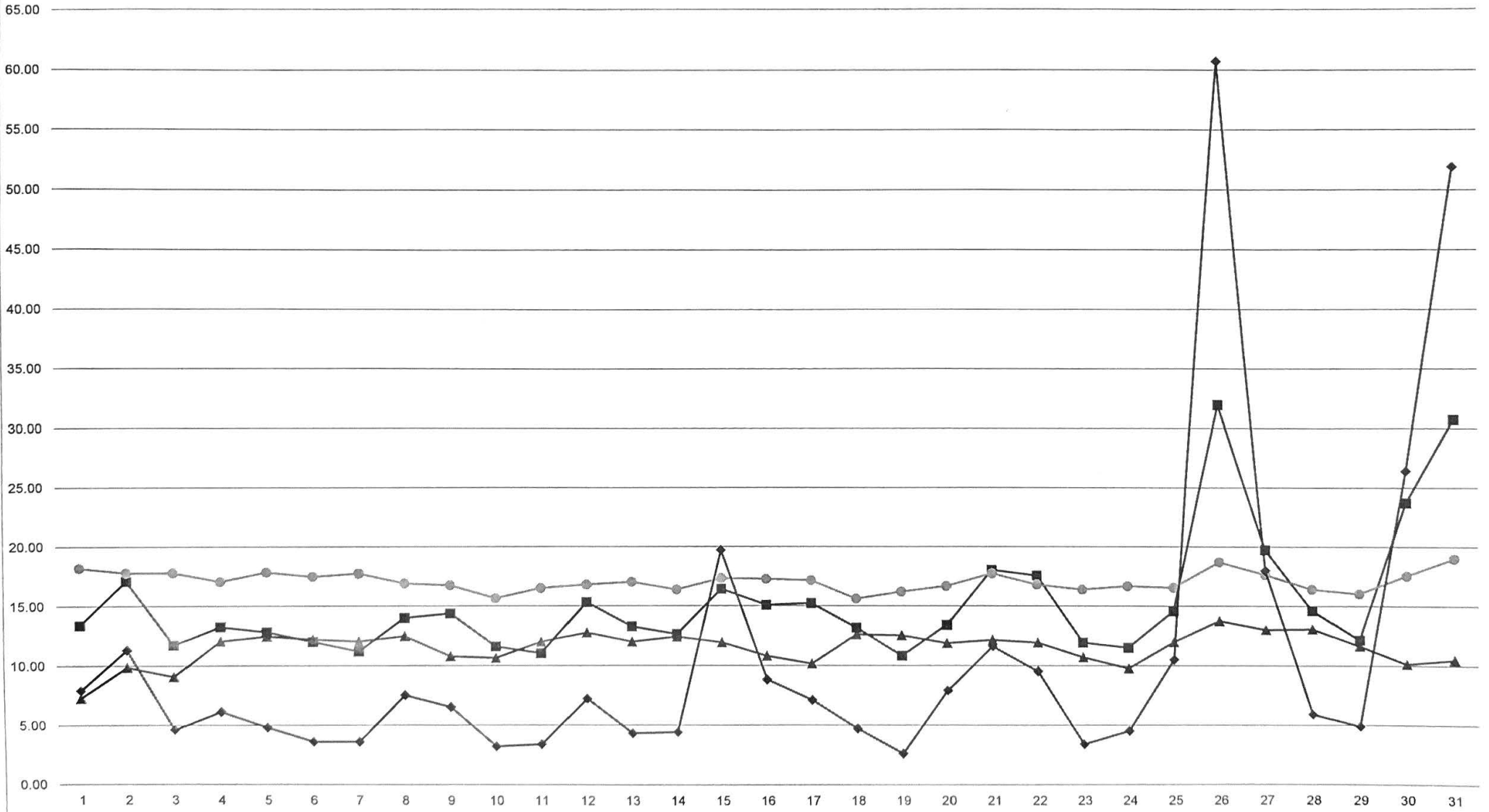
Subject	StartDate	EndDate	Description
Horizon Ave.	4-Jan-21		Recalibrate hypo meter, check grounds, and inspect internal temperature.
East Basin Door	4-Jan-21		Begin fabricating east basin door catch.
Taylor Dr.	4-Jan-21		Check reagents, temperature, and pit.
Monday Meeting	4-Jan-21		Topics include, coverage, actuator cutoff switch install, RPZ service, etc.
Erie Ave.	4-Jan-21		Inspect grounds, checker temperature, and service pump/motor/check valves.
Wilgus Ave.	4-Jan-21		Check temps, pump, and door; RPZ was serviced.
RPZ by meter shop	5-Jan-21		Worked on permanganate RPZ line down by meter shop
Removed trash	5-Jan-21		Removed filter plant trash
Honold	6-Jan-21		Honold for filter plant heater parts
Permanganate RPZ handles	6-Jan-21		Fabricated and installed handles on RPZ in permanganate line located down by meter shop
Removed Ortho room heater	6-Jan-21		Removed inoperable heater in ortho room, looking for replacement
Josh Operating 1st Shift	7-Jan-21	8-Jan-21	Joshua covering for Glen and Mark.
Installed heater bolts	8-Jan-21		Installed heater bolts for new heater bracket in ortho room
Ortho Feed Room Heater	11-Jan-21		Finish installing ortho room heater.
Maintenance Shop and Confined Space	11-Jan-21		Clean maintenance shop and place confined space items in proper locations.
Monday Meeting	11-Jan-21		Topics include coverage, reservoir checks, maintenance items, and UV system.
Switch UV Trains	11-Jan-21		Switch UV disinfection train from West to East.
UV Reference Check	11-Jan-21		Perform West UV reference sensor check.
Pipe Gallery Light	11-Jan-21		Remove old light, fit mounting board, and install new light assembly.
Batteries Plus	12-Jan-21		Purchase radio batteries and filter table battery backups.
Honold	12-Jan-21		Purchase new heat tape for Taylor Hill.
Horizon Ave.	12-Jan-21		Calibrate meter, clean grounds, check heater, etc.
Taylor Hill	12-Jan-21		Check reagents, turn down heater, check grounds, etc.
Georgia Ave.	12-Jan-21		Check heaters, check reagents, clean floor, drop off parts, etc.
Erie Ave.	12-Jan-21		Run generator, clean floor, and check grounds.
Sample Sink	13-Jan-21		Clean and rinse sample sink.
Menards	13-Jan-21		Purchase cleaners, ¼" valves, and misc.
Battery Backups	13-Jan-21		Install new battery backups on filter tables 1, 2, and 3.
Rapid Mix Floor	13-Jan-21		Scrub and rinse rapid mix area floor.
Honold	13-Jan-21		Pipe hangers and updated PO.
Taylor Hill	13-Jan-21		Install new heat tape, check 20 amp circuit, reinsulate flow meter, etc.
Downstairs Sample Trough	13-Jan-21		Begin cleaning up old valves, obsolete piping, etc.
Hypo Bulk Storage	14-Jan-21		Perform hypo bulk oil storage maintenance.
Hypo Feed Pump	14-Jan-21		Replace West hypo feed hose, grease roller, and recheck.
Pipe Gallery	14-Jan-21		Perform pipe gallery maintenance.
Hypo Feed Lines	14-Jan-21		Replace hard plastic lines on hypo feed pumps.
Flipse Order	14-Jan-21		Put order away
Rapid Mix Sample Trough	14-Jan-21		Finish installing new ¼" valves, fittings, etc.
Garbage and cardboard	15-Jan-21		Removed garbage and cardboard from filter plant
cleaned bathrooms	15-Jan-21		Cleaned filter plant bathrooms

	Yellow indicates days operating or running labs
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January 2021

Cleaned UV room floor	15-Jan-21	Scrubbed UV room floor
Josh off	15-Jan-21	Josh off
Monday Meeting	18-Jan-21	Coverage, SMART goals, raw water project, etc.
Engine 3, 4, 7, and 10	18-Jan-21	Check coolant, oil, and adjust as required.
Low Lift 6	18-Jan-21	Trim cooling lines, clean ortho, and check pump.
High Lift Pump 3	18-Jan-21	Install new cooling water valves, clean lines, clean packing nuts, and trim goose necks.
High Lift Pump 2	18-Jan-21	Install new cooling water control valves, goose necks, and clean lines.
High Lift Pump 3	19-Jan-21	Change oil in North side bearing/housing.
High Lift Maintenance	19-Jan-21	Grease bearings, inspect plumbing, check couplings, etc.
Low Lift Maintenance	19-Jan-21	Grease bearings, check temps, inspect plumbing, ect.
High Lift Pump 3	19-Jan-21	Install new bearing packing (5/8")
South Basin Maintenance	20-Jan-21	Grease idlers, check chains, etc.
Alum Feed Area	20-Jan-21	Fill hypo reagents, grease west alum feed pulley, run eyewash station, clean alum feed injection nozzle, etc.
Hypo Bulk Area	20-Jan-21	Run eyewash station, check chemical piping for leaks, check heaters, etc.
Hypo Feed Area	20-Jan-21	Check feed lines, inspect pumps, run eyewash station, etc.
Wash Pump 1	20-Jan-21	Grease fittings, snug East packing nuts, etc.
Alum Bulk Storage Area	20-Jan-21	Check fittings, run eyewash station, inspect transfer pumps, etc.
Fluoride Feed Room	20-Jan-21	Check eyewash station, feed lines, transfer pump, heater, etc.
Rapid Mix Light	20-Jan-21	Install new rapid mix L.E.D. light.
Raw Water Improvement Meeting	21-Jan-21	Topics include building layout, ice mitigation, etc.
Diagnose and Repair SCADA Issue	21-Jan-21	Diagnose bad chemical PLC card with Bill, replace, and reset system.
Quality Control Check	21-Jan-21	Double check chemical pump function, manually dose basins and filters, inspect breakers, etc.
Bathrooms	22-Jan-21	Clean upper and lower bathrooms, filter hall, and ortho-room.
Break Room and Lab	22-Jan-21	Clean floor, counters, and rugs.
Filter Hall	22-Jan-21	Clean filter hall floors, screens, and filter tables.
Lower Sample Trough Light	25-Jan-21	Install new LED light over lower level sample trough; all three old rapid mix lights are now LEDs.
Monday Meeting	25-Jan-21	Topics include remote stations, painting Erie pumps, coverage, PLC replacement, etc.
High Lift Lights	25-Jan-21	Repair high lift lights by switch gears.
Menards	25-Jan-21	Filter plant and Erie pump station maintenance parts
Maintenance shop organization	25-Jan-21	Tools cleaned, organized and put away
Filter plant trash	25-Jan-21	Removed filter plant trash and recyclables
Rust proofing valves	25-Jan-21	Rust proofing valves in lab closet
Low and High Lift	26-Jan-21	Sweep floors and bench.
High Lift Bench Lights	26-Jan-21	Install two new LED lights over high lift bench.
Erie ave pumps	27-Jan-21	Removed rust and grinded pumps at Erie ave pump station in preparation for painting
Erie snow removal	27-Jan-21	Snow blowed and plowed Erie ave pump station
Filter hall turbidity manifold	27-Jan-21	Started installing filter turbidity manifolds
Building turbidity manifolds	27-Jan-21	Sweating pipe for filter table turbidity manifolds
filter plant snow removal	27-Jan-21	Removed snow around filter plant
High Lift 3	28-Jan-21	Check coupling and begin designing new shroud.
Taylor hill reservoir	28-Jan-21	Checked flow meter and filled reagents
Erie	28-Jan-21	Paint pump 3 and continue cleaning pumps 1-2.
Reset Passwords	28-Jan-21	Update/reset relevant passwords and verifications.
Joshua Half Day	29-Jan-21	Half day of vacation
Erie Ave.	29-Jan-21	Continue painting pump 3.
Erie Ave.	29-Jan-21	Scale and grind pump 1 and 2.

# January 2021: Sheboygan Water Utility Plant Operations Summary



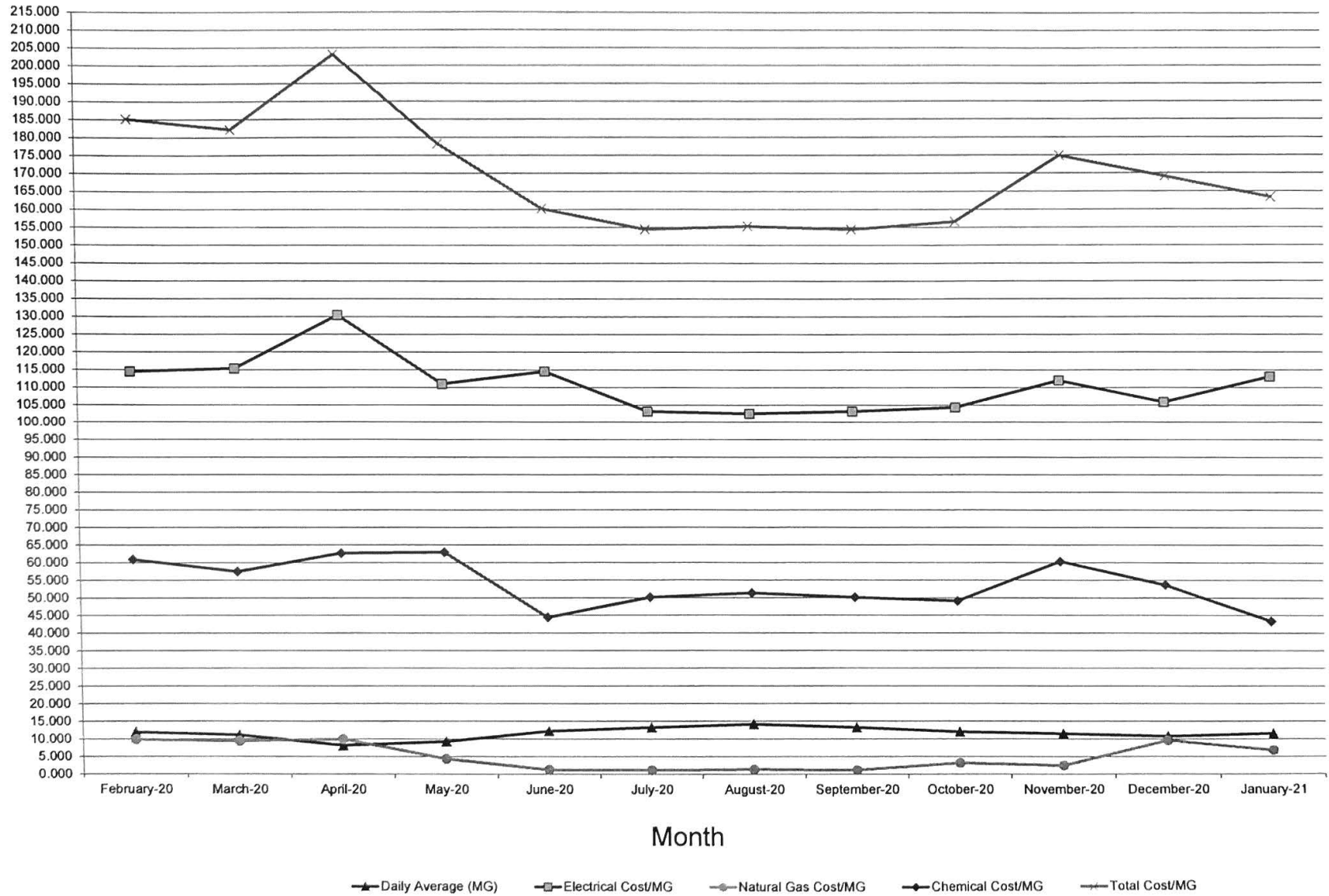
Days

Scaling

Alum(X.10)

▲ Flow (MGD)   ■ Alum (lbs/MG)   ● CL2 (lbs/MG)   ◆ Raw Turbidity (NTU's)

### Plant Operations: Expense Report



A state moratorium on utility disconnections for nonpayment has been in place since March 2020. The Utility has plans to resume disconnection of water for nonpayment when the moratorium ends April 15, 2021.

## Key Points of Resuming Disconnection Program

- Phased in approach. Implementation of the Disconnection Program one district at a time.
- Threshold for disconnection changed from \$150.00 to \$300.00.
- Deferred Payment Agreements (DPAs) will require a 25% down payment. Changed from 50% down payment.
- As we resume the program all customers will be eligible for a DPA, regardless of previous default.
- Customers are sent automated phone calls and letters reminding them of past due balances, payment options, and disconnection.
- A customer using 15 ccf of water per quarter has a water, sewer, garbage, and recycling bill of \$152.20.

**Background:** The Utility utilizes disconnection of water service to aid in the collection of past due balances. The program helps collect revenues in a timely manner and reduces the balances sent to tax roll for collection each year. The threshold for disconnection has been \$150.00 since October of 2018. As required by the PSC, the Utility offers customers Deferred Payment Agreements (DPAs). Under the current program, and as guided by the PSC, a DPA requires a down payment of 50% of the outstanding balance and at least two installment payments. DPAs are managed through a software program called Collections Manager that interfaces with Caselle Connect. A customer must keep their current bill(s) paid by the due date when in an active DPA. Failure to pay a current bill by the due date constitutes a default. Not paying the down payment or one of the installment payments also constitutes a default. Customers who default on a DPA are then subject to disconnection. Customers who default on a DPA are not offered another DPA until past due charges are paid in full.

Prior to the moratorium and throughout the pandemic, the Utility has continued to send past due notices to customers and landlords. Prior to the moratorium, the Utility was also sending automated phone calls twice before disconnection of water service. When a phone number is not on record, a notice (door hanger) is placed at the property.

## Resuming the Disconnection Program

A customer using 15 ccf of water per quarter has a water, sewer, garbage, and recycling bill of \$152.20. The threshold for disconnection will be changed to \$300.00. The down payment amount for DPAs will be changed to 25% of the past

due balance. All customers, even if they have previously defaulted on a DPA, will be offered a DPA to avoid disconnection when resuming the program. To make the disconnection program manageable for staff, we will continue to manage the program by district. Each month we bill a district, collect current charges from a district, and disconnect the past due district.

With the April 15, 2021 date, District 3 will be subject to disconnect first. We will mail the required Notices of Disconnection on April 16, 2021 (or before) with a disconnection Date of April 27, 2021. This disconnection date puts us after the District 1 due date of April 20, 2021. The April 27 disconnection date will allow staff more time to work on the disconnection program. Customers will also receive three phone calls: one three to five days after the bill due date, one a two-three days before the date of disconnection, and one the day before or day of disconnection. When a phone number is not on record, a door hanger is issued before disconnection.

Districts will be subject to disconnection per below:

District	Bill Due Date	Subject to Disconnection
3	March 20	April
1	April 20	May
2	May 20	June

Utility Support Specialists actively work with customers who receive financial assistance from St. Vincent De Paul and Salvation Army to pay their water bill. When subject to disconnection, the customer provides the organization with a copy of their disconnection notice and if they qualify, the charity contacts the Utility directly to discuss payment.

As of February 4, 2021, there were 184 customer accounts past due, over the \$300.00 threshold, and not in active DPAs. The number of accounts subject to disconnection will likely increase over the next few months due to new bills being issued and the potential of those bills becoming past due.

R. O. No. 12 - 31 - 20. By BOARD OF WATER COMMISSIONERS. February 15, 2021.

We, hereby, submit the Board of Water Commissioners' Report on the Water Utility for the fourth quarter of 2020.

The water pumpage increased 0.67% from the same period in 2019. 1,048,003,000 gallons were pumped in the fourth quarter 2020, compared to 1,040,997,000 in 2019.

The 2020 audited balance sheet and income statement will be submitted separately in April 2021 upon completion of the final audit.

Construction-Maintenance:

Construction-maintenance work by the Water Utility during the fourth quarter of 2020:

Number of feet of 4 inch water main installed .....	0.0
Number of feet of 6 inch hydrant lead installed .....	0.0
Number of feet of 6 inch water main installed .....	0.0
Number of feet of 8 inch water main installed .....	0.0
Number of feet of 10 inch water main installed .....	0.0
Number of feet of 12 inch water main installed .....	0.0
Number of feet of 16 inch water main installed .....	0.0
Number of feet of 20 inch water main installed .....	0.0
Number of feet of 24 inch water main installed .....	0.0
Number of feet of water main abandoned or removed.....	0.0
Number of water main breaks repaired .....	8
Number of fire hydrants installed, replaced, relocated, removed, flushed, or major repairs made....	6
Number of water main valves installed, repaired, removed, or replaced .....	4
Number of water service connections installed .....	6

Details are shown on the attached spreadsheets.

Other Utility Business:

The Utility continued to maintain strict protocols to reduce the risk of covid impacting its workforce.

Kontoupes Contractors completed stripping and painting the interior and exterior of the Georgia Avenue 2.0 MG water standpipe including installation of a new mixing system.

By new tariff, WI PSC allowed the Utility to incur credit card and online payment processing fees as a general expense rather than requiring those

to go against individual customers using those services.

In accord with federal requirements under America's Water Infrastructure Act (AWIA), the Utility completed its Risk and Resiliency Assessment, which was certified to US EPA.

The Utility completed submission of an application for a FEMA BRIC grant on its shoreline protection system construction project estimated at \$1.6M.

The Raw Water Improvements (RWI) project moved into detailed design phase at the end of the quarter, with a target for design completion in June 2021.

BOARD OF WATER COMMISSIONERS

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Gerald R. Van De Kreeke, President

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Mark J. Smith, Secretary

---

Thomas E. Howe, Member

Attachments - Distribution System Quarterly Report  
High Lift Delivery Operations Quarterly Report

<b>HIGH LIFT DELIVERY      QUARTERLY REPORT      2020</b>				
<b>I. FIRST QUARTER</b>		Jan - Feb - Mar		
		GALLONS	COST \$	\$/MG
	2019	1,111,503,000	\$217,156.22	\$195.37
	2020	1,061,714,000	\$197,921.94	\$186.42
	Percent Difference	-4.48%	-8.86%	-4.58%
<b>II. SECOND QUARTER</b>		Apr - May - Jun		
		GALLONS	COST \$	\$/MG
	2019	1,132,902,000	\$192,754.83	\$170.14
	2020	893,284,000	\$159,034.60	\$178.03
	Percent Difference	-21.15%	-17.49%	4.64%
<b>III. THIRD QUARTER</b>		Jul - Aug - Sep		
		GALLONS	COST \$	\$/MG
	2019	1,240,316,000	\$202,724.19	\$163.45
	2020	1,243,023,000	\$192,566.59	\$154.92
	Percent Difference	0.22%	-5.01%	-5.22%
<b>IV. FOURTH QUARTER</b>		Oct - Nov - Dec		
		GALLONS	COST \$	\$/MG
	2019	1,040,997,000	\$204,391.07	\$196.34
	2020	1,048,003,000	\$174,953.96	\$166.94
	Percent Difference	0.67%	-14.40%	-14.97%
<b>YEAR TO DATE : 2020</b>				
		GALLONS	COST \$	\$/MG
<b>ELECTRICITY CHEMICALS NATURAL GAS</b>	2019	4,525,718,000	\$817,026.31	\$180.53
	2020	4,246,024,000	\$724,477.09	\$170.62
	Percent Difference	-6.18%	-11.33%	-5.49%
<b>YEAR TO DATE : 2020</b>				
<b>SLUDGE DISPOSAL to WWTP</b>		GALLONS	COST \$	
	2019	5,430,249	\$38,471.09	
	2020	4,763,025	\$23,868.78	
	Percent Difference	-12.29%	-37.96%	
<b>STORM WATER CHARGES</b>	2020	NA	\$0.00	
<b>HIGH LIFT SYSTEM DELIVERY :</b>				
	Maximum Pumpage Day	16,469,000	August 27, 2020	
	Minimum Pumpage Day	8,396,000	January 1, 2020	

	MG	\$	\$/MG
2019	4,525,718,000	\$817,026.31	\$180.53
2020	4,246,024,000	\$724,477.09	\$170.62

**NOTE:** Monthly sludge disposal costs do not reflect the current actual monthly sludge discharge total to date.  
Filtrate discharges from Spring/Fall sludge disposal operations are included in treatment plant sludge disposal costs.  
Spring/Fall basin sludge/residual solids volumes and disposal costs are contract work.  
Sludge disposal costs are not included in \$/MG.

## Distribution System -- October, November, December 2020

### Street Valves and Hydrant Valves Installed (including water main projects and others)

Location	Installed	Size	By	Type
S. 17th St and Broadway Ave	11/12/2020	6" MJ	ute.	G (vert)
S. Business Dr. 330' S. of Wilson Ave.	12/16/2020	6" MJ	ute.	G (vert)
Total Valves Installed = 2				

### Street Valves and Hydrant Valves Removed

Location	Installed	Removed	Type
S. 17th St. at Broadway Ave. (N)		11/12/2020	
S. Business Dr. 330' S. of Wilson Ave.	10/23/1985	12/16/2020	G (r/w)-Hyd-#1232
Total Valves Removed = 2			

### Street Valves and Hydrant Valves Abandoned

Location	Installed	Abandoned
Total Valves Abandoned = 0		

### Street Valves and Hydrant Valves Maintained

Location	Maintained	Size
Total Valves Maintained = 0		

### Hydrants Installed (including water main projects and others)

Location	Installed	Tr Size	Valve	By
S. 21st St and Broadway Ave (SW)	11/27/2020	6'6"	n	ute.
Cooper Ave and N. 22nd St (NE)	12/2/2020	6'6"	n	ute.
S. Business Dr. 330' S. of Wilson Ave. (E)	12/16/2020	6'6"	y	ute.
Total Hydrants Installed = 3				

### Hydrants Removed (including water main projects and others)

Location	Installed	Removed	Hyd Valve?
S. 21st St. at Broadway Ave. (SW)		11/27/2020	n
Cooper Ave. at N. 22nd St. (NE)		12/2/2020	n
S. Business Dr. 330' S. of Wilson Ave. (E)	10/15/1963	12/16/2020	y
Total Hydrants Removed = 3			

### Hydrants Abandoned (including water main projects and others)

Location	Installed	Abandoned
Total Hydrants Abandoned = 0		

### Hydrants Maintained/Moved (including water main projects and others)

Location	Installed	Maintained
Total Hydrants Maintained/Moved = 0		

### Water Main Breaks

Location	Date	Main Size (")
1421 N. 17th St	10/1/2020	4"
2618 N. 24th St	11/12/2020	6"
2411 N. 22nd St	11/13/2020	6"
2105 S. Memorial Place	11/20/2020	6"
244 Center Ave	12/8/2020	6"
N. 11th and Ontario	12/10/2020	6"
607 S. 27th St	12/12/2020	6"
S/ 20th St between Mead and Custer	12/15/2020	6"
Total Water Main Breaks = 8		

### SUMMARY

Number of feet of 4 inch water main installed	0
Number of feet of 6 inch hydrant lead installed	0
Number of feet of 6 inch water main installed	0
Number of feet of 8 inch water main installed	0
Number of feet of 10 inch water main installed	0
Number of feet of 12 inch water main installed	0
Number of feet of 16 inch water main installed	0
Number of feet of 24 inch water main installed	0
Number of feet of water main abandoned or removed	0
Number of water main breaks repaired	8
Number of hydrants installed	3
Number of hydrants removed or abandoned	3
Number of hydrants maintained or moved	0
Number of street valves installed	1
Number of hydrant valves installed	1
Number of street valves removed or abandoned	1
Number of hydrant valves removed or abandoned	1
Number of valves maintained	0
Number of water connections installed	6

## CONSULTING SERVICES AGREEMENT

This Consulting Services Agreement (“Agreement”) effective this January 29, 2021, is by and between Sheboygan Water Utility, a Wisconsin publicly owned utility, (“Client”), and AECOM Technical Services, Inc., a California corporation, (“AECOM”); each also referred to individually as (“Party”) and collectively as (“Parties”).

In consideration of the mutual covenants and promises contained herein, the Parties agree as follows:

### 1. SCOPE OF SERVICES

1.1 AECOM shall perform the services set forth in **EXHIBIT A** (“Services”), incorporated herein by reference.

1.2 AECOM will provide the work products (“Deliverables”) in accordance with the schedule (“Project Schedule”), if applicable, as set forth in **EXHIBIT A**.

**2. TERM OF AGREEMENT** Upon execution by the Parties, this Agreement shall have the effective date set forth above. This Agreement shall remain in force until all obligations related to the Services, other than those obligations which survive termination of this Agreement under Article 22, have been fulfilled, unless this Agreement is sooner terminated as set forth herein.

**3. COMPENSATION AND PAYMENT** AECOM shall be paid for the performance of the Services in accordance with **EXHIBIT B** (“Compensation and Payment”), incorporated herein by reference.

**4. NOTICE** All notices, requests, claims, demands and other official communications herein shall be in writing. Such notices shall be given (i) by delivery in person, (ii) by a nationally recognized commercial courier service; or (iii) by United States Postal Service, registered mail, postage prepaid and return receipt requested. Notices shall be effective upon actual delivery to the other Party at the following addresses:

**TO CLIENT:**

72 Park Avenue  
Sheboygan WI 53081  
Attn: Joe Trueblood, Sheboygan Utility Superintendent

**TO AECOM:**

2985 S. Ridge Road b  
Green Bay WI 54304  
Attn: Tom Holtan, Project Manager

Claims-related notices shall be copied to:  
AMER-DCSProjectClaimNotices@aecom.com

or to which address the receiving Party may from time to time give notice to the other Party. Rejection or other refusal to accept, or the inability to deliver because of changed address for which no notice was given, shall be deemed to be receipt of the notice as of the date of such rejection, refusal to accept, or inability to deliver. Claims-related notices need to include the AECOM project name and number found in this Agreement as well as contact information of the person submitting the notice.

### 5. AECOM’S RESPONSIBILITIES

5.1 AECOM shall perform the Services in accordance with the degree of professional skill, quality and care ordinarily exercised by members of the same profession currently practicing in the same locality under comparable circumstances and as expeditiously as is consistent with professional skill and the orderly progress of the Project. The full extent of AECOM's responsibility with respect to the Services shall be to perform in accordance with the above standards and to remedy any material deficiencies or defects in the Deliverables at AECOM's own expense, provided that AECOM is notified by Client, in writing, of any such deficiency or defect within a reasonable period after discovery thereof, but in no event later than 90 days after AECOM's completion or termination of the Services. AECOM MAKES NO OTHER REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY, INFORMATIONAL CONTENT OR OTHERWISE.

5.2 AECOM will endeavor in good faith, as needed, to obtain from the appropriate authorities their interpretation of applicable codes and standards and will apply its professional judgment in interpreting the codes and standards as they apply to the Project at the time of performance of the Services. Notwithstanding the above, the Parties agree that, as the Project progresses, such codes or standards may change or the applicability of such codes or standards may vary from AECOM's original interpretation through no fault of AECOM and that additional costs necessary to conform to such changes or interpretations during or after execution of the Services will be subject to an equitable adjustment in the Compensation and Project Schedule.

5.3 AECOM shall be responsible for its performance and that of AECOM's lower-tier subcontractors and vendors. However, AECOM shall not be responsible for health or safety programs or precautions related to Client's activities or operations or those of Client's other contractors and consultants or their respective subcontractors and vendors ("Contractors"). AECOM shall have no responsibility for (i) construction means, methods, techniques, sequences or procedures; (ii) the direction of Contractors' personnel; (iii) selection of construction equipment; (iv) coordination of Contractors' work; (v) placing into operation any plant or equipment; or (vi) Contractors' failure to perform the work in accordance with any applicable construction contract. AECOM shall not be responsible for inspecting, observing, reporting or correcting health or safety conditions or deficiencies of Client, Contractors or others at the project site ("Project Site") other than AECOM's employees, subconsultants and vendors. So as not to discourage AECOM from voluntarily addressing health or safety issues while at the Project Site, in the event AECOM does identify such issues by making observations, reports, suggestions or otherwise, AECOM shall have no authority to direct the actions of others not under AECOM's responsibility and control and shall have no liability, responsibility, or affirmative duty arising on account of AECOM's actions or forbearance.

5.4 Notwithstanding anything contained in this Agreement, AECOM shall have no responsibility for the discovery, presence, handling, removal, transportation, storage or disposal of, or exposure of persons to hazardous materials in any form related to the Project. AECOM shall not be responsible for Client's pre-existing site conditions or the aggravation of those preexisting site conditions to the extent not caused by the negligence or willful misconduct of AECOM

## **6. CLIENT'S RESPONSIBILITIES**

6.1 Client shall provide in writing any specific Client requirements or criteria for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations.

6.2 Client shall furnish to AECOM all information and technical data in Client's possession or control reasonably required for the proper performance of the Services. AECOM shall be entitled to rely without independent verification upon the accuracy and completeness of information and data provided by Client or obtained from generally accepted sources within the industry, except to the extent such verification by AECOM is expressly required as a defined part of the Services. AECOM shall not be responsible for defects in its Services attributable to its reliance upon or use of information provided by Client.

6.3 Client shall arrange for access and make all provisions necessary for AECOM to enter upon public and/or private property as required for AECOM to properly perform the Services. Client shall disclose to

AECOM any known or suspected hazards at the Project Site which may pose a threat to human health, property or the environment.

6.4 If any document or inquiry requires Client to approve, comment, or to provide any decision or direction with regard to the Services, such approval, comment, decision or direction shall be provided within a reasonable time within the context of the Project Schedule, or if not identified in the Project Schedule, within a reasonable time to facilitate the timely performance of the Services.

**7. INDEPENDENT CONTRACTOR** Nothing contained in this Agreement shall be construed to create a partnership, joint venture, or create a relationship of employer/employee or principal/agent between Client or Client's Contractors and AECOM.

## **8. CONFIDENTIALITY**

8.1 AECOM shall treat as confidential information and data delivered to it by Client or developed in the performance of the Services that are specified in writing by Client to be confidential ("Confidential Information"). Confidential Information shall not be disclosed to third parties by AECOM without the consent of Client, except to the extent reasonably believed necessary by AECOM for its proper performance of the Services, for a period of 5 years following completion or termination of this Agreement.

8.2 Notwithstanding the above, these restrictions shall not apply to Confidential Information which (i) is already known to AECOM at the time of its disclosure; (ii) becomes publicly known through no wrongful act or omission of AECOM; (iii) is communicated to a third party with the express written consent of Client and not subject to restrictions on further use or disclosure; (iv) is independently developed by AECOM; or, (v) to the extent such Confidential Information is required by Law to be disclosed; provided that the information required for disclosure shall remain Confidential Information as to all other persons or entities pursuant to the terms of this Agreement, and provided further that AECOM shall promptly provide Client with written notice of such requirement.

8.3 Upon termination of this Agreement or upon Client's written request, AECOM shall return the Confidential Information to Client or destroy the Confidential Information in AECOM's possession or control. Notwithstanding the above, AECOM shall not be required to destroy Confidential Information held electronically in archive or back-up systems in accordance with general systems archiving or backup policies or required for preservation by law, regulation, audit, data retention or corporate archival purposes or per regulatory, judicial or governmental order. All such retained Confidential Information shall be kept confidential by AECOM subject to and in accordance with the terms of this Agreement.

## **9. DATA RIGHTS**

9.1 All right, title and interest in and to any Deliverables, and excluding any AECOM Intellectual Property, shall be assigned by AECOM to Client upon full payment for the Deliverables. Client acknowledges and agrees that AECOM is the author of, and retains all rights, title and interest in all other intellectual property, including work papers, templates, details, designs, drawings, plans, renderings, analyses, calculations, models, software, macros, applications, specifications, processes, procedures, interim or draft documents, methodologies, know-how, and any other instruments of service: (a) belonging to AECOM or its consultants prior to the effective date of this Agreement; (b) developed by AECOM or its consultants outside the scope of, or not exclusively pursuant to, this Agreement; (c) licensed by AECOM or its consultants from a third-party; and (d) included within the Deliverables but which are generic, generally applicable to or standard in AECOM's business (collectively, "AECOM Intellectual Property"). To the extent the Deliverables contain, or Client's receipt of the Services require the use of AECOM Intellectual Property, to the extent of AECOM's ownership and control thereof, AECOM hereby grants to Client, upon full payment for the Deliverables and Services, a limited, non-exclusive, non-assignable, royalty-free license to use and sublicense said AECOM Intellectual Property solely and to the extent necessary to achieve the purposes stated in **EXHIBIT A**.

9.2 Nothing in this Agreement shall be construed to prohibit AECOM or its consultants from using for other purposes, clients or projects the skills, knowledge and experience gained by AECOM or its consultants in the

performance of the Services and provision of the Deliverables pursuant to this Agreement, provided that AECOM and its consultants do not use Client's Confidential Information.

9.3 AECOM, in developing solutions, testing hypotheses, or documenting designs, may employ advanced technologies for simulation, information modeling, generative design, and the development of project documentation ("Technical Tools"). While these Technical Tools may result in digital files and/or simulations or models ("Datasets"), when not specifically defined within this Agreement, these Datasets will not constitute a Deliverable or portion thereof. Rather, the Technical Tools and Datasets will be a byproduct of AECOM's internal processes and will be AECOM's sole proprietary information. Notwithstanding anything to the contrary in this Agreement, any ownership and data rights provisions will not apply to such Technical Tools and Datasets and AECOM will remain the sole owner of such Technical Tools and Datasets.

9.4 Client understands and accepts that the Services and Deliverables provided by AECOM pursuant to this Agreement are intended by AECOM for the sole use by Client for the specific purpose stated in **EXHIBIT A**. Client agrees, to the fullest extent permitted by law, to indemnify, defend and hold harmless AECOM and its consultants and their directors, officers, employees, agents, representatives, affiliated and parent companies, ("AECOM Indemnities") against any and all claims, suits, causes of action, damages, losses, costs, expenses and liabilities (including the aggregate amount paid in reasonable settlement of any actions, suits, proceedings or claims), including reasonable attorneys' fees and costs of defense, to which AECOM or any of the AECOM Indemnities may become subject as a consequence of any use or modification of, reliance upon, or transmission to a third party of, said Services, Deliverables, AECOM Intellectual Property, by Client outside the scope of this Agreement without the express, written permission by AECOM.

**10. COMPLIANCE** The Parties shall comply with applicable treaties, compacts, statutes, ordinances, codes, regulations, consent decrees, orders, judgments, rules, and other requirements of governmental or judicial entities that have jurisdiction over the Services ("Law").

**11. FORCE MAJEURE** Neither Party shall be responsible for a delay in its respective performance under this Agreement, other than a delay in payment for Services already performed, if such delay is caused by extraordinary weather conditions or other natural catastrophes, war, terrorist attacks, sabotage, computer viruses, riots, strikes, lockouts or other industrial disturbances, acts of governmental agencies or authorities, discovery of Hazardous Materials or differing and unforeseeable site conditions, or other events beyond the reasonable control of the claiming Party. AECOM shall be entitled to an equitable adjustment to the Project Schedule and compensation in the foregoing circumstances.

## **12. INSURANCE**

12.1 AECOM will maintain the following insurance coverages and amounts:

- 12.1.1 Workers Compensation insurance as required by Law;
- 12.1.2 Employer's Liability insurance with coverage of \$1,000,000 each accident/employee;
- 12.1.3 Commercial General Liability insurance with coverage of \$2,000,000 per occurrence/aggregate;
- 12.1.4 Automobile Liability insurance with coverage of \$1,000,000 combined single limit; and
- 12.1.5 Professional Liability insurance with coverage of \$2,000,000 per claim/aggregate.

## **13. INDEMNITY**

13.1 AECOM agrees to indemnify Client, its officers, directors and employees, from third party claims of loss or damage, exclusive of defense obligations, for bodily injury or property damage ("Claims"), to the proportional extent caused by AECOM's negligence or willful misconduct.

13.2 If the Services include AECOM's performance during the construction phase of the Project, Client shall require Client's Contractors working on the Project Site to include AECOM, its directors, officers and employees in any indemnity and in any insurance benefits that the Client requires such Contractors to provide to the Client.

**14. CONSEQUENTIAL DAMAGES WAIVER** NOTWITHSTANDING ANY OTHER PROVISION TO THE CONTRARY IN THIS AGREEMENT AND TO THE FULLEST EXTENT PERMITTED BY LAW, IN NO EVENT SHALL EITHER PARTY, ITS PARENTS, AFFILIATES AND SUBSIDIARIES OR THEIR RESPECTIVE DIRECTORS OFFICERS OR EMPLOYEES BE LIABLE TO THE OTHER FOR ANY INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL OR PUNITIVE DAMAGES WHATSOEVER (INCLUDING, WITHOUT LIMITATION, LOST PROFITS, LOSS OF REVENUE, LOSS OF USE OR INTERRUPTION OF BUSINESS) ARISING OUT OF OR RELATED TO THIS AGREEMENT, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND AECOM HEREBY RELEASES CLIENT AND CLIENT HEREBY RELEASES AECOM FROM ANY SUCH LIABILITY.

**15. RISK ALLOCATION AND RESTRICTION OF REMEDIES** THE PARTIES HAVE EVALUATED THE RESPECTIVE RISKS AND REMEDIES UNDER THIS AGREEMENT AND AGREE TO ALLOCATE THE RISKS AND RESTRICT THE REMEDIES TO REFLECT THAT EVALUATION. NOTWITHSTANDING ANY OTHER PROVISION TO THE CONTRARY IN THIS AGREEMENT AND TO THE FULLEST EXTENT PERMITTED BY LAW, CLIENT AGREES TO RESTRICT ITS REMEDIES UNDER THIS AGREEMENT AGAINST AECOM, ITS PARENTS, AFFILIATES AND SUBSIDIARIES, AND THEIR RESPECTIVE DIRECTORS, OFFICERS, SHAREHOLDERS AND EMPLOYEES, ("AECOM COVERED PARTIES"), SO THAT THE TOTAL AGGREGATE LIABILITY OF THE AECOM COVERED PARTIES SHALL NOT EXCEED \$250,000 OR THE ACTUAL PAID COMPENSATION FOR THE SERVICES, WHICHEVER IS GREATER. THIS RESTRICTION OF REMEDIES SHALL APPLY TO ALL SUITS, CLAIMS, ACTIONS, LOSSES, COSTS (INCLUDING ATTORNEY FEES) AND DAMAGES OF ANY NATURE ARISING FROM OR RELATED TO THIS AGREEMENT WITHOUT REGARD TO THE LEGAL THEORY UNDER WHICH SUCH LIABILITY IS IMPOSED. CLAIMS MUST BE BROUGHT WITHIN ONE CALENDAR YEAR FROM PERFORMANCE OF THE SERVICES UNLESS A LONGER PERIOD IS REQUIRED BY LAW.

## **16. DISPUTES RESOLUTION**

16.1 Either Party may initiate a dispute resolution by providing written notice to the other Party setting forth the subject of the claim, dispute or controversy and the requested relief. The recipient of such notice shall respond within 5 business days with a written statement of its position and a recommended solution to the claim.

16.2 If the Parties cannot resolve the dispute through negotiation, either Party may refer the claim, dispute or controversy to a panel ("Panel") consisting of a designated senior representative from each Party ("Representative"), who shall have the authority to resolve it. The Representatives shall not have been directly involved in the Services and shall negotiate in good faith. No written or verbal representation made by either Party in the course of any Panel proceeding or other settlement negotiations shall be deemed to be a Party's admission. If the representatives are unable to resolve the dispute within 15 business days, either Party may pursue its respective legal and equitable remedies.

16.3 A Party's failure to abide by the foregoing dispute resolution procedures prior to that Party's filing of a lawsuit shall result in the dismissal of said lawsuit until the provisions of Articles 16.1 and 16.2 have been met.

**17. GOVERNING LAW** All contract issues and matters of law will be adjudicated in accordance with the laws of the state where the Project is located, excluding any provisions or principles thereof which would require the application of the laws of a different jurisdiction.

## **18. TERMINATION**

18.1 This Agreement may be terminated for convenience by either Party upon 30 days advance written notice. On termination, AECOM will be paid for all Services performed up through the termination date.

18.2 This Agreement may be terminated for cause by either Party if the other Party materially fails to perform its obligations under this Agreement, does not commence correction of such non-performance within 10 business days of receipt of written notice and/or fails to diligently complete such correction thereafter. The respective rights and obligations of the Parties predating such termination shall survive termination of this Agreement.

## **19. ASSIGNMENT**

19.1 Neither Party may assign this Agreement without the written consent of the other Party, which unconcented-to assignment shall be void ab initio.

19.2 Notwithstanding Section 19.1 above, the Parties recognize that AECOM has affiliated companies who have specialized expertise, necessary certifications/registrations or other capabilities that may make use of such affiliates more suitable for the performance of all or part of the Services. AECOM shall be entitled without additional consent to assign this Agreement or performance of the Services, in whole or in part, to any of AECOM's subsidiaries or affiliates upon written notice to Client.

**20. PARTIES IN INTEREST** Nothing in this Agreement, expressed or implied, is intended to confer on any person or entity other than the Parties any right or remedy under or by reason of this Agreement. The provisions of this Agreement shall bind and inure solely to the benefit of the Parties and their respective successors and permitted assigns.

**21. WAIVER** Either Party may in writing waive any provisions of this Agreement to the extent such provision is for the benefit of the waiving Party. No waiver by any Party of a breach of any provision of this Agreement shall be construed to be a waiver of any subsequent or different breach.

**22. SEVERABILITY AND SURVIVAL** Articles 4 (Notice), 5 (AECOM's Responsibilities), 6.2 (Reliance on Data), 8 (Confidentiality), 9 (Data Rights), 12 (Insurance), 13 (Indemnity), 14 (Consequential Damages Waiver), 15 (Risk Allocation), 16 (Disputes Resolution), 17 (Governing Law), 19 (Assignment), 20 (Parties in Interest) and 22 (Survival) shall survive termination of this Agreement. To the extent any provision of this Agreement violates any law, or is otherwise invalid or unenforceable, said provision shall be revised to the limited extent necessary to make that provision legal and enforceable and, to the fullest extent permitted by law, consistent with Parties' original intent.

**23. PREPARATION OF AGREEMENT** Each Party has had the opportunity to avail itself of legal advice and counsel. Neither Party shall be deemed to be the drafter or author of this Agreement. In the event this Agreement is subject to interpretation or construction by a court of law or panel of arbitration, such court or panel shall not construe this Agreement, or any portion hereof, against either Party as the drafter of this Agreement.

**24. SIGNATURES** Each person executing this Agreement warrants that he/she has the necessary authority to do so on behalf of the respective Party. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute a single agreement.

## **25. ORDER OF PRECEDENCE**

Executed Change Orders  
Consulting Services Agreement Article 26  
Consulting Services Agreement Articles 1 through 25 and 27  
EXHIBIT B Compensation and Payment  
EXHIBIT A Services  
Other contract documents

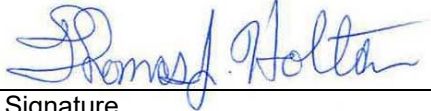
## **26. SPECIAL TERMS AND CONDITIONS**

None
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**27. ENTIRE AGREEMENT** This Agreement contains all of the promises, representations and understandings of the Parties and supersedes any previous understandings, commitments, proposals or agreements, whether oral or written. This Agreement shall not be altered, changed, or amended except as set forth in a written amendment to this Agreement, duly executed by both Parties. The attached **EXHIBIT C** ("Change Order"), incorporated herein by reference, is the preferred form for such use.

**AECOM Technical Services, Inc.**

**CLIENT: Sheboygan Water Utility**



Signature

Signature

Thomas J. Holtan, P.E.

Printed Name

Printed Name

Associate Vice President

Printed Title

Printed Title

January 29, 2021

Date

Date

Address  
200 Indiana Avenue  
Stevens, Point, WI 54481\_

Address

(End of page)

## EXHIBIT A

### SERVICES

#### Services:

As part of its ongoing commitment to planning for a reliable supply of water to the boosted zone, the Utility seeks to consider options for upgrading its aging EE booster pit pump located at the intersection of S. Taylor Drive and Behrens Parkway. This small station incorporates a single pump with a flow capacity of about 350 gpm and serves as a small supplement to the boosted zone in case of emergency at the Georgia booster station. The EE booster also serves to freshen water on the non-boosted zone, which is subject to lower turnover in its widespread residential area. The EE pit pump is also located very close to Nemark, which is a huge water consumer in the zone, and thus can serve as a relatively efficient means of supplying water to Nemark.

The EE pit pump is housed in a metal vault that dates to its original installation in 1989. Though the vault is in good condition, it is fairly small and was designed to house only a single pump and bypass piping. The site also has electrical and SCADA infrastructure. Although water supply to the area was enhanced by completion of a 12" water main northward in S. Business Drive, overall supply is limited due to relatively low water pressures in the non-boosted zone in that vicinity.

The goal of this study is to evaluate several options for upgrading or replacing the EE pit pump within flow and size limitations at the site, including cost analysis, with the goal of increasing supply to the boosted zone to at least 1,000 gpm. The evaluation should include analysis of the ongoing role to be played by the EE pit pump in serving the southside boosted pressure zone over the next 20 years. The energy efficiency of pumping at the site should be compared to the Georgia Avenue booster station. In addition, the analysis should include consideration of alternative pump sites if any have advantages compared to the EE site.

1. AECOM will complete a site inspection of the EE pump station pit and evaluate the current EE pump station for expansion or rehabilitation. The goal of the review is to answer the questions:
  - a. Should the existing pit be expanded, what would need to be completed to bring the pump station into full operations?
  - b. Is it cost effective to maintain the station?
  - c. What are the current site limitations to expansion and operation?
2. AECOM will evaluate historic pumping data and pumping projections completed for the GAPS pump station improvement to determine an optimized pump configuration. This evaluation will include:
  - a. Lowest anticipated pumping needs for the system.
  - b. Highest available pumping needs.
  - c. Quantity of pumps to balance cost, efficiency, and resiliency.
3. AECOM will review available fire hydrant testing data and associated system pressures, distribution system piping configurations, and property availability to determine options for the pumping system location. This will provide:

- a. Capacity of the main zone to support the secondary zone.
  - b. Potential location with most effective supply to the boosted zone.
  - c. General area piping improvements needed for a new pump system.
  - d. Identification of property limitations for a future pumping system.
4. AECOM will contact pumping system suppliers to evaluate pump system options including:
- a. Below grade pumping systems.
  - b. At grade pitless pumping systems.
  - c. At grade building pumping systems.
5. AECOM will develop a comparison table to evaluate three complete pumping system options based on price, energy efficiency, operational and maintenance needs and support, space requirements, resiliency, and available pump configurations.
6. AECOM will assist the utility with the PSC pre-application meeting to identify any further concerns from PSC and DNR to be addressed in the design of the new pumping system. AECOM will:
- a. Complete a preliminary level cost estimate for the pump station as selected by the utility.
  - b. Complete a PowerPoint presentation to summarize the evaluation and findings.
  - c. Present the information to PSC and DNR at a virtual pre-application meeting.

**ASSUMPTIONS**

It is assumed that the Sheboygan Water Utility will

1. Provide pumping information for the boosted zone.
2. Provide fire hydrant testing data at the border of the main zone and the boosted zone.
3. Attend PSC/DNR pre-application meeting and provide necessary financial data for the meeting.
4. Provide qualified staff to provide input to the evaluation process.
5. Provide data and tour of the existing EE pump station.

It is also assumed that Sheboygan Water Utility will complete the design of the new pumping system following this evaluation. The design of the new pumping station is outside the scope of this contract.

Schedule:

The evaluation will be completed prior to May 1 <sup>st</sup> with proposed progress meetings every two weeks with key staff to discuss the direction of the evaluation.
--

Deliverables:

Technical memorandum with summary of evaluation including the comparison table
PowerPoint slides for the PSC and DNR pre-application meeting

AECOM Project Manager

Name	Angel Gebeau, PE, BCEE
Title	Senior Water Engineer
Address	200 Indiana Ave; Stevens Point WI 54481
Phone Number	715-498-1254
Email Address	<a href="mailto:Angel.gebeau@aecom.com">Angel.gebeau@aecom.com</a>

Client Project Manager

Name	Joe Trueblood
Title	Sheboygan Water Utility Superintendent
Address	72 Park Avenue
Phone Number	920-459-3805
Email Address	<a href="mailto:joetrueblood@sheboyganwater.org">joetrueblood@sheboyganwater.org</a>

(End of page)

**EXHIBIT B**

**COMPENSATION AND PAYMENT**

**1 COMPENSATION** The Services set forth in **EXHIBIT A** will be compensated on the following basis:

Time & Material – See Section 2.1 for Hourly Labor Rates

Estimated Costs based on estimated hours from scope and labor rates below:  
\$22,980

**2. RATE SCHEDULE** Compensation shall be based on the following Hourly Labor Rate Schedule:

**2.1 HOURLY LABOR RATE SCHEDULE**

<b>Staff</b>	<b>Fee</b>
Project Manager	\$165
Quality Control	\$175
Junior Engineer	\$98
Senior Engineer	\$170
Administrative Staff	\$90

**2.2 OTHER HOURLY LABOR RATE CATAGORIES** If additional labor categories are authorized during the performance of this Agreement, compensation for each additional category will be negotiated at the time the additional Services are authorized.

**2.3 ANNUAL HOURLY LABOR RATE ADJUSTMENTS** The Hourly Labor Rate Schedule is adjusted each calendar year to reflect updated labor cost categories. Labor cost of Services authorized in subsequent calendar years will be based on the applicable Hourly Labor Rate Schedule for those years.

**3. REIMBURSEABLE EXPENSES** Reimbursable expenses are expenditures made by AECOM for goods, travel expenses and vendor services in support of the performance of the Services. Such expenditures will be billed at the actual cost to AECOM.

**4. CHANGE ORDERS** The Parties may at any time and by written agreement make changes in the Services, Project Schedule, Deliverables, Compensation or other terms and conditions in this Agreement. The Parties shall effect such change through the use of a written Change Order. **EXHIBIT C** is the preferred form for such use.

**5. INVOICING** AECOM will invoice Client on a monthly basis unless otherwise set forth herein.

**6 PAYMENT**

**6.1** If payment is based on Time and Materials with a NTE, once AECOM reaches the NTE, AECOM will stop further Services pending a Change Order to adjust the budget and schedule for the continued performance of the Services.

**6.2** Timely payment is a material term of this Agreement. Client shall pay all undisputed portions of AECOM’s invoices within 30 days of receipt without holdback or retention. Client shall notify AECOM within fourteen (14) days of the receipt of the invoice of any disputed items. Such notice must be accompanied by a detailed description of any disputed items and include supporting documentation as well as references to the provision(s) of this Agreement which permit a holdback or retention. If such notice is not provided within fourteen (14) days, Client waives its rights to dispute the invoice. Undisputed amounts remaining unpaid 30 days after the invoice date shall bear interest at the rate of 1.5% per month on the unpaid balance and AECOM

may suspend the Services pending receipt of such payment. In addition, AECOM retains its unrestricted rights under Article 18 (Termination) of the Agreement.

6.3 If the Project is suspended by Client for more than 30 days, AECOM shall be paid for all Services performed prior to the effective date of suspension within 30 days of such suspension. Upon resumption of the Project, AECOM shall be entitled to an equitable adjustment in cost and schedule to compensate AECOM for expenses incurred as a result of the interruption and resumption of the Services.

6.4 To the extent that completion of the Services is delayed beyond the original scheduled completion date and such delay is not the fault of AECOM, an equitable adjustment shall be made to AECOM's Compensation and Project Schedule.

6.5 Except as otherwise specifically provided herein, Client shall pay or reimburse AECOM, as appropriate, for all categories of taxes other than income tax, including without limitation, sales, consumer, use, value added, gross receipts, privilege, and local license taxes related to the Services.

6.6 Client shall make payments to AECOM using one of the following methods:

6.6.1 AECOM LOCKBOX:

AECOM Technical Services, Inc.  
1178 Paysphere Circle  
Chicago, IL 60674

6.6.2 ELECTRONIC FUNDS TRANSFER/ACH PAYMENT:

Account Name: AECOM Technical Services, Inc.  
Bank Name: Bank of America  
Address1: Building D  
Address2: 2000 Clayton Road  
City/State/Zip: Concord, CA 94520-2425  
Account Number: 5800937020  
ABA Routing Number: 071000039

6.6.3 WIRE TRANSFER:

Account Name: AECOM Technical Services, Inc.  
Bank Name: Bank of America  
Address: 100 West 33rd St  
City/State/Zip: New York, NY 10001  
Account Number: 5800937020  
ABA Routing Number: 026009593  
SWIFT Code: BOFAUS3N

6.6.4 Questions related to payment can be sent to:

AECOM Cash Applications Supervisor by phone at (804) 515-8490 or by email at [cashappsremittance@aecom.com](mailto:cashappsremittance@aecom.com)

(End of page)

AECOM Project Name: \_\_\_\_\_  
AECOM Project No.: \_\_\_\_\_  
Change Order No.: \_\_\_\_\_

**EXHIBIT C**

**SAMPLE CHANGE ORDER FORM**

In accordance with the Consulting Services Agreement dated \_\_\_\_ 20\_\_ between AECOM Technical Services, Inc., a California corporation, ("AECOM"), this Change Order, with an effective date of \_\_\_\_\_, 20\_\_\_\_ modifies that Agreement as follows:

1. **Changes to the Services:**


2. **Change to Deliverables:**

--

3. **Change in Project Schedule** (attach schedule if appropriate):

--

4. **Change in CONSULTANT's Compensation:**

The Services set forth in this Change Order will be compensated on the following basis:

- No change to Compensation
- Time & Material (See **Exhibit B** for the Hourly Labor Rate Schedule)
- Time and Materials with a Not- to-Exceed amount of (\$). The Hourly Labor Rate Schedule is set forth in **EXHIBIT B** (if applicable). Reimbursable expenses are included in the overall Not to Exceed cap.
- Lump Sum [\$]

Milestone/Deliverable & Date	Payment Amount
	\$

- Cost Plus Fixed Fee:** [Cost \$ and Fee \$]

Therefore, the total authorized Compensation, inclusive of this Change Order is \$.

5. **Project Impact:**

--

6. **Other Changes** (including terms and conditions):

--



- 7. All other terms and conditions of the Agreement remain unchanged.
- 8. Each Party represents that the person executing this Change Order has the necessary legal authority to do so on behalf of the respective Party.

**AECOM Technical Services, Inc.**

**CLIENT:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Title

\_\_\_\_\_  
Printed Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

[End of Agreement]



Baker Tilly US, LLP  
4807 Innovate Ln, PO Box 7398  
Madison, WI, 53707-7398  
United States of America

T: +1 (608) 249 6622  
F: +1 (608) 249 8532

[bakertilly.com](http://bakertilly.com)

February 8, 2021

Mr. Joe Trueblood, P.E., Superintendent  
City of Sheboygan Water Utility  
72 Park Avenue  
Sheboygan, WI 53081

Dear Mr. Trueblood:

Thank you for using Baker Tilly US, LLP (Baker Tilly, we, our) as your accountants and business advisors.

The purpose of this letter is to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide to City of Sheboygan Water Utility (the Company, Client, you, your).

### **Services and Related Report**

We will compile, from information management provides, the Company's forecasted schedules and forecasted information as of December 31, 2021, and for the test year then ending, including the related summaries of significant assumptions and accounting policies, in order to develop forecasted water rates ("forecast"). Upon completion of our compilation of the forecast, we will provide the Company with our accountants' compilation report. If, for any reasons caused by or relating to the affairs or management of the Company, we are unable to complete our compilation of your forecast, or if we determine in our professional judgment the circumstances necessitate, we may withdraw and decline to issue a report as a result of this engagement.

The forecast is not intended to be a forecast of financial position, changes in net position or cash flows in accordance with Generally Accepted Accounting Principles (GAAP). This report will be prepared for the development of rates before the Public Service Commission of Wisconsin and should not be used for any other purpose.

A financial forecast presents, to the best of management's knowledge and belief, the Company's expected results of operations and plant balances for the financial forecast period. It is based on management's assumptions reflecting conditions it expects to exist and the course of action it expects to take during the forecast period.

### ***Water Rate Study***

The following outlines the process of completing a water rate study and filing an application with the Public Service Commission of Wisconsin (PSCW).

1. Obtain historical information, confirm significant assumptions regarding growth and costs, summarize and classify nonroutine plant additions, and forecast consumption for the 2021 test year.
2. Compile forecast in the PSCW prescribed format for the 2021 test year to support the rate study, including supplemental information related to cash flows and debt coverage to support the requested rate of return.

Mr. Joe Trueblood  
City of Sheboygan Water Utility

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3. Provide draft study to management for their review. Incorporate management's comments into study.
4. Meet with the governing body to review the study.
5. Prepare the final rate study and submit the application to the PSCW.
6. Review PSC information and proposed rates.
7. Assist management with the rate hearing and implementation of new rates.

### **Our Responsibilities and Limitations**

The objective of our compilation engagement is to apply accounting and financial reporting expertise to assist you in the presentation of the financial forecast based on management's assumptions without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial forecast in order for it to be in accordance with guidelines for presentation of a financial forecast established by the AICPA.

We will conduct our compilation engagement in accordance with Statements on Standards for Accounting and Review Services (SSARS) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's *Code of Professional Conduct*, including the ethical principles of integrity, objectivity, professional competence and due care.

A compilation of a financial forecast differs significantly from an examination of financial forecast. A compilation does not contemplate performing analytical procedures, obtaining an understanding of the entity's internal control, assessing risks of material misstatement, tests of accounting records or other procedures ordinarily performed in an examination.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion or provide any assurance on the financial forecast.

In order for us to complete the engagement, management must provide assumptions that are appropriate for the financial forecast. If the assumptions provided are inappropriate and have not been revised to our satisfaction, we will be unable to complete the engagement, and, accordingly, we will not issue a report on the financial forecast.

Baker Tilly US, LLP is not a municipal advisor as defined in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act. Baker Tilly US, LLP is not recommending an action to the Utility; is not acting as an advisor to the Utility and does not owe a fiduciary duty pursuant to Section 15B of the Securities and Exchange Act to the Utility with respect to the information and material contained in the deliverables issued under this engagement. The Utility should discuss any information and material contained in the deliverables with any and all internal and external advisors and experts that the Utility deems appropriate before acting on this information or material. Baker Tilly US, LLP will rely on management of the Utility to provide key data related to the issuance of municipal securities.

Our engagement cannot be relied upon to identify or disclose any misstatements in the financial forecast, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations, and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, evidence that fraud may exist, illegal acts or noncompliance with laws or regulations that come to our attention, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

The compilation will be planned and conducted with the understanding it will be used for the development of rates by the Public Service Commission of Wisconsin and should not be used by any other parties or for any other purpose. Nevertheless, items of possible interest to the previously specified party may not be specifically addressed and matters may exist that would be assessed differently by the previously specified party.

The compilation will not be planned or conducted in contemplation of reliance by any other specific third party or with respect to any specific transaction. Therefore, items of possible interest to a third party will not be specifically addressed and matters may exist that would be assessed differently by a third party, possibly in connection with a specific transaction.

### **Management's Responsibilities**

The engagement to be performed is conducted on the basis that you acknowledge and understand that our role is to assist you in developing the presentation of the financial forecast in accordance with guidelines for presentation of a financial forecast established by the AICPA. You have the following overall responsibilities that are fundamental to our undertaking the engagement in accordance with SSARS:

1. The selection of the accounting principles applied in the preparation of the financial forecast.
2. The preparation and presentation of the financial forecast in accordance with guidelines for presentation of a financial forecast established by the AICPA, the inclusion of all informative disclosures that are appropriate for the forecast under those guidelines, and the development of assumptions that reflect your plans and expectations regarding events and circumstances for the financial forecast period.
3. The design, implementation and maintenance of internal control relevant to the preparation and presentation of the financial forecast and that it is free from material misstatement whether due to fraud or error.
4. The prevention and detection of fraud.
5. To ensure that City of Sheboygan Water Utility complies with the laws and regulations applicable to its activities.
6. The accuracy and completeness of the records, documents, explanations and other information, including significant judgments, you provide to us for the engagement.

7. To provide us with—
- > Access to all information of which you are aware is relevant to the presentation of the financial forecast, such as records, documentation and other matters.
  - > Additional information that we may request from you for the purpose of the compilation engagement.
  - > Unrestricted access to persons within City of Sheboygan Water Utility of whom we determine it necessary to make inquiries.

### **Our Report**

As part of our engagement, we will issue a report that will state that we did not examine or review the financial forecast and that, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on it. It will also state that (1) there will usually be differences between the forecasted and actual results because events and circumstances frequently do not occur as expected, and those differences may be material; and (2) we have no responsibility to update the report for events and circumstances occurring after the date of the report.

There may be circumstances in which the report differs from the expected form and content.

You agree to include our compilation report in any document containing the financial forecast that indicates that we have performed a compilation engagement on the financial forecast and, prior to inclusion of the report, to ask our permission to do so.

### **Nonattest Services**

Prior to or as part of our compilation engagement, it may be necessary for us to perform certain nonattest services. Nonattest services that we will be providing are as follows:

Nonattest services that we will be providing are as follows:

- > Reporting assistance (such as formatting) as requested

We will not perform any management functions or make management decisions on your behalf with respect to any nonattest services we provide.

In connection with our performance of any nonattest services, you agree that you will:

- > Continue to make all management decisions and perform all management functions.
- > Designate a competent employee with suitable skill, knowledge and/or experience, preferably within senior management, to oversee the services we perform.
- > Evaluate the adequacy and results of the nonattest services we perform.
- > Accept responsibility for the results of our nonattest services.

Mr. Joe Trueblood  
City of Sheboygan Water Utility

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- > Establish and maintain internal controls, including monitoring ongoing activities related to the nonattest function.

### **Reproduction of the Financial Forecast**

If you intend to reproduce or publish the financial forecast, and make reference to our firm name in connection therewith, you agree to publish the financial forecast in its entirety. In addition, you agree to provide us, for our approval and consent, proofs before printing, and final materials before distribution.

With regard to the electronic dissemination of the financial forecast, including forecasted financials published electronically on your internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

### **Ownership of Workpapers**

The documentation for this engagement, including the workpapers is the property of Baker Tilly and constitutes confidential information. We may have a responsibility to retain the documentation for a period of time sufficient to satisfy any applicable legal or regulatory requirements for records retention. Baker Tilly does not retain any original client records; so we will return such records to you at the completion of the services rendered under this engagement. When such records are returned to you, it is the Company's responsibility to retain and protect its accounting and other business records for future use, including potential review by any government or other regulatory agencies. By your signature below, you acknowledge and agree that, upon the expiration of the documentation retention period, Baker Tilly shall be free to destroy our workpapers related to this engagement. If we are required by law, regulation or professional standards to make certain documentation available to Regulators, the Company hereby authorizes us to do so.

Baker Tilly and the Company acknowledge that, at the time of the execution of this engagement letter, federal, state and local governments, both domestic and foreign, have restricted travel and/or the movement of their citizens due to the ongoing and evolving situation around COVID-19. In addition, like many organizations and companies in the United States and around the globe, Baker Tilly has restricted its employees from travel and onsite work, whether at a client facility or Baker Tilly facility, to protect the health of both Baker Tilly and its clients' employees. Accordingly, to the extent that any of the services described in this Engagement Letter requires or relies on personnel to travel and/or perform work onsite, then Baker Tilly and the Company acknowledge and agree that when the performance of such work depends on physical access to Client's facilities, then such work may be supplanted with alternative procedures, or may be delayed, significantly or indefinitely and/or suspended at Baker Tilly's discretion. Baker Tilly and the Company agree to provide the other with prompt written notice in the event any of the onsite services described herein, such as inventory observations and other procedures, will need to be supplanted, rescheduled and/or suspended. Baker Tilly and the Company also acknowledge and agree that any delays or workarounds due to the situation surrounding COVID-19 may increase the cost of the services described herein. Baker Tilly will obtain the Company's prior written approval for any increase in the cost of Baker Tilly services that may result from the situation surrounding COVID-19.

Mr. Joe Trueblood  
City of Sheboygan Water Utility

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### **Timing and Fees**

Completion of our work is subject to, among other things, (i) appropriate cooperation from Company's personnel, including timely preparation of necessary schedules, (ii) timely responses to our inquiries and (iii) timely communication of all significant presentation, accounting and financial reporting matters. When and if for any reason the Company is unable to provide such schedules, information and assistance, Baker Tilly and you may mutually revise the fee to reflect additional services, if any, required of us to complete the compilation. Revisions to the scope of our work will be communicated to you and may be set forth in the form of an "Amendment to Existing Engagement Letter". In addition, if we discover compliance issues that require us to perform additional procedures and/or provide assistance with these matters, fees at our standard hourly rates apply.

Invoices for these fees will be rendered each month as work progresses and are payable on presentation. A charge of 1.5 percent per month shall be imposed on accounts not paid within thirty (30) days of receipt of our statement for services provided. In accordance with our firm policies, work may be suspended if your account becomes thirty (30) days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notice of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. In the event that collection procedures are required, the Company agrees to be responsible for all expenses of collection including related attorneys' fees.

We estimate that our fees for these services will range from \$18,500 to \$20,000 for the compilation. In addition to our professional fees, expenses for direct engagement support including travel and subsistence, production of reports and other direct engagement expenses will be billed separately at our cost and stated separately on our invoices. These expenses are estimated to be \$500.

Our fees, as summarized above, are based upon the current Statements on Standards for Accounting and Review Services that have been issued and are effective as of the date of this letter. Should additional accounting or auditing standards be issued subsequent, to or become effective for the periods covered by this engagement, our estimated fees may be adjusted accordingly.

We may use temporary contract staff to perform certain tasks on your engagement and will bill for that time at the rate that corresponds to Baker Tilly staff providing a similar level of service. Upon request, we will be happy to provide details on training, supervision and billing arrangements we use in connection with these professionals. Additionally, we may from time to time, and depending on the circumstances, use service providers (e.g., to act as a specialist or compile an element of the financial statements) in serving your account. We may share confidential information about you with these service providers, but are committed to maintaining the confidentiality and security of your information.

Mr. Joe Trueblood  
City of Sheboygan Water Utility

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To the extent the services require Baker Tilly receive personal data or personal information from Client, Baker Tilly may process any personal data or personal information, as those terms are defined in applicable privacy laws, in accordance with the requirements of the applicable privacy law relevant to the processing in providing services hereunder. Applicable privacy laws may include any local, state, federal or international laws, standards, guidelines, policies or regulations governing the collection, use, disclosure, sharing or other processing of personal data or personal information with which Baker Tilly or its Clients must comply. Such privacy laws may include (i) the EU General Data Protection Regulation 2016/679 (GDPR); (ii) the California Consumer Privacy Act of 2018 (CCPA); and/or (iii) other laws regulating marketing communications, requiring security breach notification, imposing minimum security requirements, requiring the secure disposal of records and other similar requirements applicable to the processing of personal data or personal information. Baker Tilly is acting as a Service Provider/Data Processor in relation to Client personal data and personal information, as those terms are defined respectively under the CCPA/GDPR. Client is responsible for notifying Baker Tilly of any data privacy laws the data provided to Baker Tilly is subject to and Client represents and warrants it has all necessary authority (including any legally required consent from data subjects) to transfer such information and authorize Baker Tilly to process such information in connection with the services described herein.

Baker Tilly has established information security related operational requirements that support the achievement of our information security commitments, relevant information security related laws and regulations, and other information security related system requirements. Such requirements are communicated in Baker Tilly's policies and procedures, system design documentation and contracts with customers. Information security policies have been implemented that define our approach to how systems and data are protected. Client is responsible for providing timely written notification to Baker Tilly of any additions, changes or removals of access for Client personnel to Baker Tilly provided systems or applications. If Client becomes aware of any known or suspected information security or privacy related incidents or breaches related to this agreement, Client should timely notify Baker Tilly via email at [dataprotectionofficer@bakertilly.com](mailto:dataprotectionofficer@bakertilly.com).

Baker Tilly does not treat de-identified data or aggregate consumer information as personal data or personal information, and we reserve the right to convert Client personal data or personal information into de-identified data or aggregate consumer information for our own purposes. As a benefit of benchmarking your Company to others in your industry, you allow us to enter your confidential accounting and/or financial data into the third party benchmarking software that we utilize. By signing this Engagement Letter, you expressly authorize us to make such disclosure of your confidential accounting and/or financial data, as we may elect within our discretion, with the understanding that, in doing so, you will not be specifically identified.

Any additional services that may be requested and we agree to provide will be the subject of a separate engagement letter.

We may be required to disclose confidential information to federal, state and international regulatory bodies or a court in criminal or other civil litigation. In the event that we receive a request from a third party (including a subpoena, summons or discovery demand in litigation) calling for the production of information, we will promptly notify the Company, unless otherwise prohibited. In the event we are requested by the Company or required by government regulation, subpoena or other legal process to produce our engagement working papers or our personnel as witnesses with respect to services rendered to the Company, so long as we are not a party to the proceeding in which the information is sought, we may seek reimbursement for our professional time and expenses, as well as the fees and legal expenses, incurred in responding to such a request.

### **Resolution of Disagreements**

In the unlikely event that differences concerning services or fees should arise that are not resolved by mutual agreement, both parties agree to attempt in good faith to settle the dispute by mediation administered by the American Arbitration Association (AAA) under its mediation rules for professional accounting and related services disputes before resorting to litigation or any other dispute-resolution procedure. Each party shall bear their own expenses from mediation.

Mr. Joe Trueblood  
City of Sheboygan Water Utility

February 8, 2021  
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If mediation does not settle the dispute or claim, then the parties agree that the dispute or claim shall be settled by binding arbitration. The arbitration proceeding shall take place in the city in which the Baker Tilly office providing the relevant services is located, unless the parties mutually agree to a different location. The proceeding shall be governed by the provisions of the Federal Arbitration Act (FAA) and will proceed in accordance with the then current Arbitration Rules for Professional Accounting and Related Disputes of the AAA, except that no prehearing discovery shall be permitted unless specifically authorized by the arbitrator. The arbitrator will be selected from Judicate West, AAA, Judicial Arbitration & Mediation Services (JAMS), the Center for Public Resources or any other internationally or nationally-recognized organization mutually agreed upon by the parties. Potential arbitrator names will be exchanged within fifteen (15) days of the parties' agreement to settle the dispute or claim by binding arbitration, and arbitration will thereafter proceed expeditiously. Any issue concerning the extent to which any dispute is subject to arbitration, or concerning the applicability, interpretation, or enforceability of any of these procedures, shall be governed by the FAA and resolved by the arbitrators. The arbitration will be conducted before a single arbitrator, experienced in accounting and auditing matters. The arbitrator shall have no authority to award nonmonetary or equitable relief and will not have the right to award punitive damages or statutory awards. Furthermore, in no event shall the arbitrator have power to make an award that would be inconsistent with the Engagement Letter or any amount that could not be made or imposed by a court deciding the matter in the same jurisdiction. The award of the arbitration shall be in writing and shall be accompanied by a well-reasoned opinion. The award issued by the arbitrator may be confirmed in a judgment by any federal or state court of competent jurisdiction. Discovery shall be permitted in arbitration only to the extent, if any, expressly authorized by the arbitrator(s) upon a showing of substantial need. Each party shall be responsible for their own costs associated with the arbitration, except that the costs of the arbitrator shall be equally divided by the parties. Both parties agree and acknowledge that they are each giving up the right to have any dispute heard in a court of law before a judge and a jury, as well as any appeal. The arbitration proceeding and all information disclosed during the arbitration shall be maintained as confidential, except as may be required for disclosure to professional or regulatory bodies or in a related confidential arbitration. The arbitrator(s) shall apply the limitations period that would be applied by a court deciding the matter in the same jurisdiction, including the contractual limitations set forth in this Engagement Letter, and shall have no power to decide the dispute in any manner not consistent with such limitations period. The arbitrator(s) shall be empowered to interpret the applicable statutes of limitations.

Our services shall be evaluated solely on our substantial conformance with the terms expressly set forth herein, including all applicable professional standards. Any claim of nonconformance must be clearly and convincingly shown.

#### **Limitation on Damages and Indemnification**

The liability (including attorney's fees and all other costs) of Baker Tilly and its present or former partners, principals, agents or employees related to any claim for damages relating to the services performed under this Engagement Letter shall not exceed the fees paid to Baker Tilly for the portion of the work to which the claim relates, except to the extent finally determined to have resulted from the willful misconduct or fraudulent behavior of Baker Tilly relating to such services. This limitation of liability is intended to apply to the full extent allowed by law, regardless of the grounds or nature of any claim asserted, including the negligence of either party. Additionally, in no event shall either party be liable for any lost profits, lost business opportunity, lost data, consequential, special, incidental, exemplary or punitive damages, delays or interruptions arising out of or related to this Engagement Letter even if the other party has been advised of the possibility of such damages.

As Baker Tilly is performing the services solely for your benefit, you will indemnify Baker Tilly, its subsidiaries and their present or former partners, principals, employees, officers and agents against all costs, fees, expenses, damages and liabilities (including attorney's fees and all defense costs) associated with any third-party claim, relating to or arising as a result of the services, or this Engagement Letter.

Mr. Joe Trueblood  
City of Sheboygan Water Utility

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Because of the importance of the information that you provide to Baker Tilly with respect to Baker Tilly's ability to perform the services, you hereby release Baker Tilly and its present and former partners, principals, agents and employees from any liability, damages, fees, expenses and costs, including attorney's fees, relating to the services, that arise from or relate to any information, including representations by management, provided by you, Company personnel or agents, that is not complete, accurate or current, whether or not management knew or should have known that such information was not complete, accurate or current.

Each party recognizes and agrees that the warranty disclaimers and liability and remedy limitations in this Engagement Letter are material bargained for bases of this Engagement Letter and that they have been taken into account and reflected in determining the consideration to be given by each party under this Engagement Letter and in the decision by each party to enter into this Engagement Letter.

The terms of this section shall apply regardless of the nature of any claim asserted (including, but not limited to, contract, tort or any form of negligence, whether of you, Baker Tilly or others), but these terms shall not apply to the extent finally determined to be contrary to the applicable law or regulation. These terms shall also continue to apply after any termination of this Engagement Letter.

You accept and acknowledge that any legal proceedings arising from or in conjunction with the services provided under this Engagement Letter must be commenced within twelve (12) months after the performance of the services for which the action is brought, without consideration as to the time of discovery of any claim or any other statutes of limitations or repose.

#### **Other Matters**

Neither this Engagement Letter, any claim, nor any rights or licenses granted hereunder may be assigned, delegated or subcontracted by either party without the written consent of the other party. Either party may assign and transfer this Engagement Letter to any successor that acquires all or substantially all of the business or assets of such party by way of merger, consolidation, other business reorganization or the sale of interest or assets, provided that the party notifies the other party in writing of such assignment and the successor agrees in writing to be bound by the terms and conditions of this Engagement Letter.

The services performed under this Agreement do not include the provision of legal advice and Baker Tilly makes no representations regarding questions of legal interpretation. Client should consult with its attorneys with respect to any legal matters or items that require legal interpretation under federal, state or other type of law or regulation.

Baker Tilly US, LLP, trading as Baker Tilly, is an independent member of Baker Tilly International. Baker Tilly International Limited is an English company. Baker Tilly International provides no professional services to clients. Each member firm is a separate and independent legal entity and each describes itself as such. Baker Tilly US, LLP is not Baker Tilly International's agent and does not have the authority to bind Baker Tilly International or act on Baker Tilly International's behalf. None of Baker Tilly International, Baker Tilly US, LLP, nor any of the other member firms of Baker Tilly International has any liability for each other's acts or omissions. The name Baker Tilly and its associated logo is used under license from Baker Tilly International Limited.

This Engagement Letter constitutes the entire agreement between the Company and Baker Tilly regarding the services described in this Engagement Letter and supersedes and incorporates all prior or contemporaneous representations, understandings or agreements, and may not be modified or amended except by an agreement in writing signed between the parties hereto. This Engagement Letter's provisions shall not be deemed modified or amended by the conduct of the parties.

Mr. Joe Trueblood  
City of Sheboygan Water Utility

February 8, 2021  
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The provisions of this Engagement Letter, which expressly or by implication are intended to survive its termination or expiration, will survive and continue to bind both parties, including any successors or assignees. If any provision of this Engagement Letter is declared or found to be illegal, unenforceable or void, then both parties shall be relieved of all obligations arising under such provision, but if the remainder of this Engagement Letter shall not be affected by such declaration or finding and is capable of substantial performance, then each provision not so affected shall be enforced to the extent permitted by law or applicable professional standards.

If because of a change in the Company status or due to any other reason, any provision in this Engagement Letter would be prohibited by, or would impair our independence under laws, regulations or published interpretations by governmental bodies, commissions or other regulatory agencies, such provision shall, to that extent, be of no further force and effect and this agreement shall consist of the remaining portions.

This agreement shall be governed by and construed in accordance with the laws of the State of Illinois, without giving effect to the provisions relating to conflict of laws.

We appreciate the opportunity to be of service to you.

If there are any questions regarding the Engagement Letter, please contact Jodi Dobson, the engagement partner on this engagement who is responsible for the overall supervision and review of the engagement and for determining that the engagement has been completed in accordance with professional standards. Jodi Dobson is available at 608 240 2469.

Sincerely,

BAKER TILLY US, LLP



The services and terms as set forth in this Engagement Letter are agreed to by:

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Officer signature

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Title

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Date

To: Joe Trueblood, Utility Superintendent  
From: Dave McMillan, Distribution Supervisor  
Subject: 2021 GPS Survey Equipment

The Water Utility has budgeted to purchase new GPS surveying equipment. This equipment will replace the present GPS unit which is starting to encounter some issues due to its age. The present unit does not operate off the most current satellite configurations used in Wisconsin. This limits the accuracy and weather conditions in which it will function properly. It also does not have file compatibility with some newer software and is no longer supported with updates by the company. The new unit will help to ensure accuracy in design, construction staking, and documentation of the Utility's distribution system.

The Water Utility received quotes for two separate units:

	<b>Spectra Focus 35 and Ranger 7</b>	<b>Trimble S5 and TSC7 Controller</b>
<b>Total Cost:</b>	<b>\$19,981.90</b>	<b>\$32,188</b>

Based on ease of use, user interface, and unit capabilities, I would recommend the Water Utility purchase the Spectra Focus 35 and Ranger 7 GPS equipment. Spectra is a reputable brand in the geospatial industry. This unit will fit the needs of the Water Utility's Engineering Department for years to come.



# Sales Quotation

Quote Number




00062242

Contact Name Glody Onya  
 Email glodyonya@sheboyganwater.org  
 Phone (920) 459-4324

Date Issued 1/15/2021  
 Expiration Date 2/14/2021

**Ship To:**  
 Ship To Name Sheboygan Water Utility  
 Ship To United States

**Bill To:**  
 Bill To Name Sheboygan Water Utility  
 Bill To 72 Park Avenue  
 Sheboygan, Wisconsin 53081  
 United States

Quantity	Part Number	Description	List Price	Sale Price	Subtotal
1.00	SUMF-35003 	FOCUS 35 RX 3	\$17,995.00	\$17,995.00	\$17,995.00
1.00	RG7-S02-001 	DC - Ranger 7, QWERTY, Worldwide WWAN, Survey Pro Standard	\$5,100.00	\$5,100.00	\$5,100.00
1.00	110238-00-2	SP EM120 2.4GHz Module	\$1,500.00	\$1,500.00	\$1,500.00
1.00	121349-01-2	SP Ranger 7 Accessory - Pole Mount	\$221.00	\$221.00	\$221.00
1.00	121354-01-1 	Trimble Accessory - Carry Case Shoulder Bag	\$79.00	\$79.00	\$79.00
1.00	121350-01-2	SP Ranger 7 Accessory - Ext. Battery Charger w/ Int. Cord, Battery 2-pack	\$445.00	\$445.00	\$445.00
1.00	SP-SMA-SS-SP	Module Addition: Survey Standard (SS) to Survey Pro (SP)	\$400.00	\$400.00	\$400.00
1.00	SP-SMA-SP-SR	Module Addition: Survey Pro (SP) to Survey Pro Robotic (SR)	\$800.00	\$800.00	\$800.00
1.00	SP-SMA-SP-SG	Module Addition: Survey Pro (SP) to Survey Pro GNSS (SG)	\$800.00	\$800.00	\$800.00
	90550-PL				



# Sales Quotation

Quote Number

00062242

1.00		TRIMAX STD QUICK CLAMP TRIPOD	\$455.26	\$455.26	\$455.26
	5500-11				
1.00		POLE, PRISM, 8.5ft, 2MM/.01FT, ADJ, TLV	\$190.29	\$190.29	\$190.29
1.00	SQ1-TNL-DISC	SEILER Q1 2021 DISCOUNT SEILER Q1 SPECIAL 2021 DISCOUNT	Undefined	(\$8,003.65)	(\$8,003.65)

**This is not an invoice:** Applicable sales tax, customs duties, and/or shipping charges will apply.

**Total Price**

**\$19,981.90**

This product and/or associated accessories may be subject to export controls under United States law and must not be exported or re-exported without prior authorization from either the United States Department of State or Commerce, as applicable.

Scheduled delivery times could be delayed due to vendor supply or Seiler personnel availability during the COVID19 Stay Home, Stay Safe orders, depending on location. Please communicate with your Seiler sales representative to ensure your timeline needs can be met before signing this quotation.

**Please Contact Us:**

**Name** Holly Urbain  
**Address** 9755 Airways Court  
 Franklin  
 Wisconsin, 53132  
 United States  
**Phone** 414-423-0780  
**Mobile** (608) 279-1007  
**Email** [hmurbain@seilerinst.com](mailto:hmurbain@seilerinst.com)  
**Fax** 414-423-0831

Your signature below acknowledges acceptance of terms and conditions of this quote. Please sign and return via email or fax.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
 Name: \_\_\_\_\_ Title: \_\_\_\_\_