

UTILITIES COMMITTEE – (WWTP)

MEETING AGENDA

Tuesday, January 6, 2015 at 7:00 a.m.
Sister Bay Fire Station — Large Meeting Room
2258 Mill Road

For additional information check: www.sisterbaywi.info

In order for everyone to hear the discussion please, turn off your cell phone. Thank you.

Call Meeting to Order

Roll Call

1	Chair – Pat Duffy		2	Scott Baker	
3	Shane Solomon		4	Fred Anderson	
5	Peter Sauer		6	Frank Forkert	
	<i>Village Administrator – Zeke Jackson</i>			<i>Utility Manager – Steve Jacobson</i>	
	<i>Utility Supervisor – Mike Schell</i>			<i>Finance Director – Juliana Neuman</i>	
	<i>Utility Clerk – Martha Baker</i>			<i>Town Administrator – Bud Kalms</i>	

Approval of the Agenda

Approval of minutes as attached

Comments and Correspondence

Discussion Items

1. *Administrative related*

- a. Discussion on mediation regarding the issue of Plant ownership
- b. Third Quarter 2014 Financial Report

2. *Plant related*

- a. Capacities Report
- b. Aeration drive motor replacement
- c. Sewage ejector pump replacement
- d. Splitter box sluice gate replacement
- e. Non-potable pump check valve replacement
- f. Lab water still electrical work
- g. Lab dissolved Oxygen meter replacement
- h. Sludge handling updae
- i. Winterizing, insulating, draining and cleaning
- j. Capacity, Management, Operation, and Maintenance compliance (CMOM) update

3. *Matters to be placed on a future agenda or referred to a Committee, Official or Employee*

Adjournment

Public Notice

Questions regarding the nature of the agenda items or more detail on the agenda items listed above scheduled to be considered by the governmental body listed above can be directed to Zeke Jackson, Village Administrator at 920-854-4118 or at zeke.jackson@sisterbaywi.gov. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Sister Bay Village Administrator at 854-4118, (FAX) 854-9637, or by writing to the Village Administrator at the Village Administration Building, 2383 Maple Drive, PO Box 769, Sister Bay, WI 54234. Copies of reports and other supporting documentation are available for review at the Village Administration Building during operating hours. (8 a.m. – 4 p.m. weekdays).

I hereby certify that I have posted a copy of this agenda at the following locations:

- Administration Building Library Post Office

Name

Date

1
2
3
4
5
6

**UTILITIES COMMITTEE - WWTP
COMMITTEE MEETING MINUTES
Tuesday, October 7, 2014
Sister Bay Fire Station
(Unapproved Version)**

7 The October 7, 2014 meeting of the Utilities Committee was called to order by Committee Chair
8 Patrick Duffy at 7:00 AM.

9
10 **Present:** Committee Chair Patrick Duffy, and Members Scott Baker, Shane Solomon, Frank Forkert,
11 and Peter Sauer.

12
13 **Staff Members:** Village Administrator Zeke Jackson, Utility Manager Steve Jacobson, Finance
14 Director Juliana Neuman, Utility Clerk Martha Baker and Town Administrator Bud Kalms

15
16 **Also Present:** Town resident Barbara Luhning and Jim Lundstrom of The Peninsula Pulse.

17
18 **Absent:** Member Fred Anderson.

19
20 **Approval of the Agenda:**

21 *Motion was made by Baker, seconded by Forkert, to approve the October 7, 2014 agenda as*
22 *presented. Motion carried – all Ayes.*

23
24 **Approval of the July 1, 2014 meeting minutes:**

25 *Motion was made by Baker, seconded by Solomon, to approve the July 1, 2014 minutes as*
26 *presented. Motion carried – all Ayes.*

27
28 **Public Comments and Correspondence**

29 Liberty Grove Utility District #1 customer Barbara Luhning read a statement regarding the PILOT
30 imposed on the LGUD#1 water rate payers which she described as Taxation Without
31 Representation. She expressed concern that the PILOT is not fair to Liberty Grove rate payers who
32 cannot vote for the representatives in Sister Bay who imposed the tax and do not wish their water
33 rates to subsidize “downtrodden yacht owners” in Sister Bay’s Marina. Kalms stated the he believes
34 the Public Service Commission of Wisconsin will not approve of the rate increase due to the PILOT
35 for LGUD#1.

36
37 **Discussion Items**

38 **1. Plant Related:**

39 **a. Sludge Study (Terry Stebor of Robert E. Lee)**

40 Terry Stebor of Robert E. Lee and Associates gave an overview of the Sludge Study prepared for the
41 Utility and presented it to the committee. He looked at Wastewater Treatment Plant records for the
42 past five years and used State population projections for preparing the Study. He said the challenge
43 is predicting usage due to tourism. Stebor talked about each section of the Study which examines
44 current practices, Autothermal Thermophilic Aerobic Digestion, Lime Stabilization/Pasteurization,
45 Composting, and Reed Bed Stabilization Process. He summarized by saying there is no immediate
46 need to change current practices unless Sturgeon Bay Utility would no longer take Sister Bay’s
47 hauled waste. Jacobson spoke with Jeff Hoffman of Sturgeon Bay Utilities and discussed last year’s
48 mechanical breakdown at the Sturgeon Bay Treatment Plant, which led to the Sister Bay Sludge
49 Study. He learned of a company called Synagro that would come to the Plant with a lime addition

1 process. Jacobson will attend a Wastewater Conference on October 8th and 9th and will get more
2 information from Synagro. Stebor said he talked to Synagro and found out that they are set up for
3 emergency situations and their treatment is very costly. Jacobson and Stebor will both continue
4 conversations with Synagro. Duffy asked if the reeds used in the beds are an invasive species and
5 Jacobson said there are plants available that are not invasive. Duffy asked if reed beds caused odor
6 and was told that is not an issue, there is a “musty” smell at worst. Duffy asked if we looked at
7 land spreading as an alternative. Jacobson told the committee that the sludge produced at the Plant
8 does not meet Class B requirements and would need additional treatment before spreading, the
9 land for spreading is needed for emergencies but, because of regulation changes, waste now needs
10 to be further processed before spreading. Stebor asked the committee to submit comments to
11 include in the Study.

12 13 **b. CMOM update**

14 Terry Stebor of Robert E. Lee and Associates gave Jacobson a “needs list” with questions that need
15 to be answered for the CMOM Study.

16 17 **c. Flooding and operational problems due to rain storm**

18 Jacobson reported that the heavy rain event in early September caused all three lift pumps to run
19 hard to keep up and they were losing ground. Changes were needed at the Plant to keep solids
20 from being washed out and to prevent overfeeding of chemicals. Jacobson reported that it was a
21 big problem but, compared to other communities, everything functioned well. He complimented
22 his staff for a job well done. Duffy asked how a system becomes compromised and Jacobson
23 explained that nearly 800,000 gallons flowed through the system, close to the 900,000 gallons per
24 day design parameters. There is a potential for back-ups in residential basements if the pumps
25 can't keep up with flow. He said generators are operated every two weeks to make sure they work
26 in case of a power outage.

27 28 **d. Ferric line rupture and repairs**

29 Jacobson reported that due to heavy rain the Ferric pumps were running hard which caused a back-
30 up, creating a hole in the Ferric line. Two electric motors on the Ferric system were compromised
31 and a flow meter was damaged. He said the repairs totaled approximately \$3,100.00. The flow
32 meter needed to be recalibrated three times and a module in the control panel was replaced at a
33 cost of approximately \$2,000.00. The pumps are making noise but there are replacement parts at
34 the Plant. The old pumps are 1990 models and may need to be replaced soon. Duffy asked if
35 there is a backflow-preventer and Jacobson said there is a pressure relief valve that malfunctioned.

36 37 **e. Flow meter calibration issues**

38 Jacobson said the flow meter paces the sampler and chlorine feed and was damaged due to the
39 heavy rain but is back on line.

40 41 **f. Scum and Drain pump repairs**

42 Jacobson reported repairs made to the scum and drain pump came to a cost of approximately
43 \$1,431.00.

44 45 **g. Septage blower motor repairs**

46 Jacobson reported the septage blower motor needed to be replaced at a cost of approximately
47 \$413.00

48
49
50

1 **h. Generator repairs**

2 Jacobson reported that every three years Great Lakes will inspect generators. During this visit they
3 found issues needing attention. Generator repairs were made at a cost of approximately \$3,000.00.

4
5 **i. Splitter box sluice gate repairs**

6 Jacobson said the splitter box, where the flow feeds from the East Clarifier to the West Clarifier,
7 needs repairs on the gate in the eighteen foot pit. Parts have been ordered.

8
9 **j. Plug valves and ditch operating valve repairs**

10 Jacobson said the valves controlling the return activator sludge feed-back to the ditch are
11 inoperable. Two valves have been replaced at a cost of approximately \$4,500.00. One more
12 valve will be replaced in the Spring. Jacobson said valves will also be replaced inside the building.

13
14 **k. Replacement/rebuilding of winter ditch covers**

15 Jacobson reported that an electric motor burned out at the winter ditch and was replaced at a cost
16 of approximately \$2,115.00. He said covers were repaired at a cost of approximately \$400.00.
17 The ditches are now winterized.

18
19 **l. New Lab Autoclave**

20 Jacobson reported that the Phosphorus Autoclave needed to be replaced at a cost of approximately
21 \$4,968.00. Jacobson reported that most of the expenses for repairs came from replacement funds.

22
23 **m. New dehumidifier**

24 Jacobson reported that a new humidifier was needed and replaced by a smaller, less expensive
25 model. Sauer asked if the list of repairs was long because the committee only meets every three
26 months now. Jacobson explained that was part of it, but the system is twenty five years old and
27 reaching an age where repairs and replacements will be more common. Duffy asked if the Capital
28 Improvement Project list is complete enough for planning replacements. Jacobson explained that
29 each piece of equipment is considered carefully and maintenance schedules are exercised weekly.
30 Forkert asked to see a report on Replacement Fund activity. Jacobson told the committee that
31 information is shown annually in the Compliance Maintenance Annual Report. M. Baker said she
32 updates the report on a monthly basis and will forward that report to the committee. Duffy said the
33 Replacement Fund Activity Report will be added to the next committee meeting agenda.

34
35 **n. Capacity report**

36 As presented.

37
38 **2. Administrative Related**

39 **a. 2015 Budget**

40 The draft of the Wastewater Treatment Plant section of the 2015 Budget was presented to the
41 committee. There was brief discussion of a few line items. *Baker made a motion, seconded by*
42 *Solomon to forward the Wastewater Treatment Plant section of the 2015 Budget to the Finance*
43 *Committee for approval. Motion carried – all Ayes.*

44
45 **b. Financial Report (through August 2014)**

46 The Financial Report for period ending August 2014 for the Wastewater department was presented
47 to the committee. There was a brief discussion regarding depreciation and replacement funds. *A*
48 *motion was made by Duffy, seconded by Solomon, to accept the Financial Report as presented.*
49 *Motion carried – all Ayes.*

50

1 **c. Confirm Plant status discussion for November 13, 2014 at 2:00 PM**

2 The committee confirmed a meeting of the Utility Committee – WWTP will be held on November
3 13, 2014 at 2:00 PM to discuss the Wastewater Treatment Plant ownership issue.

4
5 **3. Matters to be placed on a future agenda or referred to a Committee, Official, or Employee:**

6 Duffy asked that the Replacement Fund Activity Report be added to the agenda for the next
7 meeting of the Utility Committee - WWTP.

8 M. Baker will have necessary software installed on her computer for sending utility meeting packets
9 electronically.

10
11 **Adjournment:**

12 *A motion was made by Baker, seconded by Duffy, to adjourn the October 1, 2014 meeting of the*
13 *Utilities Committee- WWTP at 8:45 AM. Motion carried – all Ayes.*

14
15 Respectfully submitted,
16 Martha Baker
17 Utility Clerk

18
19 Name: h:\files\active\agendas\utilities\2014\2014_10\100714 water sewer stormsewer comm minutes - unapproved version 1.doc
20 Created: 10/10/2014 8:00 AM Printed: 12/30/2014 3:01 PM



December 11, 2014

Mr. John Lowry
Town Chairperson
Town of Liberty Grove
11161 Old Stage Road
Sister Bay, WI 54234

Dear John,

The Village and Town began the negotiations on the Wastewater Plant Intergovernmental Agreement in 2011 and settled three years later in 2013. One of the major sticking points was the issue of plant ownership. Ever since the settlement of the agreement and for most of 2014, the Village has attempted to respond to the Town's claim of plant ownership by scheduling numerous meetings for the purpose of resolving this claim. Of the nine meetings scheduled, eight were cancelled or delayed by The Town.

We no longer believe that negotiations by the Utility Committee will settle the ownership issue. The Village believes the record will show that it has attempted to promptly resolve this matter in good faith, and that, given the number of requests by Liberty Grove for meetings to be cancelled, that the Town is not willing to resolve the issue. The cancellations and/or delays of meetings is not consistent with the "promptly attempt in good faith" tenet outlined in Section 12.3 of the Agreement. To date, the Town has not submitted written documentation from the period 1971 through 1989 in support of its claim of ownership and demonstrating that the Village's documentation should be interpreted differently.

The Village wants this issue resolved now and not left for future generations of elected officials to figure out. Therefore, the Village wants to clearly state its position on plant ownership.

The Village owns the wastewater treatment plant, the main lift station and related force mains consistent with the original agreement.

The Village Board does not want this to linger further. Therefore, the Village is proposing that the Town choose one of these courses of action.

1. Accept the Village ownership position and respond in writing by February 1, 2015.
2. If by February 1, 2015, the Town representatives do not appear at noticed Utility Committee meetings to resolve the issue, then by default, the Town agrees that the Village owns the plant and releases all claims of ownership.

3. If the Utility Committee does meet prior to February 1, 2015 and is unable to reach a settlement on the ownership issue, then the Town agrees to proceed to mediation.
4. Based on the history of the issue, the complexity of the documentation, and positions expressed by committee members and board members on both sides, it is unlikely that negotiations between the two boards will resolve an issue that their representatives on the Utility Committee cannot. Therefore, on or before February 1, 2015, the Town agrees immediately to proceed to mediation as outlined in Section 12.3.

The Village is frustrated with the lack of progress on this issue and wants it resolved. I hope that the Town also wants the issue resolved and will accept one of the courses of action presented by the Village or propose an alternative that will resolve the issue by February 1, 2015.

Sincerely,

Pat Duffy
Chairman, Utilities Committee
Pat.duffy@sisterbaywi.gov

cc: zeke.jackson@sisterbaywi.gov



TOWN OF LIBERTY GROVE

County of Door

Town Hall: 11161 Old Stage Road
 Sister Bay, Wisconsin 54234
 Phone: 920-854-2934
 Fax: 920-854-7366
 tlibertygrove@dcwis.com

December 19, 2014

Pat Duffy
 Chairman, Utilities Committee
 Village of Sister. Bay
 PO Box 769
 Sister Bay, WI 54234.

Dear Pat:

The Town acknowledges receipt of your letter of December 11, 2014. I will answer your concerns and present the Town's position on ownership.

First, we were surprised to see a letter coming from the chairman of the Utilities Committee, as to the best of our knowledge no meeting of the committee has been held, with no authorization from the Committee to write this letter. No members of the Committee apparently were copied on this correspondence. We believe it more proper that the Committee should have first held a meeting, as this matter is to properly come before the Committee for discussion. We take exception to the statement "that the Town is not willing to resolve the issue". The Town Committee members have asked for postponement of the meetings for good cause, it should not be an indication to you of an unwillingness to solve the issue. I would remind you that the Village delayed the negotiation process for a new agreement for a substantial amount of time and the Committee did not meet until well after the timeline set forth in the 1988 agreement.

From the statements made about submitting documentation, it looks like the Village Board has discussed the issue, and "jumped the gun" if you will prior to the Committee meeting to discuss both sides of the issue.

Regarding the courses of action as proposed: 1. The Town does not accept the Village ownership position at this time. 2. We do not see how the Village can demand a default decision by the Town not appearing at a Utility Committee meeting. 3. Proceeding immediately to mediation would circumvent the agreement dated April 17 2013. 4. An assumption is made here that the Utility Committee cannot resolve this issue. It would seem that at least a meeting to discuss the issue would be good before proceeding to the next step.

The Town has held the position that the ownership issue should be settled as negotiated in the April 17 2013 agreement, that being: 12.3 (a)—the Utility Committee attempts to resolve, and if they cannot they notify the "parties" (the Town and Village), who then attempt to resolve the matter through negotiation; 12.3 (b)—if (a) fails the parties proceed to mediation; 12.3 (c)—mediation guidelines; 12.3 (d)—a settlement agreement would be an amendment to the Agreement; 12.3 (e)—parties will negotiate and mediate ownership before commencing an action in Circuit Court.

This being said, should the Village hold fast that the Utilities Committee will not come to a resolution of the matter before the Committee even meets on the subject, then, in the spirit of cooperation, the Town would entertain a proposal from the Village that the parties immediately proceed to mediation and begin the steps to implement that process. In keeping with the negotiated provisions of Sec. 12.3 of the Agreement, this request for mediation must come from the Village Board, and not the Utilities Committee, as their input and attempts will have been circumvented, with the process essentially out of their hands. Once this request is received, the Town Board will consider its options at a properly noticed Board meeting.

Sincerely,



John Lowry, Chairman
Town of Liberty Grove

Cc: Sister Bay Utilities Committee members

Dave Lienau, Village President

Zeke Jackson, Village Administrator

VILLAGE OF SISTER BAY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2014

WASTEWATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
<u>PUBLIC CHARGES</u>						
600-46410-20-0000	SEWER SERVICE - MULTI FAMILY	23,020.53	23,020.53	1.00	23,019.53	2,302,053.00
600-46411-20-0000	SEWER SERVICE - RESIDENTIAL	170,632.31	170,632.31	242,999.00 (72,366.69)	70.22
600-46412-20-0000	SEWER SERVICE - COMMERCIAL	96,302.01	96,302.01	170,000.00 (73,697.99)	56.65
600-46418-20-0000	LATE PAYMENT FEES	758.96	758.96	1,000.00 (241.04)	75.90
600-46436-20-0000	SEPTIC & HOLDING - SISTER BAY	2,399.61	2,399.61	3,000.00 (600.39)	79.99
600-46437-20-0000	SEPTIC & HOLDING-LIBERTY GROVE	54,148.85	54,148.85	60,500.00 (6,351.15)	89.50
600-46438-20-0000	SEPTIC & HOLDING - OTHER AREAS	1,368.39	1,368.39	2,500.00 (1,131.61)	54.74
600-46447-20-0000	UNMETERED WASTEWATER	22.75	22.75	.00	22.75	.00
	TOTAL PUBLIC CHARGES	348,653.41	348,653.41	480,000.00 (131,346.59)	72.64
<u>INTERGOVERNMENTAL CHARGES</u>						
600-47391-20-0000	FIXED SEWER METER CHARGES-LGUD	33,769.65	33,769.65	44,000.00 (10,230.35)	76.75
600-47392-20-0000	MEASURED SEWER SERVICE - LGUD	11,148.72	11,148.72	15,000.00 (3,851.28)	74.32
600-47394-20-0000	ADMIN CHARGES - LGUD (WW)	4,061.22	4,061.22	6,500.00 (2,438.78)	62.48
600-47396-20-0000	UNMETERED WASTEWATER - LGUD	92.40	92.40	150.00 (57.60)	61.80
600-47491-20-0000	SEWER SERVICE - VILLAGE (WW)	6,532.50	6,532.50	8,000.00 (1,467.50)	81.66
	TOTAL INTERGOVERNMENTAL CHARGES	55,604.49	55,604.49	73,650.00 (18,045.51)	75.50
<u>OTHER REVENUE</u>						
600-48110-20-0000	INTEREST/DIVIDENDS - WW	11,013.83	11,013.83	11,000.00	13.83	100.13
600-48200-20-0000	RENT FROM WW DEPT PROPERTY	1,080.00	1,080.00	1,080.00	.00	100.00
600-48951-20-0000	IMPACT FEES - WWTP EXPANSION	5,463.46	5,463.46	17,500.00 (12,036.54)	31.22
600-48990-20-0000	OTHER WWTP REVENUE	.00	.00	100.00 (100.00)	.00
600-48995-20-0000	MISC OTHER REVENUE	29.25	29.25	100.00 (70.75)	29.25
	TOTAL OTHER REVENUE	17,586.54	17,586.54	29,780.00 (12,193.46)	59.05
	TOTAL WASTEWATER REVENUE	421,844.44	421,844.44	583,430.00 (161,585.56)	72.30

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2014

WASTEWATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
600-62101-00-0000 WAGES - FULL TIME	57,683.15	57,683.15	107,362.00	49,678.85	53.73
600-62105-00-0000 WAGES, ADMIN - WW	6,872.31	6,872.31	8,923.00	2,050.69	77.02
600-62105-62-0000 WAGES, CLERK - WW	12,340.67	12,340.67	17,453.00	5,112.33	70.71
600-62110-00-0000 OVERTIME	3,058.91	3,058.91	2,544.00	(514.91)	120.24
600-62112-62-0000 PAID LEAVE - JOINT WWTP	10,275.93	10,275.93	.00	(10,275.93)	.00
600-62113-62-0000 COMP TIME USED	1,291.13	1,291.13	.00	(1,291.13)	.00
600-62115-00-0000 RETIREMENT	6,169.87	6,169.87	9,540.00	3,370.13	64.67
600-62120-00-0000 SOCIAL SECURITY	6,715.21	6,715.21	10,426.00	3,710.79	64.41
600-62125-00-0000 INSURANCE, MEDICAL	23,940.29	23,940.29	27,560.00	3,619.71	86.87
600-62130-00-0000 INSURANCE, DENTAL	2,036.27	2,036.27	2,167.00	130.73	93.97
600-62135-00-0000 INSURANCE, DISABILITY	842.69	842.69	1,084.00	241.31	77.74
600-62140-00-0000 INSURANCE, GROUP LIFE	248.13	248.13	304.00	55.87	81.62
600-62145-00-0000 INSURANCE, WORK COMP	4,094.48	4,094.48	6,332.00	2,237.52	64.66
600-62190-00-0000 BENEFIT FEES AND PENALTIES	56.09	56.09	22.00	(34.09)	254.95
600-62191-00-0000 VILLAGE CLERK REIMBURSEMENT	(15.08)	(15.08)	(743.00)	(727.92)	(2.03)
600-62193-00-0000 TKH CLERK REIMBURSEMENT	.00	.00	(594.00)	(594.00)	.00
PERSONNEL	135,610.05	135,610.05	192,380.00	56,769.95	70.49
600-62201-00-0000 TRAVEL/TRAINING - WASTEWATER	276.97	276.97	2,500.00	2,223.03	11.08
600-62210-00-0000 EXPENSE ALLOWANCE/MEALS	.00	.00	100.00	100.00	.00
600-62215-00-0000 UNIFORMS & CLOTHING	527.67	527.67	1,000.00	472.33	52.77
INDIRECT EMPLOYEE	804.64	804.64	3,600.00	2,795.36	22.35
600-62320-00-0000 ELECTRIC POWER	43,894.40	43,894.40	59,600.00	15,705.60	73.65
600-62325-00-0000 FUEL	10,032.19	10,032.19	8,750.00	(1,282.19)	114.65
600-62360-00-0000 TELEPHONES	915.63	915.63	1,100.00	184.37	83.24
600-62365-00-0000 CELLPHONES	588.39	588.39	875.00	286.61	67.24
600-62370-00-0000 INTERNET	561.42	561.42	775.00	213.58	72.44
600-62375-00-0000 TELEMTRY	571.68	571.68	775.00	203.32	73.77
UTILITY COSTS	56,563.71	56,563.71	71,875.00	15,311.29	78.70

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2014

WASTEWATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
600-62401-00-0000 OFFICE SUPPLIES & EXP.	1,365.45	1,365.45	2,000.00	634.55	68.27
600-62405-00-0000 COMPUTER HARDWARE/SOFTWARE	202.35	202.35	750.00	547.65	26.98
600-62410-00-0000 PRINTING & COPYING	843.49	843.49	1,500.00	656.51	56.23
600-62415-00-0000 POSTAGE & SHIPPING	923.10	923.10	1,650.00	726.90	55.95
600-62420-00-0000 DUES & PUBLICATIONS	1,634.56	1,634.56	1,700.00	65.44	96.15
600-62430-00-0000 CUSTODIAL SUPPLIES	220.70	220.70	250.00	29.30	88.28
600-62440-00-0000 MEDICAL/SAFETY SUPPLIES	662.23	662.23	750.00	87.77	88.30
600-62460-00-0000 TOOLS/MINOR EQUIPMENT	656.88	656.88	2,000.00	1,343.12	32.84
600-62461-00-0000 SLUDGE TREATMENT SUPPLIES	4,403.60	4,403.60	5,500.00	1,096.40	80.07
600-62465-00-0000 CHEMICALS	9,568.35	9,568.35	18,000.00	8,431.65	53.16
600-62470-00-0000 LAB SUPPLIES - WWTP	9,381.41	9,381.41	10,000.00	618.59	93.81
600-62490-00-0000 MISC. PLANT OPERATING SUPPLIES	.00	.00	500.00	500.00	.00
600-62495-00-0000 MISC. OTHER SUPPLIES	173.88	173.88	500.00	326.12	34.78
SUPPLIES	30,036.00	30,036.00	45,100.00	15,064.00	66.60
600-62501-00-0000 AUDIT	4,329.00	4,329.00	5,200.00	871.00	83.25
600-62502-00-0000 ACCOUNTING/SOFTWARE SUPPORT	1,411.60	1,411.60	2,500.00	1,088.40	56.46
600-62504-00-0000 INFORMATION TECHNOLOGY	498.93	498.93	260.00	(238.93)	191.90
600-62505-00-0000 ENGINEERING	4,014.00	4,014.00	.00	(4,014.00)	.00
600-62507-00-0000 TESTING	802.90	802.90	2,000.00	1,197.10	40.14
600-62510-00-0000 CONSULTING	1,777.30	1,777.30	5,000.00	3,222.70	35.55
600-62512-00-0000 LAUNDRY SERVICE	1,161.35	1,161.35	1,800.00	638.65	64.52
600-62515-00-0000 LEGAL SERVICES	488.04	488.04	2,000.00	1,511.96	24.40
600-62525-00-0000 PROPERTY/LIABILITY INS.	6,738.31	6,738.31	13,100.00	6,361.69	51.44
600-62530-00-0000 LEGAL NOTICES & ADS	.00	.00	250.00	250.00	.00
600-62551-00-0000 RUBBISH DISPOSAL	1,616.98	1,616.98	2,100.00	483.02	77.00
600-62553-00-0000 SNOW REMOVAL	168.22	168.22	.00	(168.22)	.00
600-62554-00-0000 LAWN MAINTENANCE	2,129.29	2,129.29	4,500.00	2,370.71	47.32
600-62561-00-0000 SLUDGE HAULING & PROCESSING	17,851.59	17,851.59	20,000.00	2,148.41	89.26
600-62595-00-0000 MISC. OTHER SERVICES	223.44	223.44	150.00	(73.44)	148.96
SERVICES	43,210.95	43,210.95	58,860.00	15,649.05	73.41
600-62601-00-0000 OFFICE EQUIPMENT	42.53	42.53	200.00	157.47	21.27
600-62605-00-0000 COMPUTER MAINTENANCE	.00	.00	250.00	250.00	.00
600-62620-00-0000 WWTP- BLDG & STRUCTURES MAINT.	1,700.34	1,700.34	10,000.00	8,299.66	17.00
600-62625-00-0000 WWTP- FIXED EQUIPMENT MAINT.	43,159.48	43,159.48	50,000.00	6,840.52	86.32
600-62630-00-0000 MAIN LIFT STATION/FORCE MAIN	7,558.70	7,558.70	10,000.00	2,441.30	75.59
600-62675-00-0000 EQUIPMENT RENTAL	650.00	650.00	.00	(650.00)	.00
MAINTENANCE	53,111.05	53,111.05	70,450.00	17,338.95	75.39

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2014

WASTEWATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
600-62701-00-0000 VEHICLE MAINTENANCE	450.64	450.64	2,000.00	1,549.36	22.53
600-62705-00-0000 EQUIPMENT MAINTENANCE	165.66	165.66	500.00	334.34	33.13
600-62710-00-0000 VEHICLE GAS/OIL/FLUIDS	2,462.36	2,462.36	4,000.00	1,537.64	61.56
600-62715-00-0000 EQUIPMENT GAS/OIL/FLUIDS	1,034.72	1,034.72	1,000.00	(34.72)	103.47
VEHICLES AND EQUIPMENT	4,113.38	4,113.38	7,500.00	3,386.62	54.85
600-62930-00-0000 BANK FEES & FINANCE CHARGES	152.90	152.90	250.00	97.10	61.16
600-62950-00-0000 MISCELLANEOUS OTHER EXP	22.20	22.20	.00	(22.20)	.00
600-62971-00-0000 DEPRECIATION EXP - WWTP	196,650.00	196,650.00	263,105.00	66,455.00	74.74
600-62975-00-0000 OTHER NON-OPERATING EXP - WW	.00	.00	2,000.00	2,000.00	.00
600-62986-00-0000 INTEREST ON LONG-TERM DEBT-WW	12,578.75	12,578.75	25,158.00	12,579.25	50.00
MISCELLANEOUS	209,403.85	209,403.85	290,513.00	81,109.15	72.08
TOTAL WASTEWATER EXPENDITURES	532,853.63	532,853.63	740,278.00	207,424.37	71.98
NET REVENUES OVER EXPENDITURES	(111,009.19)	(111,009.19)	(156,848.00)	(369,009.93)	(70.78)

Village of Sister Bay Capacity Report
TOTAL Plant Loads

Month/Yr	Hydraulic Flow		0.945
	Tot mg/mo	Avg mgd	% Usage
January-2014	4.4400	0.1432	15.16
February-2014	3.7420	0.0969	14.14
March-2014	4.0010	0.1291	13.66
April-2014	12.0230	0.4008	42.41
May-2014	6.4150	0.2069	21.90
June-2014	6.6840	0.2228	23.58
July-2014	9.4500	0.3048	32.26
August-2014	8.9320	0.2881	30.49
September-2014	8.4430	0.2814	29.78
October-2014	8.3320	0.2688	28.44
November-2014	4.6520	0.1551	16.41
December-2013	6.2510	0.2016	21.34
Tot mg/Yr=	83.3650	Yrly Ave % Use =	24.13

Month/Yr	BOD5		2369
	Tot lbs/mo	Avg lbs/dy	% Usage
January-2014	6799	219	9.26
February-2014	6740	267	10.16
March-2014	7657	247	10.43
April-2014	11116	371	15.64
May-2014	14637	472	19.93
June-2014	20961	699	29.49
July-2014	27325	881	37.21
August-2014	31342	1011	42.68
September-2014	27961	932	39.34
October-2014	20115	649	27.39
November-2014	9003	300	12.67
December-2013	9287	300	12.65
Tot lbs/Yr=	192943	Yrly Ave % Use =	22.24

Month/Yr	TSS		2176
	Tot lbs/mo	Avg lbs/dy	% Usage
January-2014	6642	214	9.85
February-2014	5742	214	9.42
March-2014	6828	220	10.12
April-2014	12942	431	19.83
May-2014	15702	507	23.28
June-2014	17496	583	26.80
July-2014	24026	775	35.62
August-2014	27568	889	40.87
September-2014	27413	914	41.99
October-2014	22559	728	33.44
November-2014	8048	268	12.33
December-2013	10963	354	16.25
Tot lbs/Yr=	185929	Yrly Ave % Use =	23.32

Month/Yr	TP		102
	Tot lbs/mo	Avg lbs/dy	% Usage
January-2014	235.0	7.6	7.43
February-2014	141.7	5.8	4.96
March-2014	203.0	6.5	6.42
April-2014	384.7	12.8	12.57
May-2014	407.6	13.1	12.89
June-2014	473.4	15.8	15.47
July-2014	663.1	21.4	20.97
August-2014	689.7	22.2	21.81
September-2014	592.0	19.7	19.35
October-2014	433.0	14.0	13.69
November-2014	211.3	7.0	6.91
December-2013	271.5	8.8	8.59
Tot lbs/Yr=	4706.0	Yrly Ave % Use =	12.59

Village of Sister Bay Capacity Report
Sister Bay Loadings

Month/Yr	Hydraulic Flow		0.62
	Tot mg/mo	Avg mgd	% Usage
January-2014	3.7360	0.1205	19.44
February-2014	3.1400	0.1121	18.09
March-2014	3.4100	0.1100	17.74
April-2014	10.6800	0.3560	57.42
May-2014	5.3590	0.1729	27.88
June-2014	5.4550	0.1818	29.33
July-2014	7.2140	0.2327	37.53
August-2014	6.9880	0.2254	36.36
September-2014	6.7940	0.2265	36.53
October-2014	6.8590	0.2213	35.69
November-2014	4.1130	0.1371	22.11
December-2013	5.2733	0.1701	27.44
Tot mg/Yr=	69.0213	Yrly Ave % Use =	30.46

Month/Yr	BOD5		905
	Tot lbs/mo	Avg lbs/dy	% Usage
January-2014	5643	182	20.12
February-2014	5579	199	22.01
March-2014	6488	209	23.12
April-2014	8762	292	32.27
May-2014	11560	373	41.20
June-2014	16422	547	60.49
July-2014	20256	653	72.20
August-2014	23152	747	82.53
September-2014	19879	663	73.22
October-2014	14798	477	52.75
November-2014	7616	254	28.05
December-2013	7633	246	27.21
Tot lbs/Yr=	147788	Yrly Ave % Use =	44.60

Month/Yr	TSS		1076
	Tot lbs/mo	Avg lbs/dy	% Usage
January-2014	5338	172	16.00
February-2014	4749	170	15.76
March-2014	5780	186	17.33
April-2014	9848	328	30.51
May-2014	11329	365	33.96
June-2014	8685	289	26.90
July-2014	18028	582	54.05
August-2014	18692	603	56.04
September-2014	16191	540	50.16
October-2014	11793	380	35.35
November-2014	6389	213	19.79
December-2013	9083	293	27.23
Tot lbs/Yr=	125905	Yrly Ave % Use =	31.92

Month/Yr	TP		54
	Tot lbs/mo	Avg lbs/dy	% Usage
January-2014	185.6	6.0	11.09
February-2014	112.0	4.0	7.41
March-2014	164.9	5.3	9.85
April-2014	303.0	10.1	18.70
May-2014	301.5	9.7	18.01
June-2014	350.0	11.7	21.61
July-2014	452.9	14.6	27.05
August-2014	473.7	15.3	28.30
September-2014	408.5	13.6	25.21
October-2014	289.7	9.3	17.31
November-2014	166.7	5.6	10.29
December-2013	212.5	6.9	12.69
Tot lbs/Yr=	3421	Yrly Ave % Use =	17.29

Village of Sister Bay Capacity Report
Liberty Grove Utility District #1

Month/Yr	Hydraulic Flow		0.059
	Tot mg/mo	Avg mgd	% Usage
January-2014	0.4465	0.0144	24.41
February-2014	0.3750	0.0110	22.69
March-2014	0.4040	0.0110	22.07
April-2014	0.9990	0.0333	56.44
May-2014	0.5005	0.0161	27.36
June-2014	0.5094	0.0170	28.78
July-2014	0.8739	0.0282	47.78
August-2014	0.8468	0.0273	46.30
September-2014	0.8155	0.0272	46.07
October-2014	0.7500	0.0242	41.01
November-2014	0.2500	0.0083	14.12
December-2013	0.6813	0.0220	37.25
Tot mg/Yr=	7.4519	Yrly Ave % Use =	34.52

Month/Yr	BOD5		105
	Tot lbs/mo	Avg lbs/dy	% Usage
January-2014	674	22	20.70
February-2014	665	24	22.63
March-2014	767	25	23.56
April-2014	810	27	25.72
May-2014	1076	35	33.06
June-2014	1531	51	48.62
July-2014	2450	79	75.26
August-2014	2795	90	85.87
September-2014	2328	78	73.90
October-2014	1600	52	49.14
November-2014	461	15	14.64
December-2013	983	32	30.21
Tot lbs/Yr=	16140	Yrly Ave % Use =	41.94

Month/Yr	TSS		101
	Tot lbs/mo	Avg lbs/dy	% Usage
January-2014	637	21	20.33
February-2014	566	22	20.03
March-2014	683	22	21.82
April-2014	907	30	29.94
May-2014	1050	34	33.52
June-2014	792	26	26.13
July-2014	2182	70	69.69
August-2014	2242	72	71.62
September-2014	1814	60	59.86
October-2014	1218	39	38.91
November-2014	385	13	12.70
December-2013	1171	38	37.41
Tot lbs/Yr=	13647	Yrly Ave % Use =	36.83

Month/Yr	TP		5
	Tot lbs/mo	Avg lbs/dy	% Usage
January-2014	22.1	0.7	14.27
February-2014	13.3	0.6	9.52
March-2014	19.3	0.6	12.44
April-2014	28.0	0.9	18.67
May-2014	28.0	0.9	18.04
June-2014	32.6	1.1	21.71
July-2014	54.5	1.8	35.16
August-2014	56.9	1.8	36.70
September-2014	47.5	1.6	31.68
October-2014	31.0	1.0	19.99
November-2014	10.0	0.3	6.69
December-2013	27.2	0.9	17.56
Tot lbs/Yr=	370.5	Yrly Ave % Use =	20.20

Village of Sister Bay Capacity Report
Town of Liberty Grove

Month/Yr mmmm-yyyy	Hydraulic Flow		0.266
	Tot mg/mo	Avg mgd	% Usage
January-2014	0.2570	0.0083	3.12
February-2014	0.2267	0.0081	3.04
March-2014	0.1880	0.0061	2.28
April-2014	0.3440	0.0115	4.31
May-2014	0.5550	0.0179	6.73
June-2014	0.7205	0.0240	9.03
July-2014	1.3620	0.0439	16.52
August-2014	1.0973	0.0354	13.31
September-2014	0.8340	0.0278	10.45
October-2014	0.7230	0.0233	8.77
November-2014	0.2890	0.0096	3.62
December-2013	0.2960	0.0095	3.59
Tot mg/Yr=	6.8925	Yrly Ave % Use =	7.06

Month/Yr mmmm-yyyy	BOD5		1359
	Tot lbs/mo	Avg lbs/dy	% Usage
January-2014	481	16	1.14
February-2014	496	18	1.30
March-2014	403	13	0.96
April-2014	1544	51	3.79
May-2014	2001	65	4.75
June-2014	3007	100	7.38
July-2014	4619	149	10.96
August-2014	5395	174	12.81
September-2014	5754	192	14.11
October-2014	3718	120	8.82
November-2014	927	31	2.27
December-2013	671	22	1.59
Tot lbs/Yr=	29016	Yrly Ave % Use =	5.82

Month/Yr mmmm-yyyy	TSS		999
	Tot lbs/mo	Avg lbs/dy	% Usage
January-2014	668	22	2.16
February-2014	426	11	1.52
March-2014	365	12	1.18
April-2014	2188	73	7.30
May-2014	3323	107	10.73
June-2014	8019	267	26.76
July-2014	3816	123	12.32
August-2014	6634	214	21.42
September-2014	9408	314	31.39
October-2014	9548	308	30.83
November-2014	1274	42	4.25
December-2013	708	23	2.29
Tot lbs/Yr=	46377	Yrly Ave % Use =	12.68

Month/Yr mmmm-yyyy	TP		43
	Tot lbs/mo	Avg lbs/dy	% Usage
January-2014	27.2	0.9	2.04
February-2014	16.4	0.6	1.36
March-2014	18.8	0.6	1.41
April-2014	53.7	1.8	4.16
May-2014	78.1	2.5	5.86
June-2014	90.8	3.0	7.04
July-2014	155.8	5.0	11.68
August-2014	159.1	5.1	11.94
September-2014	136.0	4.5	10.54
October-2014	112.3	3.6	8.42
November-2014	34.6	1.2	2.68
December-2013	31.7	1.0	2.38
Tot lbs/Yr=	914.5	Yrly Ave % Use =	5.79