UTILITIES COMMITTEE – (WWTP) MEETING AGENDA

Tuesday, July 14, 2015 at 7:30 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	
	Village Administrator – Zeke Jackson			*Utility Manager – Steve Jacobson*	
	Utility Supervisor – Mike Schell			*Utility Clerk – Martha Baker*	
	Town Administrator – Bud Kalms				

Approval of the Agenda
Approval of minutes as attached
Comments and Correspondence

Discussion Items

1. *Administrative related*
   a. 2015 Sewer Rate Study
   b. 2015 2nd Quarter Financial Report
   c. 2014 Audited Financial Report
   d. 2014 Wastewater Treatment Plant replacement fund activity report
   e. Safety Program proposal
2. *Plant related*
   a. Capacities Report
   b. Water Still boiler replacement
   c. Oven replacement
   d. Sludge concentrator polymer mixing tank repairs
   e. Aeration basin dissolved oxygen control issues and new motor purchase
   f. Effluent sampler signal control issues
   g. Sludge and arsenic sampling
   h. Main Lift Station valving issues
   i. Main Lift Station pump inspection concerns
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

UTILITIES COMMITTEE - WWTP
COMMITTEE MEETING MINUTES
Tuesday, January 6, 2015
Sister Bay Fire Station
2258 Mill Road
(Unapproved Version)

The January 6, 2015 meeting of the Utilities Committee was called to order by Committee Chair Patrick Duffy at 7:03 AM.

Present: Committee Chair Patrick Duffy, and Members Scott Baker, Shane Solomon (arrived at 7:06 AM), Frank Forkert, Peter Sauer and Fred Anderson.

Staff Members: Village Administrator Zeke Jackson, Utility Manager Steve Jacobson, Utility Supervisor Mike Schell, Finance Director Juliana Neuman, Utility Clerk Martha Baker and Town Administrator Bud Kalms

Also Present: Village Consultant Bob Kufrin.

Approval of the Agenda:
Motion was made by Forkert, seconded by Baker, to approve the January 6, 2015 agenda as presented. Motion carried – all Ayes.

Approval of the October 7, 2014 meeting minutes:
Motion was made by Baker, seconded by Sauer, to approve the October 7, 2014 meeting minutes as presented. Motion carried – all Ayes.

Public Comments and Correspondence
(All discussion regarding plant ownership has been transcribed)
Duffy: First we're going to acknowledge two letters, one that the Village sent to the Town and one where the Town replied. Just as a point of clarification or background information, so everyone knows the way this came about, the Village's Administrative Committee met and wanted to see some movement in this matter so asked Zeke to draft a letter. It was the intent of the Village President to sign the letter but he had left on vacation but wanted to get it out before the end of the year. In his absence they asked me to sign it, I didn't realize there was a potential procedural faux pas, if you will, but it was the intent that that was coming from the direction of the Village President and the Administrative Committee. That's the only reason why, there wasn't any, "we don't want the committee to meet on this" or anything else and if fact we've got it posted and we'd like to discuss it today.
Sauer: OK, when you send a letter from, for Dave *(Lienau)* why don't you indicate that Dave... When you signed it... so it's obvious...
Jackson: We had some discussion at the staff level about this originally on the letter that Dave Lien au's name was on it and then Dave left for vacation. And so we thought, OK who's the appropriate member to send this and I asked Pat *(Duffy)*. I felt it appropriate to have the committee chair send the letter. And Pat said, "OK."
Sauer: You know, in this case, it should have been from the Board, so...
Duffy: Like I say, we can *(unintelligible)*, but that's who generated the request for the letter to be drafted, asked Zeke to draft it and intended on sending it that way but... So that's FYI.

Discussion Items

1. <u>Administrative Related</u>:

a. Discussion on mediation regarding the issue of Plant ownership

Duffy: So, in that regard we'd like to have a discussion on mediation regarding the issue of Plant ownership. And what I'm actually going to do is turn this over to Bob *(Kufrin)* to start that.

Kufrin: Good morning. I think the best way to start is to just briefly review the Section 12.3 process that was extensively negotiated between the Village and Town so that everybody makes sure that they know where we are in this process.

Forkert: Bob, excuse me, I thought we were going to discuss these two letters first, not what you think we should talk about. And who is right, the Village or the Town? I think if the Town is correct in their response we should proceed according to that. Is that what you're doing?

Jackson: That's what he's doing.

Kufrin: That's the intention, the intention was for the Town to make its presentation regarding Plant ownership and then for the Village to make its presentation on Plant ownership. And then for the committee to make some kind of decision, whatever decision that is.

Forkert: OK, but not at this meeting.

Kufrin: But that's...

Forkert: What's the purpose of your being here?

Kufrin: Well, the purpose...

Forkert: Why are you here?

Kufrin: I'm here because the Village asked me to be here. And the purpose of this item on the agenda was to discuss the Town's and Village's ownership presentations, which had been...

Anderson: That's not what the agenda item says, Bob.

Forkert: That's correct.

Jackson: Discussion on mediation regarding the issue of Plant ownership. That's exactly...

Forkert: Talking about mediation, not talking about the issues to be taken up at mediation.

Kufrin: I guess the committee could decide then to just proceed to mediation.

Duffy: We were thinking, based upon the letter, what it seemed like the Town wanted was for this committee to discuss it.

(All talking at once)

Jackson: It would be apparent that two things will need to take place today. One, or the other, which is that we need to have a discussion about moving this towards mediation or, in the 12.3 process, which is what Bob was talking about, that we would make our presentations. All under this context of discussion of mediation and that's what we have continued down the path of. So, are you guys prepared today to have a conversation?

Anderson: No.

Sauer: No.

Jackson: OK. We've received your documents...

Sauer: Yeah, we're not prepared to make a presentation, we didn't understand...

Anderson: I took this agenda item to mean that we were going to have the conversation leading up to the conversation of the two points that you, um, that you just indicated.

M. Baker: Hasn't the committee had that conversation already?

Anderson: No.

Solomon: Respectfully, I'm probably the newest member on this committee and I've been here for two years and I think I've seen maybe seven or eight meetings where that was what was discussed, is leading up to our presentations. Um, and this is not any disrespect to anybody, I think at this point, since neither of us can seem to find a common ground to figure something out, we're handing over to a third party mediator, so feelings and relationships aren't damaged anymore is probably the best option.

Anderson: Shane *(Solomon)*, I agree with you completely, OK, I agree with what you just said, completely. This, I guess the point I'm trying to make is, this agenda item does not indicate, and I know the three of us were not prepared to show up with a stack of papers like this, this morning, to have that conversation.
Solomon: OK.
Anderson: And I'm, I guess, well I'm, I need not say anything more, other than, um, my thought process on what discussion on mediation is as an agenda item is different than what was drafted.
Jackson: What would your thought process be on this, Fred *(Anderson)*?
Anderson: As I stated, see, what I thought we were going to do this morning was have a conversation and try to find, try to find a date where we could have the presentations and do those kinds of things.
M. Baker: How many times have we done that already?
Jackson: I guess...
Solomon: Many.
Duffy: Well, I've got a question. So, Peter *(Sauer)* and Frank *(Forkert)*, do you share Fred's, and correct me if I'm wrong here, share Fred's opinion that it would be a good idea to go to mediation? Having a third party help the two parties to come together to resolve this issue?
Forkert: Peter, I think the procedural thing was that this committee was supposed to look at the issues and seek coming to an answer. This would avoid mediation and the expenses and the time for both of the parties. And I think, what I feel speaking for myself, is this committee should sit down and look at the issues. Ahh, I don't think this is a point where we have to take a meeting, whether it's business to be done to take this issue. I believe previous meetings were set up, some we couldn't come to, some we weren't ready for, but I think the procedure is if we can sit down like gentlemen and discuss this issue, maybe through better understanding of each other's positions, we can come to a solution that would resolve the ownership issue. There are a lot of things that haven't been considered up til now.
Duffy: So, there's new information that the negotiating committee didn't hear during its two years of discussions?
Forkert: Well, we have new members that may not be familiar with all those things.
Duffy: OK, is there new data, though, that the Negotiating Committee did not already hear, consider, and determine wasn't agreeable?
Kalms: The negotiating committee didn't discuss ownership. It was not discussed, it was...
Duffy: At first we started, we had several meetings where we heard your presentation and we had discussion meetings and we determined that after many meetings we couldn't come to terms on the ownership so then we put it to the side and went with the agreement. I could be wrong but I'm thinking there were a good half a dozen meetings solely on the ownership, listening to both sides opinions and once we determined that, hey, this just isn't working, we said OK lets at least get an operating agreement and then we'll come back to ownership, after we have the agreement.
Forkert: I don't think we've come back to that yet. To review it from both sides. Our side would like to make a presentation with experts, which we've not done in the past. It's been so long since those experts came and spoke for us. Uh, I don't think there should be a rush to get this right because I think we'd save an awful lot of money and an awful lot of time if honest, good thinking people on this committee got together and reviewed things once again, thoroughly, with presentations. And it's been in order for some time for the Town to do this, we're not ready yet.
Kufrin: I thought the Town submitted their documentation back in October.
Forkert: That's not presentation.
Jackson: Who's going to make the presentation on behalf of the Town?
Forkert: This is yet to be decided to a certain extent. We have both the legal counsel and the engineer.

Jackson: Hang on. We've established a number of meetings where the Town has said we want to be able to present. So at this point I would expect that the Town has already got someone appointed to make a presentation *(unintelligible)*.
Forkert: We do have those people. We have to get them together. We have to have a meeting where we can sit down and take it in order as it was set up to do.
Duffy: OK, well, what you're saying is, if we were to say, OK let's set a date, you're not ready as of today, to make a presentation. So if we said, let' make the meeting next Monday, in all likelihood you wouldn't, the Town wouldn't be ready.
Forkert: We have to get people in, we have to set a time, and I think our administrators can engineer that and get a meeting as soon as feasible.
Jackson: I would disagree, sir. I would say that Bud *(Kalms)* and I have made numerous attempts to set this up and for whatever reason it would appear as if we cannot. I'm going to call your attention to this, maybe this is the discussion that we would all have, if we could. Take a peek at Section 12.3 and review that process and, Bob, I'd ask you to speak on that, right. What would trigger mediation, what is the Village's thought on that and what is the committee's thought on that and what is the Town's thought on that? And understand that this is a section of the whole but we'll at least get up to a point where we can agree on that piece.
Kufrin: This section, 12.3, was negotiated over about a four-month period. The discussion really revolved around somewhat empowering the utility committee to make decisions. That was the original intent, empowering the utility committee to make decisions, and then it evolved into if there were disputes over the operation. And that's a very nebulous term, but if there are disputes, controversies, or claims arising out of the agreement, the utility committee shall promptly and in good faith, and the discussion, our thought was there that it should occur reasonably quick and this issue has now been going on for almost two years, in good faith to resolve the matter. If it's unable to, if the committee is unable to resolve it then it's supposed to report to the parties and the parties are the two respective boards. Then the two, the Village and Town, shall attempt in good faith to resolve the matter through negotiation. The challenge there is if the two communities' experts are unable to resolve the matter, is it likely that the boards will? That's the challenge in that respect. If it can't be resolved through negotiation then it proceeds to mediation in an attempt to resolve it. Each party will propose an impartial mediator. And that's, you know, whoever someone thinks, there's a variety of different types of people, but to have an impartial mediator. If the parties can't agree on a mediator then it goes to the Chairperson of the Alternative Dispute Resolution Committee of the State Bar, which is a group that has mediators. If that person is unable or unwilling to do so then it goes to the Circuit Court and the Circuit Court Judge makes an appointment. If the mediation is unsuccessful or if no mediator has been appointed within ninety days of the request, the thought was that this process is to move along, so, if they can't do it in ninety days then either party may commence an action in Circuit Court. Each party is responsible for their own litigation expenses. The composition of the mediation team will be determined by each party. So there's no restriction on the number or who is there. The time and date, location, and number of mediation sessions will be determined by an agreement of the parties and the mediator. And the time it takes for the mediator to schedule and get all those things arranged, that process itself, I mean, and I've done labor mediation, and that process can take six months if not more, from when you start to when you're really working through the process. If the parties and the mediator are unable to agree on the date, time, and location it will be determined by the mediator, him or herself. And if the parties can't agree, ultimately the mediator is in charge and says this is where we're going to be. The mediator will establish the format and the rules for the meetings. So the mediator is the in-charge person at that point. The costs of the mediation will be equally shared by the parties. So the mediator has expenses and whatever those bills are the parties share that. If a party fails to attend without five days, if a meeting is scheduled and somebody just doesn't show up, that party is responsible for bearing all the costs for that session,

without five days' notice. So if you just don't show and the mediator's there, it's kind of like paying for an inspector, if the works not there and he shows up, he bills you. A settlement of the agreement made during the course of meditation upon approval of the parties shall be deemed an amendment to this agreement enforceable by either party. So, the thought was, if the mediator reaches a settlement of the parties, then the two sides are expected to recommend to their respective boards to approve the agreement, or, approve the settlement. It's still up to the two boards though, to do that. Notwithstanding section 2.h of the agreement, which referred to Plant ownership, the parties agree to any claim of the Town of an ownership interest in the Wastewater Plant, they'll negotiate and mediate a claim in accordance with these sections before either party commences a claim in Circuit Court. So, this section, as it evolved, basically first started the process with the utility committee to try and resolve the issue. Some could be big issues like Plant ownership; that was certainly called out, but there could be other issues as well. And if the committee is unable to resolve it then it went to the respective boards. So, I think the thought in tackling, and I think, Bud, and I guess, Peter, Fred, Frank, when this was going on it was that it would move along relatively quickly so that the issues just don't linger and linger and linger. So, that's section 12.3 and it was for the committee to have a session to review, each review, either presentation and try and see if there's a way to agree, a way to settle it.

Duffy: And the letter, the letter that the Village, I wound up signing, but it was the intent that that was the notification part, that the Village had thought that we've given this multiple chances to come together and since we haven't been able to come together in a reasonable amount of time, this is the Village's notice that we believe the best course of action is to go to mediation.

Forkert: But that letter doesn't state that, number one, number two, to simplify what Bob has been going through, I think it's been the assumption from our committee, and I'll defer to Peter and Fred and Bud, uh, I think we're still at the first session and I think we should like to make a presentation as we thought a few weeks ago, uh, and then the Village will make a presentation and then this committee will sit down. So there are four levels here, if you simplify what Bob went through by reading, it's at the committee level, if they can't decide then it goes to the board's level. If the boards can't decide then it goes to mediation. And if it doesn't decide at mediation then either party can take it to Circuit Court. Is that a...

Duffy: Except that for the last couple of years, Frank, we have in good faith set meetings that were, you're today telling us you're still, the Town is still not ready. How can you in good faith set a meeting knowing you're not ready? If you're not ready now, you sure as hell weren't ready two months ago, three months ago, and six months ago.

Forkert: ...didn't know this was going to be a meeting.

Duffy: OK.

Forkert: We weren't properly noticed.

(All talking at once)

Duffy: OK, OK, well, let's get beyond this meeting...

(All talking at once)

Sauer: OK, Pat is your definition of what prompts action is a little bit different than ours. We're trying to set a meeting between two different municipal parties here, and that's not easy and we want to bring in our experts and things like that, it's difficult. And you've run into problems trying to set the meetings and we've, you know, we've had more problems than you maybe have, but I think we're still in the position, we'd like to try to set a meeting, get our people in here and make our presentation because the people that are on the present committee were not the people that were in the negotiating committee and so we've got a different personnel here to make a presentation to.

Kufrin: Pat, do you want to caucus for a minute?

Jackson: Yeah.

Solomon: Sure.

Duffy: Go into the hall, or what do you want to do? Who's part of this?
Kufrin: Well, it would be the Village.
Duffy: Be right back.
(Duffy, Baker, Solomon, Jackson, and Kufrin left the room) 7:27 AM.
(Duffy, Baker, Solomon, Jackson, and Kufrin returned to the room) 7:31 AM.
Duffy: OK, thank you for your patience.
Forkert: Mr. Chairman, will you let us know in your book of rules where you took your side out of here and had a separate meeting? I thought everything was supposed to be open and before the joint committee. What are the rules that permit you to do that?
Duffy: I would offer that at any time if you want, and the Town, to caucus privately, I'd be all in favor of it, Frank.
Forkert: We would have to ask and we probably would...
Duffy: OK.
Forkert: ...it's not in the rules.
Duffy: OK.
Forkert: I think what has happened is beyond the rules. Period.
Duffy: OK. I don't know what, ah, procedural, you know, thing, but what the Village would like to do is make a motion that we feel the committee has in good faith attempted multiple times to take this issue up and is unable to do so. And we would like to make the motion that we present to the board our recommendation to move this to mediation.
Solomon: I'll second the motion.
Duffy: All in favor?
Duffy, Baker, Solomon: Aye.
Duffy: All opposed?
Forkert, Sauer, Anderson: Aye.
Duffy: OK.
Jackson: Mr. Chairman, it appears we have a split committee and based on the rules outlined in the 12.3 process, the default has been referred over to the respective boards to move this on to mediation as indicated in the letter from Liberty Grove.
Forkert: I'd like to make a comment, Zeke *(Jackson)*. When a motion is made there's always an opportunity for discussion. People have to vote is all, and there's no opportunity to discuss this issue beforehand and I think, again, this is a matter of process. Just forsaking the rules; do what you want to do.
Duffy: What we want to do, Frank, is for both parties to move on from this matter. And after many years and many attempts we haven't been able to do so.
Forkert: Now we're having a discussion we should have had before the vote.
Duffy: We did have, we've had this discussion at about six meetings, Frank.
(All talking at once)
Anderson: Pat, I'm sorry but you didn't call for discussion before the vote.
Duffy: OK, I will, what can I do? Rescind the vote?
Jackson: Make a motion to reopen this item for discussion. You already have a motion, a second, and a vote on the floor that's been established. You're simply discussing that agenda item.
Duffy: OK, my apologies for not allowing discussion. I will happily reopen for discussion. Frank, the floor is yours.
Forkert: I didn't ask for the floor.
Duffy: You did. You said you wanted discussion, you specifically wanted discussion. The floor is yours.
Forkert: OK, well let's look at the history of this thing. And I think this is the type of discussion we should have had before we had the vote. Starting in 1998 the Town came to the Village and many, many times with correspondence between the Town Chairman and the Village Chairman. They

were ignored for months and months at a time. This is sixteen years ago. The Village dragged its feet all that time until about three years ago or two years ago when we set up this committee. Do you know the exact date, Bob, when this committee was set up?
Kufrin: You're saying that...
Forkert: When the rules for procedure were set up for the committee?
Kufrin: ...excuse me. You're saying that the Town sent the Village letters in 1998?
Forkert: We wanted to get together to resolve the issue because the '88 agreement issue said that we would get together before '98 to update the agreement.
Kufrin: You mean 2008.
Forkert: 2008.
Kufrin: I'm trying to make sure...
Forkert: Thank you for the correction. This went on until we finally set up this committee. And if I remember correctly, I don't have the papers with me; we set up rules that that committee was going to operate under.
Kufrin: That's correct, and there was, I was the one that was managing the Village's side of that issue for some time. It took a lot of research to find the documentation. I believe in 2010 the utility committee worked for about a year and a half to develop and agree on a spreadsheet that showed the depreciation schedule. There was discussion between the auditors and the engineers on the relative values of the different parts of the Plant, the initial investments made, the formulas. And this committee spent a lot of time looking at those numbers and agreeing that the methodology was correct. Once that was done, which was a really important part of it, I mean, you almost needed to do that before you did anything else. That's when we started the negotiation between the Village and the Town on the operating agreement. The first one that was done was the Sanitary District, or excuse me, the Utility District, and that one was done and then the agreement with the Town. Those negotiations took place over about a two-and-a-half year, almost a three year period. The net result of the negotiation with the Town was that the Village and Town both agreed that the agreement did not address the issue of Plant ownership, that it addressed how it was going to operate, what services the Village was going to provide, what responsibilities the Village had. There were lots of meetings and discussions on ownership and the committee was unable to resolve it. And subsequent to that, then there was other documentation provided to the Town on Plant ownership. It wasn't attorney opinions; it was documentation from the '86 to '90 period that showed the process of how the intergovernmental, the first intergovernmental agreement between the two parties worked out, which basically said the Village owned the Plant and the Town was buying capacity. I think the negotiating sessions, even though they were very long and lengthy, I think they were a good educational experience for both sides, for the Village to get some idea of what the Town's position was and how the Town felt on the issues, and hopefully for the Town members and the Town Board members and the Town negotiating committee members, to get a better understanding of how the utility operated. So even though it was very long and lengthy I think it was a good learning experience and it was, I think the Village's intent, was it strengthened the relationship and improved the relationship between the two communities, particularly in the language on the role of the utility committee. I think that was substantially different from the original agreement, and I think the intent was that there would be better partnership. And the ownership issue has really been kind of festering ever since. I mean, it was festering in 2010, 2008 and all this process has done, to me all the meetings have done nothing to resolve that issue. They just keep it going and have done nothing to resolve it. And I'm not sure that, in my personal opinion, that the parties, it's almost like, I hate to say it, it's almost like, it's just very hard for me to imagine that the two parties will amicably reach an agreement that all of the respective board members, Village board members and Town board members will say that's right. And I think that's where the mediator comes in and can help solve it. Keep everybody's feet to the fire.

Kalms: But the bottom line was as we approach the expiration of the original agreement, the '88 agreement, the Town level discussions and inquiries were, we need to get together to work on this agreement per the, and I forget the time-line, we were supposed to start before the expiration of the '88 agreement, we weren't getting a response from the Village and I think we started, probably a year or two years after we should have started on that agreement and we weren't getting any response until John Lowry and I went in to your office that day before Christmas and said the Town was frustrated and we want to get going on this. If there's no answer from the Village we're just going to go to arbitration. And then we had some discussion that day and then after that, I don't remember exactly when, we did get going on it. But it was substantially after the provisions in the original contract that we should have started negotiating. So, whether that was one or two years, now we're looking at one or two years on the ownership issue, I think there's still time for us to get together. Let's set a date, a drop-dead date, and if nothing happens by then we, if one of our consultants is out of town, she periodically is, and if nothing happens by that date turn it over to the boards.

Kufrin: I guess the question I have though is that, there's a series of records, historical records, that show the process that the two communities went through back in '85 to '90, roughly a five-year period, there's historical records that show a vigorous exchange of opinions between the two parties. And that exchange was codified in that agreement, which said the Village owned the Plant. Now, if you're saying that a consultant or an attorney is going to come in and say the past twenty, all that five year period of negotiation and everything that's happened it's really a legal issue, it's really a matter of attorneys talking, how are the committee members going to be able to understand or agree that this court decision of 1905 or 1975 makes a difference. I had the impression that the discussion was on the records. How did it get to the point where the Town agreed that the Village owned the Plant?

Forkert: You're pulling something out of the sky.

(All talking at once)

Forkert: You're saying that this is a lawyer discussion, it's not. What we want to do is to get the committee, and this is plain and simple common sense, we want to get the committee to sit down and hear the presentation from the Town at one meeting and then the next meeting from the Village. You have two board members here that have not been through all these years of things and they don't understand. I think a review by our consultants bringing things up to date and putting them in proportion is important for each member of this committee to have a full, current, up-to-date presentation. That's just common sense.

Kufrin: Would your consultants work on the '85 to '90 documentation or something subsequent to that?

Forkert: I think what they obviously would do, and I can't speak for them, is based upon the history of things make things more simplified, more organized, and more understandable. I think there's some things I can still learn about here. I've been here since 1970, watched this whole thing go. If you don't want to do this, and you want to go right ahead to mediation you've got the vote to do it. But I think you're passing an opportunity to review this thing at the committee level again. If you don't want to do it, you've got the vote to go ahead, but I think you're making a big mistake.

Duffy: This presentation you're referring to with the information, Frank, is that, when you say learn things and move forward, are you talking about doing something different than now, from an operating and ownership standpoint, or are you talking about trying to define or determine, once and for all, who owns it?

Sauer: You have to recognize that...

Duffy: Well, wait, wait, wait, wait, wait. I'd like an answer to my question. Is what you're referring to, the presentation, is that going to help us have the data to make a determination in who owns the Plant and its assets, or is it a recommendation for a change of ownership philosophy or operations philosophy?

Forkert: I, and correct me, my guys on my side, I don't think it's either. I think it...
Duffy: Wait, wait...
Forkert: ...I think what we're looking...
Duffy: ...wait, wait, wait. The issue at hand is...
Forkert: ...for is the process.
Duffy: ...over the ownership of the Plant.
Forkert: And it's on the ownership only...
Duffy: If you have data...
Forkert: ...you said operations...
Duffy: ...right. Because...
Forkert: ...too, that didn't pertain.
Duffy: And the reason I say that is based upon the many meetings we had and the prior presentation, you started this out by saying we have board members who haven't heard the presentation, I listened to the presentation, OK, and we spent many, many meetings discussing it. That presentation wasn't over who owned it, it's over how the Town felt it should be owned moving forward. By setting up a commission, put all the assets together and it's a shared thing. Am I right about that? Frank?
(Silence)
Duffy: That was the crux of that presentation, your consultant came in and he said, "Look, this is how we *want* it to be." It wasn't a discussion over here's why the Town believes they own it.
Forkert: We presented a solution.
Duffy: Correct, OK, there it is.
Forkert: OK.
Duffy: The difference is, that's not the issue on the table. The issue on the table is Plant ownership, who owns the Plant.
Forkert: The suggestion that was brought up by our engineer is there are other areas where this ownership problem has come up and they have resolved it in a way he suggested to this committee.
Duffy: OK.
Forkert: And all we got from the Village was, "No, no, no, no."
Duffy: Well, we did, for many meetings, we listened, we digested, we discussed at great length. After all of that the Village said, "Sorry, but we don't agree with this philosophy."
Jackson: I would point out just a couple of things. One, I think I may be the youngest administrator in this state, or the second youngest administrator in this state, all right, I was six years old when this agreement was written in 1988. And as I go through this, right, the 1988 agreement, "the parties represent that they have the following mutual understanding in a.) the Villages intends to construct and own and operate a wastewater treatment plant to serve the entire Village of Sister Bay, the Town of Liberty Grove Sanitary District", if I go back again to page three, "the purchase price of capacity is referenced for Liberty Grove", if I go again to another page, five, "Town's purchased overall design capacity in the Plant". This agreement makes no reference to ownership by the Town. Now this is all that I had to go on, this documentation, so Mr. Kufrin references documentation. It's not about a resolution to an opinion that someone holds to this document should it have been different. This is what these two municipalities articulated and agreed to back in 1988.
Forkert: 1988, and agreement expired and except for automatic renewal until it was discussed. And we challenged in '08. And we said we challenge the ownership issue.
Kufrin: And the subsequent agreement, the successor agreement to that does not give the Town any ownership...
Forkert: That's correct.

Kufrin: ...interest so when we negotiated the discussion was, this was, the successor agreements, both with the Utility District and the Town, were for operations. How is the utility going to operate from both entities, and ownership was the left unaddressed because the Village's opinion was different than the Town's, and quite honestly, the Town agreed that ownership would not be part of the two intergovernmental agreements. It said, "We're not going to talk about that, we're going to solve all these other things, get all this other stuff worked out but we're going to leave ownership aside."
Sauer: Right.
Forkert: We had to, to handle the operations side. The operations side is now taken care of and now we're talking this committee's responsibilities of getting together and finally resolving the ownership issue.
Jackson: Mr. Forkert, I respectfully submit that you all consider the opinion letter submitted by the firm Kaye & Anderson that the Town's entire assertion is based on essentially a legal opinion from the Wisconsin Supreme Court from 1884, so the claim itself of ownership seems to be based on a specious legal opinion, not on fact that is contemporaneous, based on the documentation. So, to Mr. Kufrin's point, if this is going to be based on attorneys coming together and having a conversation between attorneys, where they will review case law and case opinions, that really is beyond the scope of what any of us at staff level may be prepared to deal with. And that needs to kick on to a much higher level. It appears that the Town has already had that conversation with legal counsel, you know, what case law {would provide us "the town" with a claim of ownership} *(unintelligible)*, from a common standpoint {any attorney can provide a string of cases to yield an opinion on a certain point} *(unintelligible)* appears, what case law can we reference that would provide us some assertion of ownership that somehow stands out above all the documentation that both parties now possess. It would appear that the vote that was taken earlier, after maybe some more discussion, will need to be called again. Again, that's with documentation provided.
Sauer: I think historical documents will indicate that prior to the '88 agreement, this discussion was going on. The Town and the Village were talking about ownership, separate ownership, each one having part ownership. Suddenly that went out and the agreement said the Village was going to own it. The problem we have is there, and we have today, is that if you have split ownership the DNR will not approve the agreement. And so evidently the Town just said OK, go ahead, you put your name on the document and we'll just go ahead, proceed with that, but we still feel we have an inherent ownership, and that's a legal question that you come up with.
Kufrin: I guess that's not substantiated by the agreements that were drafted at that time.
Sauer: No, there're no minutes or anything that, where that agreement was voted on or anything, the Town just caved and approved it.
Kufrin: And I guess if that's the case then the Village's claim to ownership is accurate. That the Town agreed with the Village that the Village will own the Plant.
Sauer: Yes.
Kufrin: Now if the subsequent, to me, if their subsequent dispute of the meaning of the word or the intent of that language, where you have attorneys talking, you know, pulling out, the best way to glaze your eyes over is to have two attorneys talk about court opinions.
Sauer: Isn't that what we're going to proceed to if we go to mediation?
Kufrin: No, actually...
Anderson: One step short of that, Frank, one step short if that.
Kufrin: ...mediation is very, a mediator is somewhat like a judge. The mediator will have...
Sauer: He's going to bring up all these points that...
Kufrin: No...
Solomon: He's going to listen.
Sauer: Listen, let me talk. He's going to tell you what's going to happen if he can't come to a resolution. It's going to go to the Circuit Court, then you're going to have the legal people getting

in there and hashing it out. So he's going to try to settle the thing before it gets there and he's going to tell you what your chances are if you run up against this legal position and try to sort it out that way. He's going to say this is what's going to happen and the chances of you losing is pretty good, actually. So...

Kufrin: Actually, a mediator will come in and tell the Village that he really thinks, or she thinks, that the Town has a good case. The mediator will tell the Town that he thinks that the Village has a really good case. And that it's really incumbent on the parties to try and reach a settlement. And he will be there, I keep saying he, that person will be there to try and see if there's any way to settle the issue and for the parties to present their documentation and to talk about it, because we're really talking about a decision that was made in 1988.

Sauer: You realize that there is a solution, that if both parties would accept, to have just joint ownership in a commission owning the Plant and running it.

Kufrin: That's a different issue than Plant ownership.

Sauer: No, it settles the Plant ownership.

Jackson: No, sir. Essentially, here's what all the documentation says, the documentation says the Village of Sister Bay owns the Plant. Somewhere along the line, be it meetings that weren't recorded, or something, there's still some living opinion, I would imagine amongst committee members from the Liberty Grove side of this delegation, there's some living memory that persists beyond the documentation that we *feel*, not that we can prove, but that we feel there is some Plant ownership stake based on a recollection from 1988 and again, when I was six.

(General laughter)

Jackson: So, if what we're talking about is, we agreed in 1988 that the Village owns it, I don't know why, other than reading the letters, right, that this was agreed to. Here we are now and what I'm hearing is there's this other thing which is there's this way to resolve this somewhat based on the conversation they had in 1988 which is "let's form a commission". Meaning, we're going to resolve our feelings about ownership, not we're going to resolve the issue of ownership. This issue of ownership is a legal opinion; I'd love to dissolve a number of things that I feel like are not working apparatus of the Federal level, State level, or local level, right? That doesn't mean that I have a legal basis to do so. Back to the issue at hand, if I ask a girl to the dance so many times and she keeps telling me no, I go ask somebody else. I feel like that's kind of where we are with this. We keep saying hey, let's go to the dance and Liberty Grove says, "No, I'm not ready, I don't have a pretty dress picked out." So we're now asking the mediator to the dance, is a little casual analogy of that.

Kufrin: If the goal of the Town, to echo Peter's statement, if the goal of the Town is to convert the existing ownership to a commission, the Village negotiated in good faith with the Town at the negotiating committee on that issue and the two parties, both the Village Board and the Town Board, were unable to achieve that. And if that's really the underline goal behind this ownership issue, is to convert the ownership stake to a commission, it's really, if you really think about it, really think about all those meetings we had, is it likely that the two parties are going to voluntarily, or that the Village is going to voluntarily give a fifty-percent, effectively a forty-five percent, whatever the numbers are, ownership stake to the Town voluntarily? It's not likely.

Forkert: Let's get back to simple common sense. Did the Village pay for that entire Plant itself? And does that mean that now they own it? That's a question.

Kufrin: The Village, the agreement and funding mechanism that was put in place in 1988 was approved by the Town, it was approved by the DNR, and was approved by the Village. So, all three entities agreed to that funding mechanism as it was outlined in the intergovernmental agreement. Now, whether or not you think that's a good deal now, you're certainly, the Town's certainly entitled to a different opinion as to what was done twenty-four years ago, or however long ago it was, the Town is certainly entitled to a different opinion but the ownership stake is, if the intent of having more meetings on ownership is to convince the Village that a commission, and an

ownership commission, is the right thing because that's what the Town thinks, I think that really, it's a futile effort. After two years of negotiating committee, the board was unwilling to do that. The ownership issue has come up again, why spend more years and more money and more time on the issue? Get it resolved. I mean, if the Village loses, a court is going to say, "Village, the Town owns half of it." That's what's going to happen. If the Village wins, the Town, somebody else has decided. It's unlikely, Frank, you've got to really think about it, it's unlikely that the Village is going to willingly sit around the table and give ownership, fifty percent ownership stake to the Town based on the historical documentation from '85 to '90, as compared to what the Town thinks is a good way to do it now.

Duffy: Does anybody else have further discussion to add?

Sauer: You mentioned that if the judge says the Town owns, you know, forty-five percent and the Village owns fifty-five percent, what happens at that point?

Kufrin: You've got to have a new agreement. You've got to have a new governing mechanism.

Sauer: But then, governing where two parties own it, that the DNR will not approve.

Kufrin: I don't know that, the Plant ownership would be in the stake of a commission, that's a legal entity.

Sauer: Right, why don't we proceed to that instead of going through all the...

(General laughter)

Sauer: I mean, it looks like it's very simple. It works with the Fire Department and the Library; we've got good working relationships. The Village has never told us why they do not want to go in that direction.

Solomon: So does that renounce the claim of ownership by the Town? And just go into a commission so Sister Bay owns the...

Duffy: No.

Sauer: No.

Solomon: That doesn't...

(All talking at once)

Duffy: That was my whole point, that we're not trying to resolve the issue at hand, you're looking for a work-around to that and a move forward.

Sauer: Yeah.

Duffy: OK. So the Village is saying, "We understand what you're asking for, we hear you clearly, we don't agree with it. That's not what we want to do; we want to resolve the issue of ownership." If, contrary to your position, if whoever, the mediator, the judge, whoever it may be, determines that the Village owns it, that's what the Village believes and we think the operation will continue as it has and hopefully everybody will be happy.

Anderson: The only point of clarification; a mediator would not make that decision.

Duffy: Well, we would have to agree, the mediator might present a position. Both sides have to agree to that.

Anderson: That creates common ground, everybody would...

(All talking at once)

Jackson: Bud, has your auditor had a chance to talk to you?

Kalms: Have a what?

Jackson: Have you had any conversations recently?

Kalms: Not recently.

Jackson: OK.

Duffy: OK, well if nobody has any further discussion should we retake the vote?

Forkert: I'd like to make a comment here, thank you for being patient with me. I think we'd like to have our day in court so to speak, we'd like to make our presentation to the committee. We'd like to hear the Village's presentation to the committee. It could be that maybe one or three committee members will agree that there's an area where we can sit down and compromise at the committee

level and avoid all the costs of mediation, and all the costs of the boards going in to this, and going to Circuit Court. We've taken a position and I think it's based upon common sense. It does fly in the face of the '88 agreement. I have researched all of our Town records on this. I spent a day going through each and every meeting starting six months before and after '88. This issue was not even brought up before the Town Board for approval, in anything I could find.

Jackson: Mr. Forkert, I'd like to offer somewhat of a middle ground that will allow both parties to move forward. You just stated that you'd like an opportunity to hear the Village's case on this, based on the documentation that's been provided. As a request to the Chairman, consider this request, the Town has asserted today that it is not prepared to present, however, the Village is in this case prepared to present under this agenda item, I would request that the committee take the interpretation that, let's move ahead, that is certainly what I intended when I wrote it, is that we would move along with this process. At the same time I see no reason to preclude taking a vote on the issue; that would refer this matter to the respective boards, given the time lapse that has occurred and the untimeliness of the presentation. So, what I propose is the Village go ahead today and make their presentation, the committee take a vote after that presentation. If the committee is unable to say OK we totally believe the Village's documentation and claim here, we're willing to concede that the Village owns the Plant, and I think that unlikely, that that vote indicate that the matter be referred to the respective boards so that that process can move ahead. In the meantime, let's go ahead and schedule that other meeting that you're talking about, and while we're moving ahead on the mediation front, and establishing who the mediators are, in good faith, the Village of Sister Bay essentially is extending an olive branch to say, OK, sometime over the next thirty days we're going to have that conversation. The Village has now presented, the Town will have an opportunity to present. Meanwhile we're moving towards mediation on the other side so that if the Town doesn't have a presentation prepared in that timeline mediation will proceed. Does that sound like something that is in the middle?

Forkert: I don't think it's very far towards the middle at all, Zeke. And I respect you as a person but I think the procedures of the committee...

Jackson: I will withdraw what I said, I apologize for thinking that we could reach some common ground. Let's move...

Forkert: I think the common ground is to proceed...

Jackson: No, sir, we've had that conversation since before I was here, Frank.

Duffy: OK, so do we need another vote or do I just...

Jackson: You make a motion...

Anderson: You confirm the vote.

Sauer: I would like to make a motion, since that motion failed, I would like to make a motion that we continue and attempt to set up a meeting. And I don't know what the timeline is going to be, I would hope that we could within the next month get a meeting date set and actually started on our presentation and your presentation. So the motion is that we proceed to set meetings and continue with the discussion with the committee.

Duffy: OK.

Jackson: OK, we have a motion.

Anderson: Second.

Duffy: Discussion?

Kalms: Are you talking about a month here?

Sauer: No, I'm not talking any date; the motion is just to go ahead.

Jackson: Where you're at from a default standpoint is exactly what I just presented absent Bob's presentation today. They take a vote and it gets referred to the respective boards, we set a meeting date, Bud, and maybe we come back and have the meeting and maybe we don't, maybe it still ends up in mediation.

Anderson: That's exactly right.

Jackson: Yep.
Duffy: Any other discussion? Frank? Anything?
Forkert: No, thank you.
Duffy: All in favor?
Forkert, Sauer, Anderson: Aye.
Duffy: Opposed?
Duffy, Baker, Solomon: Aye.
Jackson: OK, it would appear that the issue will be referred to the respective Boards at this point, since the committee did not reach a decision.
Forkert: *(unintelligible)*.
Kalms: Some motion that we just made failed?
Jackson: The motion failed. So now we reached a decision, we're not having a presentation within thirty days.
Baker: It'll go to the boards.

b. Third Quarter 2014 Financial Report
.As presented.

2. <u>Plant Related</u>
a. Capacities Report
As presented.

b. Aeration drive motor replacement
Jacobson reported that the motor replacement on the aeration drive cost the same amount to repair and costs of $1,359.00 came from the replacement fund.

c. Sewage ejector pump replacement
Jacobson reported that the ejector pump replacement cost the same amount to repair and costs of $940.00 came from the replacement fund.

d. Splitter box sluice gate replacement
Jacobson reported that the splitter box sluice gate has been replaced at a cost of $455.00 from the replacement fund.

e. Non-potable pump check valve replacement
Jacobson reported that the non-potable pump check valve has been replaced at a cost of $820.00 from the replacement fund.

f. Lab water still electrical work
Jacobson reported that there is trouble with the lab water still and hopefully can repair it as the cost of a new one is around $5,000.00.

g. Lab dissolved Oxygen meter replacement
Jacobson reported that the Lab Dissolved Oxygen Meter has been replaced at a cost from the replacement fund.

h. Sludge handling update
Jacobson reported that there have been no problems this year with bringing sludge to Sturgeon Bay and that everything is working fine.

I. Winterizing, insulating, draining and cleaning
Jacobson reported that all the winterizing, insulating, draining and cleaning of all the basins and pipes is complete.

j. Capacity, Management, Operation, and Maintenance (CMOM) compliance update
Jacobson reported that the Capacity, Management, Operation, and Maintenance (CMOM) compliance update draft is completed. The Liberty Grove draft is not yet complete but is proceeding forward. Jacobson is hoping to able to present the CMOM at the next committee meeting.

3. <u>Matters to be placed on a future agenda or referred to a Committee, Official, or Employee</u>:
- M. Baker will notify all committee members via email when electronic meeting packets are available and will send paper packets only upon request.
- Draft a letter taking the matter of ownership to the respective boards.
- The next meeting of the Utility Committee – WWTP is set for April 14th, 2015.

Adjournment:
A motion was made by Duffy, seconded by Solomon, to adjourn the January 6, 2015 meeting of the Utilities Committee- WWTP at 8:19 AM. Motion carried – all Ayes.

Respectfully submitted,
Martha Baker
Utility Clerk

Name: h:\files\active\agendas\utilities\2015\2015_01\010615 wastewater treatment plant comm minutes - unapproved version 1.doc
Created: 01/21/2015 8:00 AM Printed: 1/22/2015 4:39 PM

Village of Sister Bay Utilities
2015 Sewer Rate Study

Rate Resolution

Fixed Charges

Size	Meter Equivalent	Quarterly O & M Meter Charge	SB Collection Meter Charge	Quarterly Debt Meter Charge	Total Quarterly Meter Charge
5/8, 3/4	1	$50.70	$15.00	$18.50	$84.20
1	2.5	$126.75	$37.50	$46.25	$210.50
1/12	5	$253.50	$75.00	$92.50	$421.00
2	8	$405.60	$120.00	$148.00	$673.60
3	15	$760.50	$225.00	$277.50	$1,263.00

Volume Charges		
Village of Sister Bay	$3.07	
Liberty Grove Utility District #1	$2.36	
Unsewered Volume Charge		
Holding Tank	$9.65	
Septage	$63.77	
Unsewered Capital Debt Charge		
Holding Tank	$4.24	
Septage	$17.29	
Total Outside Unsewered User		
Holding Tank	$13.89	
Septage	$81.06	
High Strength Waste Surcharge		
Flow	$2.37	per 1000 gallons
B.O.D over 300 mg/l	$1.02	x .00833 x concentration x flow /1000 gallons
S.S over 250 mg/l	$0.68	x .00833 x concentration x flow /1000 gallons
P over 12 mg/l	$8.88	x .00833 x concentration x flow /1000 gallons

Summary of User Charges

	Proposed Village of Sister Bay WWTP	Existing Rates	Increase/-Decrease
SB Sewered Volume Charge	**$3.07**	3.16	-2.79%
LGUD#1 Sewered Volume Charge	**$2.36**	2.64	-10.45%
Fixed Charges Sister Bay			
WWTP O & M	$50.70	47.70	6.29%
SB Coll.	$15.00	13.60	10.29%
Debt	$18.50	18.80	-1.60%
Total Sister Bay	$84.20	80.10	5.12%
Fixed Charges LGUD	$50.70	47.70	6.29%
Unsewered Volume Charge			
Holding Tank	**$9.65**	7.28	32.56%
Septage	**$63.77**	57.53	10.84%
Unsewered Capital Debt Sur-Charge			
Holding Tank	**$4.24**	4.24	0.00%
Septage	**$17.29**	18.32	-5.61%
Total Outside Unsewered User			
Holding Tank	$13.89	11.52	20.57%
Septage	$81.06	75.85	6.87%
Typical Sister Bay Residential Quarterly Chg (Based on 10,000/quarter usage)	$114.92	111.70	2.88%

High Strength Waste Surcharge

Flow	$2.37	2.68		-11.73%
B.O.D over 300 mg/l	$1.02	0.91	*	11.87%
S.S over 250 mg/l	$0.68	0.61	*	12.15%
P over 12 mg/l	$8.88	8.07	*	9.98%

* .x .00833 x concentration x flow /1000 gal.

Volume charge per 1,000 gallons plus fixed charges = a typical Sister Bay residential user's

10,000	$114.92	**quarterly charge**
11,000	$117.99	
12,000	$121.06	
13,000	$124.13	
14,000	$127.20	
15,000	$130.28	
16,000	$133.35	
17,000	$136.42	
18,000	$139.49	
19,000	$142.56	
20,000	$145.63	

Additional Revenue including SB Collection System

Fixed Charges			
Sister Bay	LGSD#1	Quarterly Revenue at new rates	
$84.20	$50.70	$90,693.20	
$210.50	$126.75	$15,753.50	
$421.00	$253.50	$8,673.50	
$673.60	$405.60	$18,998.40	
$1,263.00	$760.50	$3,789.00	
		$137,907.60	$551,630.40

Volume Charge	Increased Annual Revenue
Annual Fixed Charges:	551,630.40
3.07	162,700.54
2.36	13,174.59
	727,505.53
	669,035.37
Increase subtotal:	**58,470.16**

21

Summary of Water Meters
for Village Meter and Debt Charges

	Village of Sister Bay					Liberty Grove Utility District #1				
Size	**Number of Meters**	**Water Only**	**Sewered Meters**	**Meter Equivalent**	**Total Village Equivalents**	**Number of Meters**	**Water Only**	**Sewered Meters**	**Meter Equivalent**	**Total Equivalents**
5/8, 3/4	1023	35	988	1	988	148	0	148	1	148
1	67	3	64	2.5	160	21	3	18	2.5	45
1 1/2	21	1	20	5	100	1	0	1	5	5
2	29	2	27	8	216	3	1	2	8	16
3	5	2	3	15	45	0	0	0	15	0
Total	**1145**	**43**	**1102**		**1,509.0**	**173**	**4**	**169**		**214**
Total Village Debt Service					**$111,186**					
Annual Meter Charge					$73.68					
Quarterly Meter Charge					$18.42					
				Use	**$18.50**					

Quarterly Meter Charge
Debt Service

Size	**Meter Equivalents**	**Quarterly Fixed Chg**	**Annual Fixed Chg**
5/8, 3/4	1	$18.50	$74.00
1	2.5	$46.25	$185.00
1/12	5	$92.50	$370.00
2	8	$148.00	$592.00
3	15	$277.50	$1,110.00

Annual Loading Summary
Wastewater Treatment Facility
2014

Month	Days	Flow	average	BOD mg/l	BOD lbs	TSS mg/l	TSS lbs	P mg/l	P lbs
January	31	4.4423	0.1433	184	220	179	214	6.3	8
February	28	3.7408	0.1336	216	241	184	205	4.5	5
March	31	4.0052	0.1292	229	247	205	221	6.1	7
April	30	12.0240	0.4008	111	371	129	431	3.8	13
May	31	6.4170	0.2070	274	473	294	508	7.6	13
June	30	6.6900	0.2230	376	699	314	584	8.5	16
July	31	9.4488	0.3048	347	882	305	775	8.4	21
August	31	8.9311	0.2881	421	1012	370	889	9.3	22
September	30	8.4480	0.2816	397	932	389	914	8.4	20
October	31	8.3328	0.2688	289	648	325	729	6.2	14
November	30	4.6530	0.1551	232	300	207	268	5.4	7
December	31	4.2656	0.1376	245	281	213	244	5.6	6
Average	365	6.783	0.2227	277	525	260	498	7	12.62
Annual Total		81.399			191,803		181,931		4,608
Winter (Nov-Mar)		0.140			258		230		7
Summer (Apr-Oct)		0.282			717		690		17

Comparision of Actual Loadings with Assumed Loading Levels

Sewered Loading

Flow		74.016	MG	
Assumed Strengths	BOD	260	mg/l	
	TSS	213	mg/l	
	P	6	mg/l	
Projected Loading	BOD	=	160,464	lbs
	TSS	=	131,505	lbs
	P	=	3,626	lbs

23

Unsewered Loading

Holding Tank

Flow		6.988	MG
Assumed Strengths	BOD	368	mg/l
(from Hauling sheet)	TSS	583	mg/l
	P	11	mg/l

Septage

Flow		0.394	MG
Assumed Strengths	BOD	3,000	mg/l
(as given)	TSS	5,000	mg/l
	P	100	mg/l

Unsewered Loading	BOD	=	31,339	
(from Hauling sheet)	TSS	=	50,425	
	P	=	982	
Total Proj Loading	BOD	=	191,803	
(Proj Sewered +	TSS	=	181,931	
Proj Unsewered)	P	=	4,608	
				Difference
Actual Total Loading	BOD	=	191,803	0.0%
	TSS	=	181,931	0.0%
	P	=	4,608	0.0%
Actual Hold/Sept	BOD	=	31,339	
(from Hauling sheet)	TSS	=	50,425	
	P	=	982	
Actual Sewered	BOD	=	160,464	
(Total-Unsewered)	TSS	=	131,505	
	P	=	3,626	
Sewered Strength	BOD	=	260	
	TSS	=	213	
	P	=	6	

24

Summary of Hauled Wastes
Current Loading

	Summary of Flows							Summary of Total Loadings					
	Sister Bay*		Town of Liberty Grove		Outside Service Area		Total	Ave	Ave	Ave	lbs	lbs	lbs
Month	Septic	Holding	Septic	Holding	Septic	Holding	Flow	BOD	TSS	P	BOD	TSS	P
January	0	8,300	1,000	250,300	0	-	259,600	225	312	*12.7*	487	675	27
February	0	9,800	2,000	224,500	0	-	236,300	263	226	*8.7*	518	445	17
March	0	9,000	2,000	185,800	0	29,700	226,500	257	233	*12*	485	440	23
April	0	27,500	12,000	332,200	0	-	371,700	538	762	18.7	1,668	2,362	58
May	0	18,700	28,450	534,400	1,000	3,200	585,750	432	718	16.9	2,110	3,508	83
June	0	21,800	23,100	698,100	0	0	743,000	501	1335	15.1	3,105	8,272	94
July	2000	56,000	19,900	1,345,800	1,000	0	1,424,700	407	336	13.7	4,836	3,992	163
August	0	47,500	41,500	1,056,800	3,000	4,600	1,153,400	590	725	17.4	5,675	6,974	167
September	5,000	75,700	131,950	710,300	1,000	61,300	985,250	827	1353	19.6	6,795	11,118	161
October	1000	44,500	97,900	626,600	6,000	4,700	780,700	617	1584	18.6	4,017	10,313	121
November	1,000	10,400	7,200	283,500	0	8,700	310,800	384	528	14.3	995	1,369	37
December	0	11,000	6,300	287,600	0	0	304,900	254	376	12.3	646	956	31
2014 Totals	9,000	340,200	373,300	6,535,900	12,000	112,200	7,382,600	5,295	8,488	180	31,339	50,425	982

Total Holding Tank	6,988,300	gallons
Total Septic Tank	394,300	gallons
Total Hauled Waste	7,382,600	gallons

**District included, no hauled wastes from District*

Estimated Loading

BOD	=	31,339	lbs
TSS	=	50,425	lbs
P	=	982	lbs

Actual Loading

BOD	=	31,339	lbs	0.0%
TSS	=	50,425	lbs	0.0%
P	=	982	lbs	

Average Strength

BOD	=	509
TSS	=	819
P	=	16

Septic Loading

BOD	=	9,865	3,000 **	
TSS	=	16,442	5,000 **	** *1/2 of industry standards*
P	=	329	100 **	

Holding

BOD	=	21,474	368
TSS	=	33,983	583
P	=	653	11

Total

BOD	=	31,339
TSS	=	50,425
P	=	982

Allocation of Plant Capacity by Design
Based on (Plant Design for) Maximum Day Summer Loadings

Parameter	Flow (gpd)	BOD (lbs/day)	TSS (lbs/day)	P (lbs/day)
Village	620,147	905	1,076	54
	65.62%	38.20%	49.45%	52.94%
Town	265,729	1,359	999	43
	28.12%	57.37%	45.91%	42.16%
LGUD#1	59,124	105	101	5
	6.26%	4.43%	4.64%	4.90%
Total	945,000	2,369	2,176	102
Average Concentration	100.00%	**300**	**276**	**13**

Distribution of Plant 2014 Totals
Based on Annual Average 2014 Loadings No. of days in year = 365

Parameter	Flow (gpd)	BOD (lbs/day)	TSS (lbs/day)	P (lbs/day)
Village	184,776	403.022	334.415	9.151
	82.86%	76.70%	67.09%	72.49%
Town	18,929	80.612	129.725	2.527
	8.49%	15.34%	26.03%	20.02%
LGUD#1	19,305	41.852	34.299	0.946
	8.66%	7.96%	6.88%	7.49%
Total	223,010	525	498	13
Proof:	*100%*	*100%*	*100%*	*100%*

Total 2014 Loadings

Parameter	*Village	LGUD#1	Town	Total
Flow				
Wastewater Flow, MG	67.443	7.046	6.909	81.399
Infiltration, gpd	33,130	9,270	0	42,400
BOD, lbs/yr	147,103	15,276	29,423	191,803
TSS, lbs/yr	122,062	12,519	47,350	181,931
P, lbs/yr	3,340	345	922	4,608

**Village Flow includes all hauled waste other than Liberty Grove's.*

LGUD#1 Water Sales:	9.5200%	=	LGUD#1/Total Sales
SB Water Sales:	90.4800%	=	SB/Total Sales
Proof:	*100%*		

26

Water Sales
2014

1. Metered Water Sales Sister Bay	Number of Users	Water Sales*	Water-only Sales*	Sewer Volume*
Residential	869	24,894	628	24,266
Commercial	190	28,175	1,030	27,145
Industrial	0	0	0	0
Public	15	3,875	2,319	1,556
Total	1074	56,944	3,977	52,967

*1,000's of gallons

2. Summary of Total Annual Water Sales

	2014 Flow	%
Village	56,944	90.3%
LGUD#1	5,920	9.4%
Unmetered Water	174	0.3%
Total (proof to PSC report)	63,038	

3. Sewer Volume

	2014 Sister Bay	LGUD#1
Total Water Sales	56,944	5920
minus Water-only	3,977	347
	52,967	5,573

4. Summary of Total Sewered Flow

	2014 Flow	%
Village	52.967	90.5%
LGUD#1	5.573	9.5%
Total	58.540	

27

Determination of I/I Volume

Parameter	Value (MG)
Total Wastewater Flow	81.40
Flow from Water Sales	58.54
Flow from Hauled Wastes	7.38
Total Infiltration/Inflow	15.48

Allocation of Infiltration/Inflow*		2015 Analysis
Village of Sister Bay	12.09	78.1379%
Liberty Grove Utility Distrct #1	3.38	21.8621%
Total	15.48	

Note: 1988 I/I Analysis was 85.66% to Village, 14.34% to Sanitary District Using the 2005 CUPAC study as a new starting point and adding on the extensions in 2006 and 2007, with no extensions in 2008 or 2009, Sister Bay now has 82,805' of gravity sewer or 78% of the combined total. LGUD added 274' in 2009 for a total of 23,449' of gravity sewer or 22% of the combined total.

Sister Bay added 185' at Chalet Ln. and another 673' at Stoney Ridge in 2011 for a total increase of 858 resulting in 78.11% of the combined total.

Summary of Fixed O & M Costs

General Summary of Fixed O & M Costs **2014**

Allocation of WWTF Fixed Costs		**Flow**		**BOD**		**TSS**		**P**
	%	**Cost**	**%**	**Cost**	**%**	**Cost**	**%**	**Cost**
Village of Sister Bay	82.9%	$112,247	76.7%	$80,064	67.1%	$51,453	72.5%	$15,429
Liberty Grove Utility District #1	8.7%	$11,727	8.0%	$8,314	6.9%	$5,277	7.5%	$1,594
Town of Liberty Grove	8.5%	$11,499	15.3%	$16,014	26.0%	$19,959	20.0%	$4,260
Total		$135,474		$104,393		$76,690	100.0%	$21,284

Allocation of Collection System Costs	**Flow**		**BOD**		**TSS**		**P**	
	%	**Cost**	**%**	**Cost**	**%**	**Cost**	**%**	**Cost**
Village of Sister Bay	100.0%	$90,107	0.0%	$0	0.0%	$0	0.0%	$0
(Fixed O&M Costs + I/I Costs)		$8,558						
Liberty Grove Utility District #1	0.0%	$0	0.0%	$0	0.0%	$0	0.0%	$0
Town of Liberty Grove	0.0%	$0	0.0%	$0	0.0%	$0	0.0%	$0
Total	100.0%	$98,665	0.0%	$0	0.0%	$0	0.0%	$0

Summary of Total Fixed O & M Costs		**Flow**		**BOD**		**TSS**		**P**
		%	**Cost**	**%**	**Cost**	**%**	**Cost**	**%**	**Cost**
Collection System	$90,107	100.0%	$90,107	0.0%	$0	0.0%	$0	0.0%	$0
WWTF	$337,841	40.1%	$135,474	30.9%	$104,393	22.7%	$76,690	6.3%	$21,284
I/I Treatment	$11,217	100.0%	$11,217	0.0%	$0	0.0%	$0	0.0%	$0
Total	$439,164		$236,797		$104,393		$76,690		$21,284

Village of Sister Bay Fixed O & M Costs	**Cost**	
Flow-Sister Bay Collection System		$90,107
WWTF I/I Costs	$11,217	$8,558
Flow-WWTF	$135,474	
BOD	$104,393	
TSS	$76,690	
P	$21,284	
Total Fixed O & M Costs	$349,057	$98,665
Meter Charge-Fixed O & M Costs		
Total Meter Equivalents	1,723.0	1,509.0
Charge/Meter Equivalent	$202.59	$59.71
Quarterly Charge	$50.65	$14.93
Use	**$50.70**	**$15.00**

29

Summary of Quarterly O & M Meter Charges

Size	Meter Equivalent	Quarterly O & M Meter Charge	Quarterly Collection Meter Charge	Quarterly Debt Service Meter Charge	Total Quarterly Meter Charge
5/8, 3/4	1	$50.70	$15.00	$18.50	$84.20
1	2.5	$126.75	$37.50	$46.25	$210.50
1/12	5	$253.50	$75.00	$92.50	$421.00
2	8	$405.60	$120.00	$148.00	$673.60
3	15	$760.50	$225.00	$277.50	$1,263.00

Operation and Maintenance
Allocation of Fixed and Variable Costs for Sewered Users

Note: Percentages are industry standards provided by Robert E. Lee, Inc.

WWTP	Total Cost	Fixed Cost	Variable Cost	Flow %	Flow Cost	BOD %	BOD Cost	TSS %	TSS Cost	P %	P Cost
Supervision and Labor	100,019	100,019	0	*40.1*	0	*30.9*	0	*22.7*	0	*6.3*	0
Power (WWTP + pumping)	69,013	12,315	56,698	*26.0*	14,741	*64.0*	36,287	*7.0*	3,969	*3.0*	1,701
Chemicals	10,668	0	10,668	*25.0*	2,667		0		0	*75.0*	8,001
Other Supplies & Exp	16,379	0	16,379	*17.5*	2,866	*35.0*	5,733	*45.0*	7,371	*2.5*	409
System Maintenance	58,582	29,291	29,291	*40.1*	11,746	*30.9*	9,051	*22.7*	6,649	*6.3*	1,845
General Plant Maint	2,344	1,172	1,172	*40.1*	470	*30.9*	362	*22.7*	266	*6.3*	74
Transportation	4,418	2,209	2,209	*40.1*	886	*30.9*	683	*22.7*	501	*6.3*	139
Administrative payroll	25,905	25,905	0	*0*	0	*0.0*	0	*0*	0	*0.0*	0
Office Supplies & Exp	8,204	8,204	0	*0*	0	*0.0*	0	*0*	0	*0.0*	0
Outside Services	22,522	11,261	11,261	*40.1*	4,516	*30.9*	3,480	*22.7*	2,556	*6.3*	709
FICA Taxes	9,397	9,397	0	*40.1*	0	*30.9*	0	*22.7*	0	*6.3*	0
Employee Benefits	51,900	51,900	0	*40.1*	0	*30.9*	0	*22.7*	0	*6.3*	0
Insurance	7,723	7,723	0	*0*	0	*0.0*	0	*0*	0	*0.0*	0
Sludge Disposal	28,831	0	28,831	*0*	0	*37.5*	10,812	*52.5*	15,136	*10.0*	2,883
Misc General Expenses	536	536	0	*0*	0	*0.0*	0	*0*	0	*0.0*	0
	$416,442										
Replacement	$86,448	$47,195	$39,253	*40.1*	$15,740	*30.9*	$12,129	*22.7*	$8,910	*6.3*	$2,473
Subtotal	$919,333	$307,128	$195,763	*27.4%*	$53,633	*40.1%*	$78,536	*23.2%*	$45,359	*9.3%*	$18,236
For 2015 (3%/yr inflation)	********	**$337,841**	**$215,339**	***27.4%***	**$58,996**	***40.1%***	**$86,389**	***23.2%***	**$49,895**	***9.3%***	**$20,059**
Billing Units					81,399		191,803		181,931		4,608
Unit Cost					$0.72		$0.45		$0.27		$4.35
I/I Cost		$11,217	-$11,217								
Total O & M Expenses	********	$349,057	$204,122								

31

Collection System	Total Cost	Fixed Cost	Variable Cost	Flow %	Cost	Notes
Supervision and Labor	28,484	28,484	0	0%	0	
Power & Fuel	4,496	0	4,496	100%	4,496	
Chemicals	4,789	0	4,789	100%	4,789	
Other Supplies & Exp	3,361	1,680	1,680	100%	1,680	
System Maintenance	26,456	13,228	13,228	100%	13,228	
Transportation	1,104	552	552	100%	552	*50/50 fixed/variable as discussed with Dean*
Administrative payroll	7,483	7,483	0	100%	0	
Office Supplies & Exp	1,274	1,274	0	100%	0	
Outside Services	7,025	3,513	3,513	100%	3,513	
FICA Taxes	3,144	3,144	0	100%	0	*100% fixed to match labor allocation*
Employee Benefits	18,430	18,430	0	100%	0	*100% fixed to match labor allocation*
Insurance	2,944	2,944	0	100%	0	
Misc General Expenses	82	82	0	100%	0	
	$109,071					
Replacement	$6,922	$1,102	$5,821	100%	$5,821	
Subtotal	$225,065	$81,915	$34,079	100%	$34,079	
For 2015 (3%/yr inflation)	**$247,572**	**$90,107**	**$37,486**	100%	**$37,486**	
Total Gallons					52,967,000	*Village of Sister Bay Usage Only*
Unit Charge ($/1,000 gallons)					$0.71	*Village of Sister Bay Only*
I/I Cost					**$8,558.33**	*Village portion only*
Total Collection System	**$247,572**	**$90,107**	**$37,486**			

32

Unit Costs for Sewered Areas

	Flow	BOD	TSS	P
Collection System	$0.71	-	-	-
WWTP	$0.69	$0.45	$0.27	$4.35
Total Unit Cost	**$1.39**	**$0.45**	**$0.27**	**$4.35**

Typical Wastewater Charge

	Village of Sister Bay		Liberty Grove Utility District	
Flow	=	$1.39 per 1,000 gallons	=	$0.69 per 1,000 gallons
BOD	=	$0.98 per lb per 1000 g.	=	$0.98 per lb per 1000 g.
TSS	=	$0.49 per lb per 1000 g.	=	$0.49 per lb per 1000 g.
P	=	$0.21 per lb per 1000 g.	=	$0.21 per lb per 1000 g.
Total		**$3.07** per 1,000 gallons		$2.36 per 1,000 gallons

Basis for typical wastewater charge; 1,000 gallon, 399 mg/l BOD, 344 mg/l TSS, 12 mg/l P

Operation and Maintenance
Village of Sister Bay WWTF
Allocation of Total O & M Costs for Unsewered Users

	Total	Flow		BOD		TSS		P	
Item	**Cost**	**%**	**Cost**	**%**	**Cost**	**%**	**Cost**	**%**	**Cost**
WWTF									
Supervision and Labor	100,019	40.1	40,108	30.9	30,906	22.7	22,704	6.3	6,301
Power (WWTP + pumping)	69,013	26	17,943	64	44,168	7	4,831	3	2,070
Chemicals	10,668	25	2,667	0	0	0	0	75	8,001
Other Supplies & Exp	16,379	17.5	2,866	35	5,733	45	7,371	2.5	409
System Maintenance	58,582	40.1	23,491	30.9	18,102	22.7	13,298	6.3	3,691
General Plant Maint	2,344	40.1	940	30.9	724	22.7	532	6.3	148
Transportation	4,418	40.1	1,772	30.9	1,365	22.7	1,003	6.3	278
Administrative payroll	25,905	40.1	10,388	30.9	8,005	22.7	5,880	6.3	1,632
Office Supplies & Exp	8,204	40.1	3,290	30.9	2,535	22.7	1,862	6.3	517
Outside Services	22,522	40.1	9,031	30.9	6,959	22.7	5,113	6.3	1,419
Insurance	7,723	40.1	3,097	30.9	2,386	22.7	1,753	6.3	487
Employee Pensions	51,900	40.1	20,812	30.9	16,037	22.7	11,781	6.3	3,270
Sludge Disposal	28,831	0	0	37.5	10,812	52.5	15,136	10	2,883
Misc General Expenses	536	40.1	215	30.9	166	22.7	122	6.3	34
FICA Taxes	9,397	40.1	3,768	30.9	2,904	22.7	2,133	6.3	592
Replacement	$86,448	40.1	$34,666	30.9	$26,712	22.7	$19,624	6.3	$5,446
Subtotal	$502,890		$175,054		$177,514		$113,144		$37,178
For 2015 (3%/yr inflation)	**$553,180**		**$192,560**		**$195,266**		**$124,458**		**$40,896**
Billing Units			81,399		191,803		181,931		4,608
Unit Charge			$2.37		$1.02		$0.68		$8.88

Flow:1,000 gallons
BOD, TSS, P: lb

34

Total Unsewered Charge O, M & R

Holding Tank Wastes

Flow	=	$2.37		
BOD	=	$3.13	368	mg/l
TSS	=	$3.33	583	mg/l
P	=	$0.83	11	mg/l
Total	=	**$9.65** per 1,000 gallons		

Septage Wastes

Flow	=	$2.37		
BOD	=	$25.47	3000	mg/l
TSS	=	$28.53	5000	mg/l
P	=	$7.40	100	mg/l
Total		**$63.77** per 1,000 gallons		

Capital Debt Service Charges for Outside Users

Holding Tank Wastes

Flow	=	$0.78 per 1,000 gallons	
BOD	=	$0.79 per lb	
TSS	=	$0.97 per lb	
P	=	$0.20 per lb	
Total	=	**$4.24** per 1,000 gallons	*entered #, not calculated*

Septage Wastes

Flow	=	$0.78
BOD	=	$6.41
TSS	=	$8.28
P	=	$1.81
Total	=	**$17.29** per 1,000 gallons

Total Unsewered User Charges

Holding Tank Wastes	=	$13.89 per 1,000 gallons
Septage Wastes	=	$81.06 per 1,000 gallons

Major Equipment Replacement Costs

Wastewater Replacement Fund

Item	Service Life	2004	2009	2012	2014	2016	10-Year Cost	20-Year Cost	Total Annual Cost	Variable Costs	Fixed Costs
		Adjustment for inflation:	116%	109%	110%						
			Replacement Cost -								
Lift Station & Telemetry											
Raw Wastewater Pumps	20	43,000	49,880	54,369	59,806	65,787	0	65,787	3,289	3,289	0
Generator	20	65,560	76,050	82,894	91,183	100,302	0	100,302	5,015	0	5,015
Data Collection Hardware	10	6,300	7,308	7,966	8,762	9,639	9,639	0	964	0	964
Instrument Air Equipment	20	2,000	2,320	2,529	2,782	3,060	0	3,060	153	0	153
Telemetry Systems*	10	12,000	13,920	15,173	16,690	18,359	18,359	0	1,836	0	1,836
Subtotal		$128,860	$149,478	$162,931	$179,224	$197,146	$27,998	$169,148	$11,257	$3,289	$7,968
WWTF											
Pretreatment Screen	10	47,000	54,520	59,427	65,369	71,906	71,906	0	7,191	0	7,191
Pump and Grit Conveyor	20	52,000	60,320	65,749	72,324	79,556	0	79,556	3,978	0	3,978
Pretreatment Blowers	20	6,000	6,960	7,586	8,345	9,180	0	9,180	459	0	459
Grit Removal Equipment	20	14,000	16,240	17,702	19,472	21,419	0	21,419	1,071	0	1,071
Septage & Flow Eq Pumps	20	17,000	19,720	21,495	28,000	30,800	0	30,800	1,540	1,540	0
Disinfection Equipment	20	33,000	38,280	41,725	45,898	50,487	0	50,487	2,524	2,524	0
Chemical Feed Equipment	20	12,000	13,920	15,173	23,000	25,300	0	25,300	1,265	1,265	0
Water Pumps	20	6,000	6,960	7,586	8,345	9,180	0	9,180	459	459	0
RAS & WAS Pumps	20	22,000	25,520	27,817	30,598	33,658	0	33,658	1,683	1,683	0
Sewage Ejectors	20	11,000	12,760	13,908	15,299	16,829	0	16,829	841	0	841
Disc Aerators	20	115,000	133,400	145,406	159,947	175,941	0	175,941	8,797	8,797	0
Clarifiers	20	117,000	135,720	147,935	162,728	179,001	0	179,001	8,950	0	8,950
Sludge Blowers	20	42,000	48,720	53,105	58,415	64,257	0	64,257	3,213	3,213	0
Sludge Concentrator	20	55,000	63,800	69,542	76,496	84,146	0	84,146	4,207	4,207	0
Polymer Equipment	20	9,000	10,440	11,380	12,518	13,769	0	13,769	688	688	0
Sludge Pumps	20	80,000	92,800	101,152	111,221	122,343	0	122,343	6,117	6,117	0
Samplers	10	13,400	15,544	16,943	18,637	20,501	20,501	0	2,050	0	2,050
Sludge Truck	20	71,500	82,940	90,405	99,445	109,390	0	109,390	5,469	5,469	0
Generator	20	120,000	139,200	151,728	166,901	183,591	0	183,591	9,180	0	9,180
VFD Drives	20	40,000	46,400	50,576	55,634	61,197	0	61,197	3,060	0	3,060
Diffusers	10	16,000	18,560	20,230	22,253	24,479	24,479	0	2,448	0	2,448
Subtotal		$898,900	$1,042,724	$1,136,569	$1,260,846	$1,386,930	$116,886	$1,270,044	$75,191	$35,964	$39,227
TOTAL			$1,192,202	$1,299,500	$1,440,069	$1,584,076	$144,884	$1,439,192	**$86,448**	$39,253	$47,195

**WWTF Telemetry only, Village lift station telemetery charged to Village users only.*

36

Collection System Replacement Fund

Item	Service Life	2004	Replacement Cost - 2009	2012	2014	2016	10-Year Cost	15-Year Cost	Annual Cost	Variable Costs	Fixed Costs
Fieldcrest LS Pump #1	15		$8,900	$9,701	$10,671	$11,738	$0	$11,738	$783	783	0
Fieldcrest LS Pump #2	15		$8,900	$9,701	$10,671	$11,738	$0	$11,738	$783	783	0
Little Sister LS Pump #1	15		$12,500	$13,625	$14,988	$16,486	$0	$16,486	$1,099	1,099	0
Little Sister LS Pump #2	15		$12,500	$13,625	$14,988	$16,486	$0	$16,486	$1,099	1,099	0
Forest Lane Grinder Pump #1	15		$4,500	$4,905	$5,396	$5,935	$0	$5,935	$396	396	0
Forest Lane Grinder Pump #2	15		$4,500	$4,905	$5,396	$5,935	$0	$5,935	$396	396	0
Sunny Court Grinder Pump #1	15		$2,400	$2,616	$2,878	$3,165	$0	$3,165	$211	211	0
Sunny Court Grinder Pump #2	15		$2,400	$2,616	$2,878	$3,165	$0	$3,165	$211	211	0
Crows Nest Grinder Pump #1	15		$2,400	$2,616	$2,878	$3,165	$0	$3,165	$211	211	0
Crows Nest Grinder Pump #2	15		$2,400	$2,616	$2,878	$3,165	$0	$3,165	$211	211	0
Pheasant Court Grinder Pump #1	15		$2,400	$2,616	$2,878	$3,165	$0	$3,165	$211	211	0
Pheasant Court Grinder Pump #2	15		$2,400	$2,616	$2,878	$3,165	$0	$3,165	$211	211	0
Little Sister LS Telemetry	10	$2,400	$2,784	$3,035	$3,338	$3,672	$3,672	$0	$367	$0	$367
Future Telemetry											
Forest LS Telemtry	10	$2,400	$2,784	$3,035	$3,338	$3,672	$3,672	$0	$367	$0	$367
Field Crest LS Telemetry	10	$2,400	$2,784	$3,035	$3,338	$3,672	$3,672	$0	$367	$0	$367
Total			$74,552	$81,262	$89,388	$98,327	$11,015	$87,311	**$6,922**	$5,821	$1,102

Village of Sister Bay Total Replacement Charges **$93,370**

37

Summary of Village Debt Service
Information from Village of Sister Bay

	Fund	2012	2013	2014	2015
*	Loan #40 - Crow's Nest*	$8,828	$8,828	$8,828	$8,828
**	Loan #48 - WWTP exp, Village share	$41,186	$44,967	$46,130	$49,621
***	Loan #48 - Pending projects	$43,772	$47,791	$49,028	$52,737
	Total	$93,786	$101,586	$103,986	$111,186
	Meter Equivalents	1,509.0	1,509.0	1,509.0	1,509.0
	Quarterly Charge	$15.54	$16.83	$17.23	$18.42

* **10 years, 4.4% on deferred asssessments; 37% water, 63% sewer**
(includes the deferred portion only)

** **Village share of project = 50% was used for 2009 loan balance**
54.15% was proposed for 2010

Correction for 2010 forward

**	Village share of WWTP 2004-5 expansion	$441,147.61	
	Total amount of Loan #48 - WWTP Expansion	$910,000.00	
	Percentage of loan used for expansion		**48.478%**

*** **Pending projects: 48.5% of Loan 48 was held in interest-bearing accounts for future projects.**

Examples with estimated costs:	2012	2013	2014	2015
1) Televise and clean sewers	10,684	7,800	7,000	7,000
2) Repair sewers as shown by #1	-	3,950	2,500	2,500
3) Lift station repairs	4,596	5,000	5,000	5,000
4) Sister Bluff Estates manhole repairs	-	-	28,000	-
5) Engineering for downtown sewer	$17,901	50,000	28,000	-
6) Construction administration	-	6,800	13,650	-
7) Construction costs		$519,500	519,530	
	$33,181	**$593,050**	**$603,680**	**$14,500**

38

Unit Capital Debt Service Costs

Parameter	Flow	BOD	TSS	P	Total
Annual Cost*	$63,810	$49,171	$36,122	$10,025	$159,128 *
Allocation	40.10%	30.90%	22.70%	6.30%	
Loading Level	81,398,600	191,803	181,931	4,608	
Unit Cost	**$0.78**	**$0.26**	**$0.20**	**$2.18**	
(per 1,000 gallons for flow, per lb for BOD, TSS, P)					

**Village Debt Service Costs are summarized on Village Debt Service Summary*

CAPITAL COSTS:

Original 1989 WWTP Capital Cost	$4,982,263.00
Federal Grants	($2,730,542.00)
Capital addition 2004-5	$930,845.00
	$3,182,566.00

**one twentieth of the total capital cost to be charged annually*

Data Entry Page

Items to gather prior to data entry:

1) Current Sister Bay rate schedule.
2) Prior year completed financial report, Wastewater and Collection Revenue/Expenditure.
3) Prior year PSC report page W-2 and page W-23.
4) Prior year Capacity Reports.
5) Prior year Compliance Maintenance Annual Report.
6) Prior year Billing and Usage Summary. (SB & LGUD#1)
7) Summary of Hauling Wastes (from utility clerk).
8) Length of any additional sewer line extensions (from engineers).
9) Data for inflation rate on replacement fund items (from engineers).

A column will need to be added to the replacement summary page to reflect the inflation increase.

The Meter Summary page, cell F16 will need to be changed to pick up the amount from the current year of the Village Debt Service page.
Update O & M page, cell A-26 to reflect correct %.

Study year =	2015
# of days in year	365

EXISTING RATES: ***from Sister Bay rate schedule***

SB Sewered Volume Charge			3.16	
LGUD Sewered Volume Charge			2.64	
Fixed Charges				
	O & M	LGUD	47.70	sb Coll
	Total	Sister Bay	80.10	13.60
Unsewered Volume Charge				debt
	Holding Tank		7.28	18.80
	Septage		57.53	
Unsewered Debt Charge				
	Holding Tank		4.24	
	Septage		18.32	
High Strength Waste Surcharge				
Flow			2.68	per 1000 gl
B.O.D over 300 mg/l			0.91	*
S.S over 250 mg/l			0.61	*
P over 12 mg/l			8.07	*

* .x .00833 x concentration x flow /1000 gal.

REPLACEMENT COST ADJUSTMENT FOR INFLATION: ***from engineer***

Increase percentage		# of years	
5	%	2	110 %

PRIOR YEAR REVENUE: ***from year end fin. report Caselle - WWTP & Coll.***

Year =	2014	***Revenue Acct. nos.***
Total revenue	$669,035	*600-46-410,-411,-412,-447 & 600-47-391,-392,-491,-496*

Hauled Waste:		***Caselle - WWTP Acct #s***
Holding Tank	$50,058	*600-46436 & 46437*
Septic	$22,268	*600-46436 & 46437*
Outside Holding	$1,068	*600-46438*
Outside Septic	$910	*600-46438*

WATER METER SUMMARY: ***from PSC Report page W-23***

Sister Bay:

size	**# of meters**	**water only**	
5/8, 3/4	1023	35	*1058*
1	67	3	*70*
1 1/2	21	1	*22*
2	29	2	*31*
3	5	2	*7*
LGUD:	*1145*	*43*	*1188*

size	**# of meters**	**water only**	
5/8, 3/4	148	0	*148*
1	21	3	*24*
1 1/2	1	0	*1*
2	3	1	*4*
3	0	0	*0*
	173	*4*	*177*

40

ANNUAL LOADING SUMMARY:

BOD TSS & P from Capacity reports
*average from Compliance Maint. Anuual Report**
**-Influent Monthly Average Flow, MGD*

Plant	average	BOD mg/l	TSS mg/l	P* mg/l
January	0.1433	184	179	6.3
February	0.1336	216	184	4.5
March	0.1292	229	205	6.1
April	0.4008	111	129	3.8
May	0.2070	274	294	7.6
June	0.2230	376	314	8.5
July	0.3048	347	305	8.4
August	0.2881	421	370	9.3
September	0.2816	397	389	8.4
October	0.2688	289	325	6.2
November	0.1551	232	207	5.4
December	0.1376	245	213	5.6

METERED WATER SALES: ***from PSC report page W-2***

Sister Bay:	Number of Users	Water Sales*	*1,000's of gallons LGUD:	Water Sales
Residential	869	24,894		4,326
Commercial	190	28,175		1,594
Industrial	0	0		0
Public	15	3,875		0
Sister Bay Total Unmetered Water:			174	

Water Only Sales: ***from billing and usage summary***

	Sister Bay		LGUD #1
Residential	628		268
Commercial	1,030		79
Industrial	0		0
Public	2,319		0
	3,977	*proof*	*347*

HAULED WASTES SUMMARY ***from Summary of Hauling Wastes kept by utility clerk***

Summary of Flows:

	Sister Bay*		Town of Liberty Grove		Outside Service Area	
	Septic	Holding	Septic	Holding	Septic	Holding
January	0	8,300	1,000	250,300	0	0
February	0	9,800	2,000	224,500	0	0
March	0	9,000	2,000	185,800	0	29,700
April	0	27,500	12,000	332,200	0	0
May	0	18,700	28,450	534,400	1,000	3,200
June	0	21,800	23,100	698,100	0	0
July	2,000	56,000	19,900	1,345,800	1,000	0
August	0	47,500	41,500	1,056,800	3,000	4,600
September	5,000	75,700	131,950	710,300	1,000	61,300
October	1,000	44,500	97,900	626,600	6,000	4,700
November	1,000	10,400	7,200	283,500	0	8,700
December	0	11,000	6,300	287,600	0	0
	9,000	*340,200*	*373,300*	*6,535,900*	*12,000*	*112,200*

SUMMARY OF TOTAL LOADINGS:

Hauled	Avg BOD	Avg TSS	Avg P
January	225	312	12.70
February	263	226	8.70
March	257	233	12.00
April	538	762	18.70
May	432	718	16.90
June	501	1,335	15.10
July	407	336	13.70
August	590	725	17.40
September	827	1,353	19.60
October	617	1,584	18.60
November	384	528	14.30
December	254	376	12.30
	441	*707*	*15.00*

from Capacity reports

**District included, no hauled wastes from District*

DETERMINATION OF I.I VOLUME: total feet of gravity sewer lines added ***additional amounts from engineer***

Year:	2009	2011	2012	2013	2014	2015	2016	Total
Sister Bay additions:	82,805	858			147			83,810
LGUD additions:	23,449							23,449

PRIOR YEAR EXPENDITURES: ***from year end financial report*** ***Caselle Acct. nos.***

Wastewater **Amount** ***Wastewater account #600-62-***

41

Supervision and Labor	100,018.79		*-101,-110,-112 &-113*
Power (WWTP + pumping)	56,697.76		*-320*
Power (WWTP + pumping)	12,315.14		*-325*
Chemicals	10,668.35		*-465*
Other Supplies & Exp	16,379.00		*-365,-375,-430,-440,-460,-470,-490,-495*
System Maintenance	58,582.17		*-624,-625,-630,-675,-705 &-715*
General Plant Maint	2,344.34		*-620*
Transportation	4,417.95		*-701,-710*
Administrative payroll	25,905.05		*-105*
Office Supplies & Exp	8,204.40		*-360,-370,-401,-405,-410,-415,-420,-601*
Outside Services	22,522.19		*-501,-502,-504,-505,-506,-507,-510,-512,-515,-530,-551,-552,-553,-554,595,-605*
FICA Taxes	9,396.97		*-120*
Employee Benefits	51,899.76		*-115,-125,-130,-135,-140,-145,-190,-201,-205,-210,-215*
Insurance	7,722.78		*-525*
Sludge Disposal	28,831.39		*-461,-561*
Misc General Expenses	536.43		*-910,-930, 975*
	416,442.47		
depreciation & interest	286,770.50		*-971,-986*
	703,212.97	*proof to general ledger*	
Collection System			***Collection account #600-63-***
Supervision and Labor	28,483.66		*-101,-110,-112,-113,-195*
Power & Fuel	4,495.86		*-330 &-335*
Chemicals	4,788.85		*-465*
Other Supplies & Exp	3,360.72		*-365,-375,-430,-440,-450,-460,-490,-495*
System Maintenance	26,455.76		*-630,-635,-705,-715*
Transportation	1,104.49		*-701,-710*
Administrative payroll	7,482.78		*-105*
Office Supplies & Exp	1,273.54		*-370,-401,-405,-410,-415,-420,-425,-601*
Outside Services	7,025.26		*-501,-502,-504,-505,-506,-507,-509,-510,-515,-530,-554,-595,-605*
FICA Taxes	3,144.28		*-120*
Employee Benefits	18,429.67		*-115,-125,-130,-135,-140,-145,-190,-201,-210,-215*
Insurance	2,944.28		*-525*
Misc General Expenses	82.24		*-910,-930*
	109,071.39		
depreciation & interest	79,225.32		*-971,-986*
	188,296.71	*proof to general ledger*	

INFLATION RATE FORECAST: ***rate to be determined by engineers***

	2016	2017	
Current year addition:	5%	5%	110%

42

VILLAGE OF SISTER BAY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2015

WASTEWATER

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
	PUBLIC CHARGES					
600-46410-20-0000	SEWER SERVICE - MULTI FAMILY	19,607.14	19,607.14	38,860.00	(19,252.86)	50.46
600-46411-20-0000	SEWER SERVICE - RESIDENTIAL	132,186.07	132,186.07	223,434.00	(91,247.93)	59.16
600-46412-20-0000	SEWER SERVICE - COMMERCIAL	71,366.53	71,366.53	130,500.00	(59,133.47)	54.69
600-46418-20-0000	LATE PAYMENT FEES	499.10	499.10	1,061.00	(561.90)	47.04
600-46436-20-0000	SEPTIC & HOLDING - SISTER BAY	725.10	725.10	2,800.00	(2,074.90)	25.90
600-46437-20-0000	SEPTIC & HOLDING-LIBERTY GROVE	16,805.67	16,805.67	70,000.00	(53,194.33)	24.01
600-46438-20-0000	SEPTIC & HOLDING - OTHER AREAS	755.00	755.00	2,150.00	(1,395.00)	35.12
	TOTAL PUBLIC CHARGES	241,944.61	241,944.61	468,805.00	(226,860.39)	51.61
	INTERGOVERNMENTAL CHARGES					
600-47391-20-0000	FIXED SEWER METER CHARGES-LGUD	11,203.95	11,203.95	44,993.00	(33,789.05)	24.90
600-47392-20-0000	MEASURED SEWER SERVICE - LGUD	2,185.92	2,185.92	14,227.00	(12,041.08)	15.36
600-47394-20-0000	ADMIN CHARGES - LGUD (WW)	950.15	950.15	6,262.00	(5,311.85)	15.17
600-47396-20-0000	UNMETERED WASTEWATER - LGUD	105.60	105.60	125.00	(19.40)	84.48
600-47491-20-0000	SEWER SERVICE - VILLAGE (WW)	4,251.59	4,251.59	8,000.00	(3,748.41)	53.14
	TOTAL INTERGOVERNMENTAL CHARGES	18,697.21	18,697.21	73,607.00	(54,909.79)	25.40
	OTHER REVENUE					
600-48110-20-0000	INTEREST/DIVIDENDS - WW	3,435.72	3,435.72	15,618.00	(12,182.28)	22.00
600-48200-20-0000	RENT FROM WW DEPT PROPERTY	.00	.00	1,080.00	(1,080.00)	.00
600-48910-20-0000	REFUNDS/REBATES - WW	93.62	93.62	.00	93.62	.00
600-48951-20-0000	IMPACT FEES - WWTP EXPANSION	8,272.02	8,272.02	22,289.00	(14,016.98)	37.11
	TOTAL OTHER REVENUE	11,801.36	11,801.36	38,987.00	(27,185.64)	30.27
	TOTAL WASTEWATER REVENUE	272,443.18	272,443.18	581,399.00	(308,955.82)	46.86

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2015

WASTEWATER

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
600-62101-00-0000	WAGES - FULL TIME	42,565.95	42,565.95	108,667.00	66,101.05	39.17
600-62105-00-0000	WAGES, ADMIN - WW	3,049.86	3,049.86	9,307.00	6,257.14	32.77
600-62105-62-0000	WAGES, CLERK - WW	8,128.44	8,128.44	17,668.00	9,539.56	46.01
600-62110-00-0000	OVERTIME	2,570.53	2,570.53	3,163.00	592.47	81.27
600-62112-62-0000	PAID LEAVE - JOINT WWTP	7,168.69	7,168.69	.00	(7,168.69)	.00
600-62113-62-0000	COMP TIME USED	4,422.75	4,422.75	.00	(4,422.75)	.00
600-62115-00-0000	RETIREMENT	4,468.01	4,468.01	9,439.00	4,970.99	47.34
600-62120-00-0000	SOCIAL SECURITY	5,010.60	5,010.60	10,619.00	5,608.40	47.19
600-62125-00-0000	INSURANCE, MEDICAL	21,313.55	21,313.55	40,210.00	18,896.45	53.01
600-62130-00-0000	INSURANCE, DENTAL	1,222.95	1,222.95	2,560.00	1,337.05	47.77
600-62135-00-0000	INSURANCE, DISABILITY	532.98	532.98	1,163.00	630.02	45.83
600-62140-00-0000	INSURANCE, GROUP LIFE	190.68	190.68	401.00	210.32	47.55
600-62145-00-0000	INSURANCE, WORK COMP	4,050.84	4,050.84	8,608.00	4,557.16	47.06
600-62190-00-0000	BENEFIT FEES AND PENALTIES	138.73	138.73	130.00	(8.73)	106.72
600-62191-00-0000	VILLAGE CLERK REIMBURSEMENT	.00	.00	(763.00)	(763.00)	.00
600-62193-00-0000	TKH CLERK REIMBURSEMENT	.00	.00	(293.00)	(293.00)	.00
	PERSONNEL	104,834.56	104,834.56	210,879.00	106,044.44	49.71
600-62201-00-0000	TRAVEL/TRAINING - WASTEWATER	397.68	397.68	2,500.00	2,102.32	15.91
600-62210-00-0000	EXPENSE ALLOWANCE/MEALS	.00	.00	100.00	100.00	.00
600-62215-00-0000	UNIFORMS & CLOTHING	154.17	154.17	1,000.00	845.83	15.42
	INDIRECT EMPLOYEE	551.85	551.85	3,600.00	3,048.15	15.33
600-62320-00-0000	ELECTRIC POWER	24,067.83	24,067.83	60,500.00	36,432.17	39.78
600-62325-00-0000	FUEL	4,332.10	4,332.10	12,500.00	8,167.90	34.66
600-62360-00-0000	TELEPHONES	510.11	510.11	1,275.00	764.89	40.01
600-62365-00-0000	CELLPHONES	406.45	406.45	875.00	468.55	46.45
600-62370-00-0000	INTERNET	374.28	374.28	800.00	425.72	46.78
600-62375-00-0000	TELEMETRY	375.68	375.68	775.00	399.32	48.47
	UTILITY COSTS	30,066.45	30,066.45	76,725.00	46,658.55	39.19

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2015

WASTEWATER

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
600-62401-00-0000	OFFICE SUPPLIES & EXP.	475.06	475.06	2,000.00	1,524.94	23.75
600-62405-00-0000	COMPUTER HARDWARE/SOFTWARE	26.52	26.52	100.00	73.48	26.52
600-62410-00-0000	PRINTING & COPYING	571.52	571.52	1,500.00	928.48	38.10
600-62415-00-0000	POSTAGE & SHIPPING	616.04	616.04	1,650.00	1,033.96	37.34
600-62420-00-0000	DUES & PUBLICATIONS	1,374.23	1,374.23	2,000.00	625.77	68.71
600-62430-00-0000	CUSTODIAL SUPPLIES	62.73	62.73	250.00	187.27	25.09
600-62440-00-0000	MEDICAL/SAFETY SUPPLIES	106.00	106.00	750.00	644.00	14.13
600-62460-00-0000	TOOLS/MINOR EQUIPMENT	2,682.30	2,682.30	2,000.00	(682.30)	134.12
600-62461-00-0000	SLUDGE TREATMENT SUPPLIES	1,491.20	1,491.20	5,500.00	4,008.80	27.11
600-62465-00-0000	CHEMICALS	474.19	474.19	18,000.00	17,525.81	2.63
600-62470-00-0000	LAB SUPPLIES - WWTP	2,981.07	2,981.07	10,000.00	7,018.93	29.81
600-62490-00-0000	MISC. PLANT OPERATING SUPPLIES	.00	.00	500.00	500.00	.00
600-62495-00-0000	MISC. OTHER SUPPLIES	49.08	49.08	500.00	450.92	9.82
	SUPPLIES	10,909.94	10,909.94	44,750.00	33,840.06	24.38
600-62501-00-0000	AUDIT	4,507.65	4,507.65	5,200.00	692.35	86.69
600-62502-00-0000	ACCOUNTING/SOFTWARE SUPPORT	1,101.90	1,101.90	2,750.00	1,648.10	40.07
600-62504-00-0000	INFORMATION TECHNOLOGY	.00	.00	1,000.00	1,000.00	.00
600-62507-00-0000	TESTING	518.70	518.70	2,000.00	1,481.30	25.94
600-62510-00-0000	CONSULTING	1,087.50	1,087.50	5,000.00	3,912.50	21.75
600-62512-00-0000	LAUNDRY SERVICE	462.15	462.15	1,800.00	1,337.85	25.67
600-62515-00-0000	LEGAL SERVICES	202.75	202.75	2,000.00	1,797.25	10.14
600-62525-00-0000	PROPERTY/LIABILITY INS.	7,085.26	7,085.26	9,910.00	2,824.74	71.50
600-62530-00-0000	LEGAL NOTICES & ADS	.00	.00	250.00	250.00	.00
600-62551-00-0000	RUBBISH DISPOSAL	1,468.90	1,468.90	2,200.00	731.10	66.77
600-62554-00-0000	LAWN MAINTENANCE	.00	.00	3,000.00	3,000.00	.00
600-62561-00-0000	SLUDGE HAULING & PROCESSING	8,449.00	8,449.00	30,500.00	22,051.00	27.70
600-62595-00-0000	MISC. OTHER SERVICES	80.00	80.00	300.00	220.00	26.67
	SERVICES	24,963.81	24,963.81	65,910.00	40,946.19	37.88
600-62601-00-0000	OFFICE EQUIPMENT	14.20	14.20	200.00	185.80	7.10
600-62605-00-0000	COMPUTER MAINTENANCE	37.09	37.09	250.00	212.91	14.84
600-62620-00-0000	WWTP- BLDG & STRUCTURES MAINT.	591.06	591.06	10,000.00	9,408.94	5.91
600-62624-00-0000	WWTP- LAB EQUIPMENT MAINT.	313.62	313.62	.00	(313.62)	.00
600-62625-00-0000	WWTP- FIXED EQUIPMENT MAINT.	6,264.92	6,264.92	50,000.00	43,735.08	12.53
600-62630-00-0000	MAIN LIFT STATION/FORCE MAIN	6,315.57	6,315.57	10,000.00	3,684.43	63.16
600-62675-00-0000	EQUIPMENT RENTAL	110.00	110.00	.00	(110.00)	.00
	MAINTENANCE	13,646.46	13,646.46	70,450.00	56,803.54	19.37
600-62701-00-0000	VEHICLE MAINTENANCE	272.11	272.11	2,000.00	1,727.89	13.61
600-62705-00-0000	EQUIPMENT MAINTENANCE	14.48	14.48	500.00	485.52	2.90
600-62710-00-0000	VEHICLE GAS/OIL/FLUIDS	679.98	679.98	4,000.00	3,320.02	17.00
600-62715-00-0000	EQUIPMENT GAS/OIL/FLUIDS	751.76	751.76	1,500.00	748.24	50.12
	VEHICLES AND EQUIPMENT	1,718.33	1,718.33	8,000.00	6,281.67	21.48

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2015

WASTEWATER

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
600-62930-00-0000	BANK FEES & FINANCE CHARGES	89.55	89.55	250.00	160.45	35.82
600-62971-00-0000	DEPRECIATION EXP - WWTP	131,552.52	131,552.52	263,105.00	131,552.48	50.00
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	11,178.75	11,178.75	22,358.00	11,179.25	50.00
	MISCELLANEOUS	142,820.82	142,820.82	287,713.00	144,892.18	49.64
	TOTAL WASTEWATER EXPENDITURES	329,512.22	329,512.22	768,027.00	438,514.78	42.90
	NET REVENUES OVER EXPENDITURES	(57,069.04)	(57,069.04)	(186,628.00)	(747,470.60)	(30.58)

DRAFT

4. Wastewater Department Operation

A comparative analysis of the wastewater treatment plant and wastewater collection activities for the year ended December 31, 2014 and 2013 follows:

Treatment Plant

	2014	2013
Operating Revenues		
General customers	$ 402,848	$ 349,155
Service to other systems	64,890	64,075
Other sewage service	74,304	76,750
Miscellaneous	2,256	2,264
Total Operating Revenues	544,298	492,244
Operating Expenses		
Operation and maintenance	406,722	395,455
Depreciation	261,846	261,846
Taxes	9,397	9,869
Total Operating Expenses	677,965	667,170
Operating Loss	(133,667)	(174,926)
Nonoperating Revenues (Expenses)		
Interest income (estimated allocation)	14,882	14,326
Impact fees	20,842	28,712
Interest on long-term debt (estimated allocation)	(24,925)	(27,541)
Miscellaneous	(297)	(1,727)
Gain on sale of land	-	175,455
Total Nonoperating Revenues (Expenses)	10,502	189,225
Net Income (Loss) before Contributions	$ (123,165)	$ 14,299

The above operating loss for the treatment plant resulted from not recovering sufficient revenues from customers to fund annual depreciation expense of $261,846 from the Wastewater Treatment Plant. However, the utility is generating positive cash flows from operating activities as depreciation is not a current cash use and the principal payment on long-term debt for 2014 was $138,600. See the cash flow statement on page 15 of the financial statements.

Village of Sister Bay
Water & Sewer Utilities
WWTP Rep fund activity - 2014

G/L account #	beginning bal	additions	int earned	dispursements		12/31/2014 Balance
600-11620-0000	$ 102,554.96		$ 2.48	$ 7,490.00	Ahern	
Baylake Bank - savings			$ 5.87	$ 5,191.00	Xylem	
			$ 8.69	$ 4,365.50	Hach	
			$ 8.13	$ 2,035.34	Dorner Co	
			$ 8.13	$ 4,968.32	NCL Labs	
			$ 8.40	$ 1,158.00	L & S Electric	
			$ 8.10	$ 1,431.00	Sabel Mechanical	
			$ 7.48	$ 2,344.74	Energenics	
			$ 7.81	$ 940.00	Crane	
			$ 7.00	$ 11,142.17	Anderson Pump	
			$ 6.05	$ 1,803.81	NCL Labs	
			$ 5.91	$ 1,359.00	L & S Electric	
						$ 58,410.13
600-11621-0000	$ 73,475.45	$ 141,583.82	$ 107.51	$ 114,775.15	transfer to checking	$ 100,391.63
First Business - Money Market						
600-11622-0000	$ 288,072.15		$ 4,063.66			$ 292,135.81
American Deposit Mngt - CD						
600-11623-0000	$ 314,420.27	$ 250,000.00	$ 6,028.27	$ 315,557.82	transfer from checking	$ 254,890.72
Baylake Bank - CDARS						
600-11624-0000	$ 128,655.63	$ 245,000.00	$ 881.59	$ 129,532.63		$ 245,004.59
Baylake Bank - CDARS						
	$ 907,178.46	$ 636,583.82	$ 11,165.08	$ 604,094.48		**$ 950,832.88**

SAFETY & HEALTH PROCEDURES PROGRAM & TRAINING PROPOSAL

June 5, 2015

Village of Sister Bay
2383 Maple Drive
P.O. Box 769
Sister Bay, WI 54234

Contact:
Steve Jacobson
Utility Manager

Advanced Safety Technology, Inc.
14301 W. Lincoln Avenue
New Berlin, Wisconsin 53151

Phone: (262) 796-8605
E-Mail: vmatarrese.astinc@yahoo.com
Website: advancedsafetytechnology.com

Proposal For Attached Services.

Confidentiality Agreement
It is understood and agreed to that the below identified discloser of confidential information may provide certain information that is and must be kept confidential. To ensure the protection of such information, and to preserve any confidentiality necessary under patent and/or trade secret laws, it is agreed that

1. The Confidential Information to be disclosed can be described as and includes:
   Invention description(s), technical and business information relating to proprietary ideas and inventions, ideas, patentable ideas, trade secrets, drawings and/or illustrations, patent searches, existing and/or contemplated products and services, research and development, production, costs, profit and margin information, finances and financial projections, customers, clients, marketing, and current or future business plans and models, regardless of whether such information is designated as “Confidential Information” at the time of its disclosure.

2. The Recipient agrees not to disclose the confidential information obtained from the discloser to anyone unless required to do so by law.

3. This Agreement states the entire agreement between the parties concerning the disclosure of Confidential Information. Any addition or modification to this Agreement must be made in writing and signed by the parties.

4. If any of the provisions of this Agreement are found to be unenforceable, the remainder shall be enforced as fully as possible and the unenforceable provision(s) shall be deemed modified to the limited extent required to permit enforcement of the Agreement as a whole.

The Recipient shall limit disclosure of Confidential Information within its own organization to its directors, officers, partners, members, employees and/or independent contractors (collectively referred to as “affiliates”) having a need to know. The Recipient and affiliates will not disclose the confidential information obtained from the discloser unless required to do so by law.

Vincent Matarrese III
President

Advanced Safety Technology, Inc.
14301 W. Lincoln Avenue
New Berlin, Wisconsin 53151
(262) 796-8605

SAFETY AND HEALTH PROCEDURES PROGRAM AGREEMENT

Client:
Village of Sister Bay
2383 Maple Drive
P.O. Box 769
Sister Bay, WI 54234

Contact:
Steve Jacobson
Utility Manager

Advanced Safety Technology, Inc. will furnish the following:

SITE-SPECIFIC PROGRAM ASSESSMENTS/EVALUATIONS REQUIRED BY STATE OF WISCONSIN, DEPARTMENT OF SAFETY & PROFESSIONAL SERVICES (DSPS), SPS 332

1. Bloodborne Pathogens (Exposure Control Plan) 29 CFR 1910.1030
   - Exposure Determination
2. Control of Hazardous Energy 29 CFR 1910.147
   - Equipment evaluation
3. Hearing Conservation 29 CFR 1910.95
   - Machine and Equipment Monitoring
4. Permit-Required Confined Space Entry 29 CFR 1910.146
   - Confined Space Evaluation
5. Personal Protective Equipment (PPE) 29 CFR 1910.132
   - PPE Hazard Assessment Certifications
6. Respiratory Protection 29 CFR 1910.134
   - Hazard Evaluation

SAFETY AND HEALTH PROGRAMS

1. Write applicable safety and health procedures as per DSPS CODE SPS 332 requirements.
   - Site-Specific Safety & Health Programs will include:
     a. General Safety and Health Procedures
     b. Exposure Control Plan
     c. Permit-required Confined Space Entry Program
     d. Hazard Communication Program
     e. Hazardous Energy Control Plan
     f. Personal Protective Equipment Program (includes: Hearing Conservation and Respiratory Program)
   - The Safety & Health Programs will include **DSPS 2015 SPS 332 update**.
2. Provide 1 - Supervisor Safety & Health Procedure Manual, 3-ring sleeved binder with clients name on front of binder.
3. Provide 5 - Employee Safety and Health Handbooks (5” x 7”, spiral binded hand books).
4. Provide DSPS safety poster, hazard communication employer and other employer hazard communication poster.

The following schedule will be provided:

Phase 1 - The required assessments, evaluations and determinations will be scheduled.
1. Bloodborne pathogens exposure determination
2. Control of hazardous energy equipment evaluation
3. Hearing conservation machine and equipment monitoring
4. Confined space evaluation
5. Personal protective equipment hazard assessment certifications
6. Respiratory protection hazard evaluation

Note: If the above is not completed on the scheduled date because the client is not prepared or departments do not cooperate, there will be additional charges for time and expenses.

Phase 2 - Develop site-specific written programs.
1. Site-specific written safety and health procedures will be developed.
2. The client safety coordinator will receive a draft copy of the procedures for review (review must be completed within 30 days).
3. Supervisor manual (1 ea.) employee handbooks (5 ea.) and additional manuals/posters will be developed and distributed.
4. Required posters will be distributed.

SAFETY & HEALTH PROGRAM COST:

PHASE 1 & 2 FEE

This fee includes the above services for Phase 1 and Phase 2, 1 - Supervisor Manual and 5 - Employee Handbooks.

Village of Sister Bay (Utilities, Parks & Recreation, Marina, etc.)	$4,000.00
Safety Consultant Expenses for Traveling (Phase 1 and 2)	$80.00/night
	$35.00/diem
	$.55/mile

Advanced Safety Technology, Inc. is not responsible for inventorying chemicals, collecting or requesting material safety data sheets. Manuals, handbooks and written procedures were developed for Client only and not for any other employers. Neither the manual or handbook or any part of the manual or handbook may be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopying, recording, or by any information storage and retrieval system, without permission in writing from Advanced Safety Technology, Inc.

Additional Supervisor Manuals	
3-Ring Binders	$45.00 ea.
Additional Employee Handbooks	
5”x7” Handbooks	$5.00 ea.

Client will be invoiced separately for Phase 1 and Phase 2. Phase 1 cost will be 60% of initial program cost. Phase 2 invoice will be 40% of initial program cost plus the additional Supervisor Manual and Employee Hand Book cost if members request additional manuals and handbooks.

ACCEPTANCE: Please Read And Fill In The Bottom And Return Agreement To AST

The client agrees to pay all invoices within thirty days from invoice date and agree that any unpaid balances is subject to interest at an annual rate of eighteen percent (18%), as computed on a monthly basis or the minimum rate permitted by applicable law, whichever is greater. Client also agrees to pay all costs of collection, including costs of litigation and reasonable attorneys' fees, if client does not pay invoice when due.

Village of Sister Bay
2383 Maple Drive
P.O. Box 769
Sister Bay, WI 54234

_____ (signed)

_____ (title)

_____ (date)

_____ (purchase order#)

ACCEPTANCE: Please Read And Sign The Above And Return Program Agreement To Advanced Safety Technology, Inc.

Sister Bay and Liberty Grove Sanitary District #1 Quarterly Water Usage (in 1000 gls)

1st Quarter

Year	Sister Bay [0900]		Liberty Grove Sanitary Dist#1 [0910]	
yyyy	Tot/Qtr	ratio	Tot/Qtr	ratio
2011	11482.0	0.9068	1180.0	0.0932
2012	10668.0	0.9054	1115.0	0.0946
2013	9298.0	0.8945	1097.0	0.1055
2014	9830.0	0.8931	1177.0	0.1069
2015	16166.0	0.9186	1433.0	0.0814
2016				

2nd Quarter

Sister Bay [0900]		Liberty Grove Sanitary Dist#1 [0910]	
Tot/Qtr	ratio	Tot/Qtr	ratio
8099.0	0.9223	682.0	0.0777
7382.0	0.9105	726.0	0.0895
8091.0	0.9291	617.0	0.0709
7934.0	0.9143	744.0	0.0857
6513.0	0.8872	828.0	0.1128

3rd Quarter

Year	Sister Bay [0900]		Liberty Grove Sanitary Dist#1 [0910]	
yyyy	Tot/Qtr	ratio	Tot/Qtr	ratio
2011	10205.0	0.8999	1135.0	0.1001
2012	12622.0	0.8977	1439.0	0.1023
2013	10426.0	0.8937	1240.0	0.1063
2014	10258.0	0.8911	1253.0	0.1089
2015				
2016				

4th Quarter

Sister Bay [0900]		Liberty Grove Sanitary Dist#1 [0910]	
Tot/Qtr	ratio	Tot/Qtr	ratio
28148.0	0.8962	3259.0	0.1038
26374.0	0.8834	3481.0	0.1166
23173.0	0.8850	3010.0	0.1150
22586.0	0.9007	2490.0	0.0993

All data is shown in the quarter following actual. Example: The first quarter 2014 usage is shown in the 2nd quarter 2014 of this spreadsheet.

1st qtr 2015 data reflects a large catch-up for underreported non-commercial usage.

Please note Total Quarterly Usage is shown in thousand gallons.

Village of Sister Bay Capacity Report
TOTAL Plant Loads

Month/Yr	Hydraulic Flow Tot mg/mo	Avg mgd	0.945 % Usage
January-2015	3.8040	0.1227	12.99
February-2015	3.0470	0.0969	11.52
March-2015	3.6220	0.1168	12.36
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-2014	4.2670	0.1376	14.57
Tot mg/Yr=	79.6710	Yrly Ave % Use =	23.06

Month/Yr	BOD5 Tot lbs/mo	Avg lbs/dy	2369 % Usage
January-2015	8925	288	12.15
February-2015	7902	267	11.91
March-2015	7592	245	10.34
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-2014	8726	281	11.88
Tot lbs/Yr=	195605	Yrly Ave % Use =	22.55

Month/Yr	TSS Tot lbs/mo	Avg lbs/dy	2176 % Usage
January-2015	7030	227	10.42
February-2015	7048	214	11.57
March-2015	7095	229	10.52
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-2014	7579	244	11.24
Tot lbs/Yr=	184506	Yrly Ave % Use =	23.16

Month/Yr	TP Tot lbs/mo	Avg lbs/dy	102 % Usage
January-2015	174.7	5.6	5.52
February-2015	181.9	5.8	6.37
March-2015	197.8	6.4	6.26
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-2014	200.5	6.5	6.34
Tot lbs/Yr=	4609.7	Yrly Ave % Use =	12.35

Village of Sister Bay Capacity Report
Sister Bay Loadings

Month/Yr	Hydraulic Flow Tot mg/mo	Avg mgd	0.62 % Usage
January-2015	3.2640	0.1053	16.98
February-2015	2.6330	0.0940	15.17
March-2015	3.0950	0.0998	16.10
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-2014	3.7500	0.1210	19.51
Tot mg/Yr=	66.2040	Yrly Ave % Use =	29.22

Month/Yr	BOD5 Tot lbs/mo	Avg lbs/dy	905 % Usage
January-2015	7641	246	27.24
February-2015	6695	239	26.42
March-2015	6397	206	22.80
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-2014	7650	247	27.27
Tot lbs/Yr=	150828	Yrly Ave % Use =	45.54

Month/Yr	TSS Tot lbs/mo	Avg lbs/dy	1076 % Usage
January-2015	5874	189	17.61
February-2015	5883	210	19.53
March-2015	5954	192	17.85
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-2014	6295	203	18.87
Tot lbs/Yr=	124961	Yrly Ave % Use =	31.72

Month/Yr	TP Tot lbs/mo	Avg lbs/dy	54 % Usage
January-2015	138.4	4.5	8.27
February-2015	149.6	5.3	9.89
March-2015	151.9	4.9	9.07
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-2014	161.3	5.2	9.63
Tot lbs/Yr=	3347	Yrly Ave % Use =	16.95

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

Month/Yr	Hydraulic Flow Tot mg/mo	Avg mgd	0.059 % Usage
January-2015	0.2873	0.0093	15.71
February-2015	0.2320	0.0110	14.04
March-2015	0.2730	0.0110	14.92
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-2014	0.2282	0.0074	12.48
Tot mg/Yr=	6.5656	Yrly Ave % Use =	30.42

Month/Yr	BOD5 Tot lbs/mo	Avg lbs/dy	105 % Usage
January-2015	673	22	20.66
February-2015	589	21	20.02
March-2015	563	18	17.31
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-2014	466	15	14.31
Tot lbs/Yr=	15342	Yrly Ave % Use =	39.88

Month/Yr	TSS Tot lbs/mo	Avg lbs/dy	101 % Usage
January-2015	516	17	16.47
February-2015	516	22	18.26
March-2015	524	17	16.74
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-2014	382	12	12.21
Tot lbs/Yr=	12528	Yrly Ave % Use =	33.84

Month/Yr	TP Tot lbs/mo	Avg lbs/dy	5 % Usage
January-2015	12.1	0.4	7.80
February-2015	13.1	0.6	9.37
March-2015	13.3	0.4	8.57
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-2014	9.8	0.3	6.31
Tot lbs/Yr=	336.8	Yrly Ave % Use =	18.39

Village of Sister Bay Capacity Report
Town of Liberty Grove

Month/Yr mmmm-yyyy	Hydraulic Flow Tot mg/mo	Avg mgd	0.266 % Usage
January-2015	0.2530	0.0082	3.07
February-2015	0.1828	0.0065	2.45
March-2015	0.2540	0.0082	3.08
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-2014	0.2880	0.0093	3.49
Tot mg/Yr=	6.9026	Yrly Ave % Use =	7.07

Month/Yr mmmm-yyyy	BOD5 Tot lbs/mo	Avg lbs/dy	1359 % Usage
January-2015	612	20	1.45
February-2015	618	22	1.62
March-2015	631	20	1.50
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-2014	610	20	1.45
Tot lbs/Yr=	29436	Yrly Ave % Use =	5.91

Month/Yr mmmm-yyyy	TSS Tot lbs/mo	Avg lbs/dy	999 % Usage
January-2015	640	21	2.07
February-2015	649	11	2.32
March-2015	617	20	1.99
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-2014	903	29	2.91
Tot lbs/Yr=	47019	Yrly Ave % Use =	12.86

Month/Yr mmmm-yyyy	TP Tot lbs/mo	Avg lbs/dy	43 % Usage
January-2015	24.2	0.8	1.82
February-2015	19.2	0.7	1.59
March-2015	32.6	1.1	2.44
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-2014	29.5	1.0	2.21
Tot lbs/Yr=	925.9	Yrly Ave % Use =	5.87

Village of Sister Bay Capacity Report
TOTAL Plant Loads

Month/Yr	Hydraulic Flow Tot mg/mo	Avg mgd	0.945 % Usage
January-2015	3.8040	0.1227	12.99
February-2015	3.0470	0.0969	11.52
March-2015	3.6220	0.1168	12.36
April-2015	4.1680	0.1389	14.70
May-2015	5.7220	0.1846	19.53
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-2014	4.2670	0.1376	14.57
Tot mg/Yr=	71.1230	Yrly Ave % Use =	20.55

Month/Yr	BOD5 Tot lbs/mo	Avg lbs/dy	2369 % Usage
January-2015	8925	288	12.15
February-2015	7902	267	11.91
March-2015	7592	245	10.34
April-2015	14199	473	19.98
May-2015	19598	632	26.69
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-2014	8726	281	11.88
Tot lbs/Yr=	203649	Yrly Ave % Use =	23.48

Month/Yr	TSS Tot lbs/mo	Avg lbs/dy	2176 % Usage
January-2015	7030	227	10.42
February-2015	7048	214	11.57
March-2015	7095	229	10.52
April-2015	17224	574	26.38
May-2015	17347	560	25.72
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-2014	7579	244	11.24
Tot lbs/Yr=	190433	Yrly Ave % Use =	23.91

Month/Yr	TP Tot lbs/mo	Avg lbs/dy	102 % Usage
January-2015	174.7	5.6	5.52
February-2015	181.9	5.8	6.37
March-2015	197.8	6.4	6.26
April-2015	291.2	9.7	9.52
May-2015	404.2	13.0	12.78
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-2014	200.5	6.5	6.34
Tot lbs/Yr=	4512.8	Yrly Ave % Use =	12.08

Village of Sister Bay Capacity Report
Sister Bay Loadings

Month/Yr	Hydraulic Flow Tot mg/mo	Avg mgd	0.62 % Usage
January-2015	3.2640	0.1053	16.98
February-2015	2.6330	0.0940	15.17
March-2015	3.0950	0.0998	16.10
April-2015	3.3970	0.1132	18.26
May-2015	4.6060	0.1486	23.96
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-2014	3.7500	0.1210	19.51
Tot mg/Yr=	58.1680	Yrly Ave % Use =	25.63

Month/Yr	BOD5 Tot lbs/mo	Avg lbs/dy	905 % Usage
January-2015	7641	246	27.24
February-2015	6695	239	26.42
March-2015	6397	206	22.80
April-2015	10624	354	39.13
May-2015	13581	438	48.41
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-2014	7650	247	27.27
Tot lbs/Yr=	154711	Yrly Ave % Use =	46.71

Month/Yr	TSS Tot lbs/mo	Avg lbs/dy	1076 % Usage
January-2015	5874	189	17.61
February-2015	5883	210	19.53
March-2015	5954	192	17.85
April-2015	11698	390	36.24
May-2015	10943	353	32.81
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-2014	6295	203	18.87
Tot lbs/Yr=	126425	Yrly Ave % Use =	32.10

Month/Yr	TP Tot lbs/mo	Avg lbs/dy	54 % Usage
January-2015	138.4	4.5	8.27
February-2015	149.6	5.3	9.89
March-2015	151.9	4.9	9.07
April-2015	205.8	6.9	12.70
May-2015	291.1	9.4	17.39
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-2014	161.3	5.2	9.63
Tot lbs/Yr=	3240	Yrly Ave % Use =	16.39

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

Month/Yr	Hydraulic Flow Tot mg/mo	Avg mgd	0.059 % Usage
January-2015	0.2873	0.0093	15.71
February-2015	0.2320	0.0110	14.04
March-2015	0.2730	0.0110	14.92
April-2015	0.4290	0.0143	24.24
May-2015	0.5785	0.0187	31.63
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-2014	0.2282	0.0074	12.48
Tot mg/Yr=	6.0736	Yrly Ave % Use =	28.09

Month/Yr	BOD5 Tot lbs/mo	Avg lbs/dy	105 % Usage
January-2015	673	22	20.66
February-2015	589	21	20.02
March-2015	563	18	17.31
April-2015	1330	44	42.21
May-2015	1076	35	33.06
June-2014	1669	56	51.28
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-2014	466	15	14.31
Tot lbs/Yr=	16000	Yrly Ave % Use =	41.47

Month/Yr	TSS Tot lbs/mo	Avg lbs/dy	101 % Usage
January-2015	516	17	16.47
February-2015	516	22	18.26
March-2015	524	17	16.74
April-2015	1449	48	47.82
May-2015	1324	43	42.29
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-2014	382	12	12.21
Tot lbs/Yr=	13344	Yrly Ave % Use =	36.06

Month/Yr	TP Tot lbs/mo	Avg lbs/dy	5 % Usage
January-2015	12.1	0.4	7.80
February-2015	13.1	0.6	9.37
March-2015	13.3	0.4	8.57
April-2015	25.6	0.9	17.07
May-2015	36.0	1.2	23.22
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-2014	9.8	0.3	6.31
Tot lbs/Yr=	342.4	Yrly Ave % Use =	18.69

Village of Sister Bay Capacity Report
Town of Liberty Grove

Month/Yr mmmm-yyyy	Hydraulic Flow Tot mg/mo	Avg mgd	0.266 % Usage
January-2015	0.2530	0.0082	3.07
February-2015	0.1828	0.0065	2.45
March-2015	0.2540	0.0082	3.08
April-2015	0.3420	0.0114	4.29
May-2015	0.5380	0.0174	6.52
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-2014	0.2880	0.0093	3.49
Tot mg/Yr=	6.8836	Yrly Ave % Use =	7.05

Month/Yr mmmm-yyyy	BOD5 Tot lbs/mo	Avg lbs/dy	1359 % Usage
January-2015	612	20	1.45
February-2015	618	22	1.62
March-2015	631	20	1.50
April-2015	2245	75	5.51
May-2015	4348	140	10.32
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-2014	610	20	1.45
Tot lbs/Yr=	32484	Yrly Ave % Use =	6.52

Month/Yr mmmm-yyyy	TSS Tot lbs/mo	Avg lbs/dy	999 % Usage
January-2015	640	21	2.07
February-2015	649	11	2.32
March-2015	617	20	1.99
April-2015	4077	136	13.60
May-2015	5080	164	16.40
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-2014	903	29	2.91
Tot lbs/Yr=	50665	Yrly Ave % Use =	13.86

Month/Yr mmmm-yyyy	TP Tot lbs/mo	Avg lbs/dy	43 % Usage
January-2015	24.2	0.8	1.82
February-2015	19.2	0.7	1.59
March-2015	32.6	1.1	2.44
April-2015	59.8	2.0	4.64
May-2015	77.1	2.5	5.78
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-2014	29.5	1.0	2.21
Tot lbs/Yr=	931.0	Yrly Ave % Use =	5.90