WATER & SEWER COMMISSION MEETING

Wednesday, July 9, 2025 – 4:00 P.M.

In the Council Chambers at City Hall

75 N Bonson St, Platteville, WI 53818

AGENDA

1. **Call to Order**

2. **Citizens' Comments, Observations and Petitions, if any.**
   (Please limit comments to no more than five minutes)

3. **Consideration of Consent Agenda** – The following items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Commission President if you would prefer separate discussion and action.

   - Minutes – June 11, 2025
   - Financial Reports – June 2025
   - Bank Reconciliation & Investments Report – June 2025
   - Payment of Bills – (06/05/2025 – 07/02/2025)
   - Water Quality/Flushing Report – June 2025

Action Items

4. Outsourced Utility Bill Printing & Mailing

Items of Discussion

5. Lead Service Line Update
6. Project Updates
   - Generator – Direct Purchase Items
   - Sand Filter
   - Pine St

Adjournment

If your attendance requires **special accommodation needs,** write or call the Water and Sewer Office, P.O. Box 780, Platteville, Wisconsin 53818, (608) 348.1822; for TDD accessibility, call (608) 348.2313.

MEMBERS: If you are unable to attend, please email Jeff Even at evenj@platteville.org

WATER & SEWER COMMISSION MINUTES
WEDNESDAY, JUNE 11, 2025
4:00 PM

1. Water and Sewer Commission President Martens called the Regular Meeting of the City of Platteville Water and Sewer Commission to order on Wednesday, June 11th at 4:00 PM.

   W/S Commission members present: Cindy Martens, Barbara Daus, Tom Nall, Michael Knautz, Ken Kilian
   W/S Commission members excused/absent: Joanne Wilson, Jim Schneller
   City Staff present: Public Works Director - Howard Crofoot, Administration Director - Nicola Maurer, Utility Superintendent - Ryan Kowalski, Accounting & Finance Manager - Jeff Even
   City Staff excused/absent:
   Public present: Dan Dreessens – Delta 3 Engineering

2. **Citizens' Comments** – None
3. **Consent Agenda** was presented for consideration. **Motion by Daus, second by Nall, to approve the Consent Agenda**: May 14, 2025 Regular Minutes, May 2025 Financial Report, May 2025 Bank Reconciliation & Investments Reports, Payment of Bills (05/08/2025 – 06/04/2025), May 2025 Water Quality/Flushing Report. **Motion carried.**

ACTION ITEMS:

4. **2024 Compliance Annual Maintenance Report (CMAR) –** Crofoot provided an overview of the staff note and CMAR report, denoting the utility earned an "A" grade in all areas. **Motion by Daus, second by Nall to recommend Common Council approval of Resolution 25-xx accepting the Compliance Maintenance Annual Report (CMAR) for 2024 and authorizing staff to submit the report. Motion carried.**
5. **Contract 16-25 – Pine Street Repairs, Utility Budget Amendment #1** – Crofoot provided an overview of the staff note describing the alternate bid extending the repairs to Chestnut St. Dan Dreessens of Delta 3 Engineering facilitated discussion and provided clarifying answers. **Motion by Daus, second by Knautz, to award Contract 16-25 Pine Street Repairs from Oak to Chestnut Street to Temperley Excavating for $681,129.45 and amend the 2025 Utility budget to add the Pine Street Repairs project with funding from WS Revenue Bond proceeds accordingly with the understanding the amount added will keep the City under the $10 million bank qualified borrowing threshold. Motion carried.**
6. **Lead Service Lines –** Crofoot provided an overview of the staff note, noting that an additional lead service line had been discovered. **No formal action taken, the Water & Sewer Commission affirms the staff course of action by consensus.**
7. **Outsourced Utility Bill Printing & Mailing –** Even provided an overview of the staff note and utility bill mailing data. Discussion followed with clarifying questions. Commission consensus was to hold on this decision for submission of a proposal from a local provider. **Motion by Daus, second by Knautz to table this item until next month's meeting. Motion Carried.**

ITEMS OF DISCUSSION:

8. **Project Updates**
   - **Seventh Ave:** Water & Sewer items are complete.
   - **Generator – Direct Purchase Items:** Staff are procuring direct purchase items that fall within the loan requirements.
   - **Sand Filter:** Project is complete, save for punch list items.
   - **Alum Pilot Study:** Staff have found this process is not as cost effective for Platteville's treatment plant as has been for other communities, and have not achieved the desired result.
9. **Adjournment: Motion by Knautz, second by Daus, to adjourn. Motion carried.**
   Meeting adjourned at 4:52 PM.

Respectfully Submitted,
Jeffrey Even
Accounting & Finance Manager

PLATTEVILLE WATER AND SEWER COMMISSION

FINANCIAL REPORT

JUNE 30, 2025

CITY OF PLATTEVILLE

REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2025

FUND 600 - WATER & SEWER FUND

		PERIOD ACT	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	INTEREST INCOME					
600-61419-000-00	WATER INTEREST	8,514.72	43,339.55	73,700.00	30,360.45	58.8
600-61461-100-00	RESIDENTIAL-METER WATER SALES	76,183.38	382,568.77	906,000.00	523,431.23	42.2
600-61461-200-00	COMMERCIAL-METER WATER SALES	26,931.07	103,268.62	302,000.00	198,731.38	34.2
600-61461-300-00	INDUSTRIAL-METER WATER SALES	12,943.35	63,346.45	140,000.00	76,653.55	45.3
600-61461-400-00	PUBLIC AUTH-METER WATER SALES	13,238.06	93,209.31	316,000.00	222,790.69	29.5
600-61461-500-00	MULTIFAMILY RES-METER WATER SA	16,380.48	74,235.09	174,000.00	99,764.91	42.7
600-61462-000-00	PRIVATE FIRE PROTECTION	6,929.70	34,648.50	72,000.00	37,351.50	48.1
600-61463-000-00	PUBLIC FIRE PROTECTION	59,157.96	357,473.74	717,000.00	359,526.26	49.9
600-61467-000-00	INTERDEPARTMENTAL WATER SALES	.00	.00	3,300.00	3,300.00	.0
600-61470-000-00	MISC REVENUE/ FORFEITED DISCOU	535.79	3,971.78	9,000.00	5,028.22	44.1
600-61472-000-00	RENTS FROM WATER PROPERTIES	4,928.50	28,536.80	54,000.00	25,463.20	52.9
600-61473-000-00	INTERDEPARTMENTAL RENTS	.00	.00	3,600.00	3,600.00	.0
600-61474-000-00	OTHER WATER REVENUES	4,273.11	23,893.31	69,000.00	45,106.69	34.6
	TOTAL INTEREST INCOME	230,016.12	1,208,491.92	2,839,600.00	1,631,108.08	42.6
	INTEREST INCOME					
600-62419-000-00	SEWER INTEREST	30,082.35	116,392.98	255,200.00	138,807.02	45.6
600-62428-000-00	AMORTIZATION DEBT DISCOUNTS	.00	.00	90,000.00	90,000.00	.0
600-62429-000-00	AMORTIZATION PREMIUM ON DEBT-C	.00	.00	(12,000.00)	(12,000.00)	.0
600-62622-000-00	GEN CUST SEWAGE REVENUE	230,584.05	1,242,141.32	3,207,800.00	1,965,658.68	38.7
600-62625-000-00	OTR SEWERAGE SERVICES REVENUE	.00	4,290.17	20,200.00	15,909.83	21.2
600-62626-000-00	INTERDEPARTMENTAL SALES	.00	.00	21,700.00	21,700.00	.0
600-62631-000-00	CUSTOMER FORFEITED DISCT REVEN	558.54	4,098.48	6,400.00	2,301.52	64.0
600-62635-000-00	MISC OP SEWER REVENUE	.00	1,155.17	13,200.00	12,044.83	8.8
	TOTAL INTEREST INCOME	261,224.94	1,368,078.12	3,602,500.00	2,234,421.88	38.0
	TOTAL FUND REVENUE	491,241.06	2,576,570.04	6,442,100.00	3,865,529.96	40.0

CITY OF PLATTEVILLE

EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2025

FUND 600 - WATER & SEWER FUND

		PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
	TAXES					
600-61408-000-00	TAX EXPENSE/ TAXES	2,398.03	15,251.47	395,000.00	379,748.53	3.9
	TOTAL TAXES	2,398.03	15,251.47	395,000.00	379,748.53	3.9
	INCOME DEDUCTION					
600-61426-000-00	INC DED BONDS/LOANS PRINCIPAL	.00	.00	675,407.00	675,407.00	.0
600-61426-020-00	INCOME DEDUCT OTR-CONTRIB	.00	.00	73,000.00	73,000.00	.0
	TOTAL INCOME DEDUCTION	.00	.00	748,407.00	748,407.00	.0
	LONG TERM DEBT					
600-61427-000-00	LONG TERM DEBT INTEREST	.00	81,045.26	201,430.00	120,384.74	40.2
	TOTAL LONG TERM DEBT	.00	81,045.26	201,430.00	120,384.74	40.2
	DEBT DISCOUNTS					
600-61428-000-00	AMORTIZATION DEBT DISCOUNTS	.00	.00	30,000.00	30,000.00	.0
	TOTAL DEBT DISCOUNTS	.00	.00	30,000.00	30,000.00	.0
600-61429-000-00	AMORTIZATION PREMIUM ON DEBT-C	.00	.00	(6,000.00)	(6,000.00)	.0
	TOTAL DEPARTMENT 429	.00	.00	(6,000.00)	(6,000.00)	.0
	PUMPING SUPERVISION					
600-61620-000-00	PUMPING SUPERVISION/ENG LABOR	863.20	5,277.94	10,700.00	5,422.06	49.3
	TOTAL PUMPING SUPERVISION	863.20	5,277.94	10,700.00	5,422.06	49.3
	ELECTRICITY					
600-61623-200-00	ELECTRICITY-MAIN PLANT	2,470.00	13,410.00	31,700.00	18,290.00	42.3
600-61623-300-00	ELECTRICITY-WELL #6	2,731.64	13,108.42	35,400.00	22,291.58	37.0
600-61623-400-00	ELECTRICITY-WELL #5	4,803.23	24,091.64	61,800.00	37,708.36	39.0
	TOTAL ELECTRICITY	10,004.87	50,610.06	128,900.00	78,289.94	39.3

CITY OF PLATTEVILLE

EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2025

FUND 600 - WATER & SEWER FUND

		PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
600-61624-100-00	PUMPING-LABOR	754.02	7,538.98	37,700.00	30,161.02	20.0
	TOTAL DEPARTMENT 624	754.02	7,538.98	37,700.00	30,161.02	20.0
	PUMPING					
600-61626-700-00	MISC PUMPING-MISCELLANEOUS	260.39	9,875.27	47,800.00	37,924.73	20.7
	TOTAL PUMPING	260.39	9,875.27	47,800.00	37,924.73	20.7
	MAINTENANCE SUPERVISION					
600-61630-000-00	MAINT SUPERVISION/ENG LABOR	863.20	5,277.94	12,400.00	7,122.06	42.6
	TOTAL MAINTENANCE SUPERVISION	863.20	5,277.94	12,400.00	7,122.06	42.6
	MAINTENANCE OF STRUCTURES					
600-61631-200-00	MAINT OF STRUCTURES-SUPPLIES &	2,020.00	5,408.61	12,000.00	6,591.39	45.1
	TOTAL MAINTENANCE OF STRUCTURES	2,020.00	5,408.61	12,000.00	6,591.39	45.1
	MAINTENANCE OF POWER EQUIP					
600-61632-200-00	MAINT OF POWER EQUIP-SUPPLIES	264.59	966.22	12,000.00	11,033.78	8.1
	TOTAL MAINTENANCE OF POWER EQUIP	264.59	966.22	12,000.00	11,033.78	8.1
	MAINTENANCE OF PUMPING EQUIP					
600-61633-100-00	MAINT OF PUMP EQUIP-LABOR	50.04	50.04	1,200.00	1,149.96	4.2
600-61633-200-00	MAINT OF PUMP EQUIP-SUPPLIES &	2,454.73	2,465.91	26,300.00	23,834.09	9.4
	TOTAL MAINTENANCE OF PUMPING EQUIP	2,504.77	2,515.95	27,500.00	24,984.05	9.2
	WATER TREATMENT SUPERVISION					
600-61640-000-00	WATER TREAT SUPERVISION/ENG LA	863.20	5,277.94	10,700.00	5,422.06	49.3
	TOTAL WATER TREATMENT SUPERVISION	863.20	5,277.94	10,700.00	5,422.06	49.3

CITY OF PLATTEVILLE

EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2025

FUND 600 - WATER & SEWER FUND

		PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
	CHEMICALS					
600-61641-700-00	CHEMICALS-CHLORINE	858.00	4,934.00	10,800.00	5,866.00	45.7
600-61641-800-00	CHEMICALS-FLOURIDE	150.15	762.74	5,200.00	4,437.26	14.7
600-61641-900-00	CHEMICALS-ALL OTHER CHEMICALS	.00	6,316.86	48,500.00	42,183.14	13.0
	TOTAL CHEMICALS	1,008.15	12,013.60	64,500.00	52,486.40	18.6
	TREATMENT					
600-61642-100-00	TREATMENT-LABOR	4,264.96	29,623.28	61,800.00	32,176.72	47.9
600-61642-200-00	TREATMENT-SUPPLIES & EXPENSE	2,006.35	4,625.68	12,400.00	7,774.32	37.3
	TOTAL TREATMENT	6,271.31	34,248.96	74,200.00	39,951.04	46.2
	MISCELLANEOUS TREATMENT					
600-61643-600-00	MISC TREATMENT-INDUSTRIAL TOWE	.00	.00	300.00	300.00	.0
	TOTAL MISCELLANEOUS TREATMENT	.00	.00	300.00	300.00	.0
	WATER TREATMENT					
600-61650-000-00	WATER TREAT SUPERVISION/ENG LA	863.20	5,277.94	10,700.00	5,422.06	49.3
	TOTAL WATER TREATMENT	863.20	5,277.94	10,700.00	5,422.06	49.3
	MAINT OF STRUCTURE IMPR					
600-61651-100-00	MAINT OF STRUCTURE IMPR-LABOR	3,481.02	21,890.12	400.00	(21,490.12)	5472.5
600-61651-200-00	MAINT OF STRUCTURE IMP-SUPPLIE	1,900.00	4,253.69	3,900.00	(353.69)	109.1
	TOTAL MAINT OF STRUCTURE IMPR	5,381.02	26,143.81	4,300.00	(21,843.81)	608.0
	MAINT OF WATER TREATMENT EQU					
600-61652-100-00	MAINT OF W TREATMENT EQUIP-LAB	.00	.00	5,000.00	5,000.00	.0
600-61652-200-00	MAINT OF W TREAT EQUIP-SUPPLIE	4,411.35	7,724.52	5,600.00	(2,124.52)	137.9
	TOTAL MAINT OF WATER TREATMENT EQU	4,411.35	7,724.52	10,600.00	2,875.48	72.9
	OPERATIONS					
600-61660-000-00	OPERATIONS-SUPERVISION/ENG LAB	863.20	5,277.94	10,700.00	5,422.06	49.3
	TOTAL OPERATIONS	863.20	5,277.94	10,700.00	5,422.06	49.3

CITY OF PLATTEVILLE

EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2025

FUND 600 - WATER & SEWER FUND

		PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
	STORAGE FACILITIES					
600-61661-200-00	STORAGE FACILITIES-SUPPLIES &	.00	263.89	700.00	436.11	37.7
	TOTAL STORAGE FACILITIES	.00	263.89	700.00	436.11	37.7
	TRANSMISSION & DISTRIBUTION					
600-61662-100-00	TRANS & DISTRIBUTION-LABOR	.00	125.10	3,100.00	2,974.90	4.0
600-61662-200-00	TRANS & DISTRIBUTION-SUPPLIES	.00	104.98	1,800.00	1,695.02	5.8
	TOTAL TRANSMISSION & DISTRIBUTION	.00	230.08	4,900.00	4,669.92	4.7
	METERS					
600-61663-100-00	METERS-LABOR	240.54	1,122.67	4,300.00	3,177.33	26.1
600-61663-200-00	METERS-SUPPLIES & EXPENSE	12.10	1,618.24	9,200.00	7,581.76	17.6
	TOTAL METERS	252.64	2,740.91	13,500.00	10,759.09	20.3
	CUSTOMER INSTALLATION					
600-61664-100-00	CUSTOMER INSTALLATION-LABOR	1,406.58	10,177.02	18,800.00	8,622.98	54.1
	TOTAL CUSTOMER INSTALLATION	1,406.58	10,177.02	18,800.00	8,622.98	54.1
	MISCELLANEOUS					
600-61665-100-00	MISCELLANEOUS-LABOR	2,254.37	18,823.80	32,400.00	13,576.20	58.1
600-61665-200-00	MISCELLANEOUS-SUPPLIES & EXPEN	276.73	1,111.66	6,900.00	5,788.34	16.1
	TOTAL MISCELLANEOUS	2,531.10	19,935.46	39,300.00	19,364.54	50.7
	MAINTENANCE					
600-61670-000-00	MAINTENANCE-SUPERVISION/ENG LA	864.40	5,285.36	10,700.00	5,414.64	49.4
	TOTAL MAINTENANCE	864.40	5,285.36	10,700.00	5,414.64	49.4
	MAINT OF RESERVOIR/TOWER					
600-61672-300-00	MAINT RESERVOIR/TOWER-PAINT	.00	.00	32,300.00	32,300.00	.0
	TOTAL MAINT OF RESERVOIR/TOWER	.00	.00	32,300.00	32,300.00	.0

CITY OF PLATTEVILLE

EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2025

FUND 600 - WATER & SEWER FUND

		PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
	MAINTENANCE OF MAINS					
600-61673-100-00	MAINT OF MAINS-LABOR	3,541.27	17,671.97	33,000.00	15,328.03	53.6
600-61673-200-00	MAINT OF MAINS-SUPPLIES & EXPE	12,378.08	38,569.50	38,200.00	(369.50)	101.0
	TOTAL MAINTENANCE OF MAINS	15,919.35	56,241.47	71,200.00	14,958.53	79.0
	MAINTENANCE OF SERVICES					
600-61675-100-00	MAINT OF SERVICES-LABOR	1,030.20	1,799.37	8,200.00	6,400.63	21.9
600-61675-101-00	MAINT OF SERVICES-LEAD SERVICE	400.32	400.32	2,300.00	1,899.68	17.4
600-61675-200-00	MAINT OF SERVICES-SUPPLIES & E	.00	2,842.02	8,600.00	5,757.98	33.1
600-61675-202-00	MAINT OF SERVICES-LEAD SERVICE	.00	21.57	2,600.00	2,578.43	.8
	TOTAL MAINTENANCE OF SERVICES	1,430.52	5,063.28	21,700.00	16,636.72	23.3
	MAINTENANCE OF METERS					
600-61676-100-00	MAINT OF METERS-LABOR	330.96	3,524.72	9,000.00	5,475.28	39.2
600-61676-200-00	MAINT OF METERS-SUPPLIES & EXP	.00	1,038.45	4,400.00	3,361.55	23.6
	TOTAL MAINTENANCE OF METERS	330.96	4,563.17	13,400.00	8,836.83	34.1
	MAINTENANCE OF HYDRANTS					
600-61677-100-00	MAINT OF HYDRANTS-LABOR	75.06	3,675.60	9,800.00	6,124.40	37.5
600-61677-200-00	MAINT OF HYDRANTS-SUPPLIES & E	516.80	5,381.11	10,500.00	5,118.89	51.3
	TOTAL MAINTENANCE OF HYDRANTS	591.86	9,056.71	20,300.00	11,243.29	44.6
	MAINTENANCE OF OTHER PLANT					
600-61678-100-00	MAINT OF OTR PLANT-LABOR	.00	194.96	.00	(194.96)	.0
600-61678-200-00	MAINT OF OTR PLANT-SUPPLIES &	.00	117.01	.00	(117.01)	.0
	TOTAL MAINTENANCE OF OTHER PLANT	.00	311.97	.00	(311.97)	.0
600-61828-300-00	TRANSPORTATION-VEHICLE LEASE	2,514.44	14,934.53	33,700.00	18,765.47	44.3
	TOTAL DEPARTMENT 828	2,514.44	14,934.53	33,700.00	18,765.47	44.3
	CUSTOMER ACCOUNTS					
600-61901-000-00	CUSTOMER ACCTS-SUPERVISION	864.40	5,285.36	10,700.00	5,414.64	49.4
	TOTAL CUSTOMER ACCOUNTS	864.40	5,285.36	10,700.00	5,414.64	49.4

CITY OF PLATTEVILLE

EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2025

FUND 600 - WATER & SEWER FUND

		PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
	METER READING					
600-61902-000-00	METER READING-LABOR	344.75	1,958.18	4,600.00	2,641.82	42.6
	TOTAL METER READING	344.75	1,958.18	4,600.00	2,641.82	42.6
	CUSTOMER COLLECTIONS					
600-61903-100-00	CUSTOMER COLLECT-SUPPLIES	1,568.61	10,241.84	33,900.00	23,658.16	30.2
600-61903-600-00	CUSTOMER COLLECT-ACCT CLERK	995.05	5,608.67	11,400.00	5,791.33	49.2
600-61903-700-00	CUSTOMER COLLECT-COMPTROLLER	835.80	5,140.19	11,200.00	6,059.81	45.9
	TOTAL CUSTOMER COLLECTIONS	3,399.46	20,990.70	56,500.00	35,509.30	37.2
	ADMINISTRATIVE & GENERAL					
600-61920-100-00	ADMIN & GEN-CITY MANAGER	1,211.60	7,451.34	15,100.00	7,648.66	49.4
600-61920-101-00	ADMIN & GEN-HR MANAGER	570.42	3,505.60	7,400.00	3,894.40	47.4
600-61920-200-00	ADMIN & GEN-PUB WRK DIRECTOR	2,021.66	12,327.10	26,400.00	14,072.90	46.7
600-61920-500-00	ADMIN & GEN-SECRETARY	130.10	552.97	1,100.00	547.03	50.3
600-61920-600-00	ADMIN & GEN-ACCOUNT CLERK	995.05	5,608.68	11,400.00	5,791.32	49.2
600-61920-700-00	ADMIN & GEN-COMPTROLLER	835.80	5,140.19	11,200.00	6,059.81	45.9
600-61920-800-00	ADMIN & GEN-ADMIN DIRECTOR	1,313.09	8,075.48	17,313.00	9,237.52	46.6
	TOTAL ADMINISTRATIVE & GENERAL	7,077.72	42,661.36	89,913.00	47,251.64	47.5
	OFFICE SUPPLIES & EXPENSE					
600-61921-500-00	OFFICE SUPPLIES & EXP-TELEPHON	286.89	2,923.44	5,900.00	2,976.56	49.6
600-61921-600-00	OFFICE SUPPLIES & EXP-POSTAGE	545.65	1,550.19	3,600.00	2,049.81	43.1
600-61921-700-00	OFFICE SUPPLIES & EXP-OFFICE S	133.07	697.52	900.00	202.48	77.5
	TOTAL OFFICE SUPPLIES & EXPENSE	965.61	5,171.15	10,400.00	5,228.85	49.7
	OUTSIDE SERVICES EMPLOYED					
600-61923-100-00	OUTSIDE SERVICES-AUDIT	3,139.17	10,979.77	8,100.00	(2,879.77)	135.6
600-61923-200-00	OUTSIDE SERVICES-CONSULTANTS	.00	5,069.12	15,200.00	10,130.88	33.4
600-61923-400-00	OUTSIDE SERVICES-CITY ATTORNEY	.00	.00	5,100.00	5,100.00	.0
	TOTAL OUTSIDE SERVICES EMPLOYED	3,139.17	16,048.89	28,400.00	12,351.11	56.5
	PROPERTY INSURANCE					
600-61924-000-00	PROPERTY INSURANCE	.00	16,017.75	14,300.00	(1,717.75)	112.0
	TOTAL PROPERTY INSURANCE	.00	16,017.75	14,300.00	(1,717.75)	112.0

CITY OF PLATTEVILLE

EXPENDITURES WITH COMPARISON TO BUDGET

FOR THE 6 MONTHS ENDING JUNE 30, 2025

FUND 600 - WATER & SEWER FUND

		PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
	INJURIES & DAMAGES					
600-61925-000-00	INJURIES & DAMAGES	.00	4,790.16	5,300.00	509.84	90.4
	TOTAL INJURIES & DAMAGES	.00	4,790.16	5,300.00	509.84	90.4
	EMPLOYEE BENEFITS					
600-61926-200-00	EMPLOYEE BENEFIT - HEALTH/LIFE	9,608.63	64,067.95	134,900.00	70,832.05	47.5
600-61926-400-00	EMPLOYEE BENEFIT - RETIREMENT	2,285.38	14,254.73	28,100.00	13,845.27	50.7
600-61926-500-00	EMPLOYEE BENEFIT - VACATION	.00	.00	4,700.00	4,700.00	.0
600-61926-700-00	EMPLOYEE BENEFIT - HRA & FSA	27.43	183.35	600.00	416.65	30.6
600-61926-800-00	EMPLOYEE BENEFIT - UNIFORMS	.00	2,366.90	2,600.00	233.10	91.0
	TOTAL EMPLOYEE BENEFITS	11,921.44	80,872.93	170,900.00	90,027.07	47.3
	REGULATORY COMMISSION EXP					
600-61928-000-00	REGULATORY COMMISSION EXPENSE	.00	.00	300.00	300.00	.0
	TOTAL REGULATORY COMMISSION EXP	.00	.00	300.00	300.00	.0
	MISCELLANEOUS GENERAL					
600-61930-100-00	MISC GENERAL-LABOR	28.45	170.70	500.00	329.30	34.1
600-61930-200-00	MISC GENERAL-SUPPLIES & EXPENS	.00	258.00	900.00	642.00	28.7
600-61930-300-00	MISC GENERAL-CONFERENCES	394.79	1,569.80	4,100.00	2,530.20	38.3
	TOTAL MISCELLANEOUS GENERAL	423.24	1,998.50	5,500.00	3,501.50	36.3
	RENT EXPENSE					
600-61931-000-00	RENT EXPENSE	90.00	540.00	1,300.00	760.00	41.5
	TOTAL RENT EXPENSE	90.00	540.00	1,300.00	760.00	41.5
	TRANSPORTATION CLEARING					
600-61933-200-00	TRANSPORTATION CLEARING-SUPPLI	46.30	9,596.29	.00	(9,596.29)	.0
	TOTAL TRANSPORTATION CLEARING	46.30	9,596.29	.00	(9,596.29)	.0
600-61934-100-00	STORM DAMAGE REPAIR-WATER	135.00	135.00	.00	(135.00)	.0
	TOTAL DEPARTMENT 934	135.00	135.00	.00	(135.00)	.0

CITY OF PLATTEVILLE

EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2025

FUND 600 - WATER & SEWER FUND

		PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
	TAX EXPENSE					
600-62408-000-00	TAX EXPENSE	2,835.75	17,444.00	56,100.00	38,656.00	31.1
	TOTAL TAX EXPENSE	2,835.75	17,444.00	56,100.00	38,656.00	31.1
	INCOME DEDUCTION					
600-62426-000-00	INC DED BONDS/LOANS PRINCIPAL	.00	.00	818,140.00	818,140.00	.0
	TOTAL INCOME DEDUCTION	.00	.00	818,140.00	818,140.00	.0
	LONG TERM DEBT					
600-62427-000-00	LONG TERM DEBT INTEREST	.00	123,935.07	387,690.00	263,754.93	32.0
	TOTAL LONG TERM DEBT	.00	123,935.07	387,690.00	263,754.93	32.0
	SUPERVISION & LABOR					
600-62820-000-00	SUPERVISION PLANT-LABOR	21,181.25	130,079.29	256,600.00	126,520.71	50.7
	TOTAL SUPERVISION & LABOR	21,181.25	130,079.29	256,600.00	126,520.71	50.7
	PUMPING & HEAT/LIGHTS					
600-62821-000-00	PUMPING EXPENSE	4,173.27	22,718.51	53,300.00	30,581.49	42.6
600-62821-100-00	POWER & FUEL EXP FOR PUMPING	193.83	6,389.18	19,100.00	12,710.82	33.5
	TOTAL PUMPING & HEAT/LIGHTS	4,367.10	29,107.69	72,400.00	43,292.31	40.2
	AERIATION EQUIPMENT					
600-62822-000-00	POWER & FUEL EXP FOR AERIATION	2,091.96	11,884.60	28,300.00	16,415.40	42.0
	TOTAL AERIATION EQUIPMENT	2,091.96	11,884.60	28,300.00	16,415.40	42.0
	CHLORINE					
600-62823-000-00	CHLORINE CHEMICALS EXPENSE	688.50	1,617.50	13,500.00	11,882.50	12.0
	TOTAL CHLORINE	688.50	1,617.50	13,500.00	11,882.50	12.0

CITY OF PLATTEVILLE

EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2025

FUND 600 - WATER & SEWER FUND

		PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
	PHOSPHORUS					
600-62824-000-00	PHOSPHORUS REMOVAL CHEMICALS E	14,539.01	38,275.64	106,600.00	68,324.36	35.9
600-62824-100-00	PHOSPHORUS PAYMENT	.00	.00	30,100.00	30,100.00	.0
	TOTAL PHOSPHORUS	14,539.01	38,275.64	136,700.00	98,424.36	28.0
	SLUDGE CHEMICALS					
600-62825-000-00	SLUDGE COND CHEMICALS EXP	6,741.37	16,275.72	19,400.00	3,124.28	83.9
	TOTAL SLUDGE CHEMICALS	6,741.37	16,275.72	19,400.00	3,124.28	83.9
	OTHER CHEMICALS					
600-62826-100-00	WWTP LAB-LABOR	4,386.11	23,221.16	51,800.00	28,578.84	44.8
600-62826-200-00	WWTP LAB-SUPPLIES	2,632.73	17,642.28	30,000.00	12,357.72	58.8
	TOTAL OTHER CHEMICALS	7,018.84	40,863.44	81,800.00	40,936.56	50.0
	SUPPLIES					
600-62827-200-00	OTR CHEMICALS FOR SEWAGE TREAT	.00	.00	5,800.00	5,800.00	.0
600-62827-400-00	OTR OP SUPPLIES & EXPENSES	.00	6,050.00	34,800.00	28,750.00	17.4
	TOTAL SUPPLIES	.00	6,050.00	40,600.00	34,550.00	14.9
	TRANSPORTATION					
600-62828-200-00	TRANSPORTATION-SUPPLIES & EXPE	652.05	14,491.57	31,800.00	17,308.43	45.6
600-62828-300-00	TRANSPORTATION-VEHICLE LEASE	1,333.94	8,310.76	16,500.00	8,189.24	50.4
	TOTAL TRANSPORTATION	1,985.99	22,802.33	48,300.00	25,497.67	47.2
	MAINT OF SEWER COLLECTION					
600-62831-100-00	MAINT OF COLLECTION-LABOR	1,090.56	7,450.10	28,900.00	21,449.90	25.8
600-62831-200-00	MAINT OF COLLECTION-SUPPLIES &	1,247.35	5,840.73	29,800.00	23,959.27	19.6
600-62831-300-00	MAINT OF COLLECTION-TELEVISING	400.00	400.00	1,300.00	900.00	30.8
	TOTAL MAINT OF SEWER COLLECTION	2,737.91	13,690.83	60,000.00	46,309.17	22.8
	MAINTENANCE OF LIFT STATION					
600-62832-100-00	MAINT OF LIFT STATION-LABOR	100.08	719.05	5,200.00	4,480.95	13.8
600-62832-200-00	MAINT OF LIFT STATION-SUPPLIES	.00	.00	13,900.00	13,900.00	.0
	TOTAL MAINTENANCE OF LIFT STATION	100.08	719.05	19,100.00	18,380.95	3.8

AGENDA

CITY OF PLATTEVILLE

EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2025

FUND 600 - WATER & SEWER FUND

		PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
	MAINTENANCE OF TREATMENT PLANT					
600-62833-100-00	MAINT OF TREAT PLT-LABOR	.00	75.06	5,100.00	5,024.94	1.5
600-62833-200-00	MAINT OF TREAT PLT-SUPPLIES &	1,098.47	33,453.68	95,900.00	62,446.32	34.9
600-62833-300-00	MAINT OF TREAT PLT-MAINTENANCE	56.99	1,635.52	3,200.00	1,564.48	51.1
	TOTAL MAINTENANCE OF TREATMENT PLA	1,155.46	35,164.26	104,200.00	69,035.74	33.8
	MAINTENANCE OF BLDGS & GROUNDS					
600-62834-100-00	MAINT BLDG & GROUNDS-LABOR	200.16	1,608.19	1,100.00	(508.19)	146.2
600-62834-200-00	METER REPAIR-LABOR	571.50	4,647.39	13,300.00	8,652.61	34.9
600-62834-300-00	MAINT BLDG & GROUNDS-SUPPLIES	5,763.66	26,250.42	34,100.00	7,849.58	77.0
	TOTAL MAINTENANCE OF BLDGS & GROUN	6,535.32	32,506.00	48,500.00	15,994.00	67.0
	BILLING, COLLECTING & ACCTG					
600-62840-200-00	BILLING, COLLECTING-SUPPLIES &	1,441.72	10,257.19	29,600.00	19,342.81	34.7
600-62840-600-00	ACCOUNT CLERK	995.05	5,608.67	11,395.00	5,786.33	49.2
600-62840-700-00	COMPTROLLER	835.80	5,140.19	11,160.00	6,019.81	46.1
	TOTAL BILLING, COLLECTING & ACCTG	3,272.57	21,006.05	52,155.00	31,148.95	40.3
	METER READING - LABOR/EXPENSE					
600-62842-000-00	METER READING-LABOR & EXPENSES	344.75	1,958.18	4,600.00	2,641.82	42.6
	TOTAL METER READING - LABOR/EXPENSE	344.75	1,958.18	4,600.00	2,641.82	42.6
	UNCOLLECTIBLE ACCOUNTS					
600-62843-000-00	UNCOLLECTIBLE ACCOUNTS	.00	.00	100.00	100.00	.0
	TOTAL UNCOLLECTIBLE ACCOUNTS	.00	.00	100.00	100.00	.0
	ADMINISTRATION & OFFICE WAGES					
600-62850-100-00	ADMIN & GEN-CITY MANAGER	1,211.60	7,451.34	15,100.00	7,648.66	49.4
600-62850-101-00	ADMIN & GEN-HR MANAGER	570.42	3,505.60	7,400.00	3,894.40	47.4
600-62850-200-00	ADMIN & GEN-PUB WRK DIRECTOR	2,021.66	12,327.10	26,400.00	14,072.90	46.7
600-62850-500-00	ADMIN & GEN-SECRETARY	130.10	552.97	1,100.00	547.03	50.3
600-62850-600-00	ADMIN & GEN-ACCOUNT CLERK	995.04	5,608.55	11,400.00	5,791.45	49.2
600-62850-700-00	ADMIN & GEN-COMPTROLLER	835.80	5,140.19	11,200.00	6,059.81	45.9
600-62850-800-00	ADMIN & GEN-ADMIN DIRECTOR	1,313.09	8,075.48	17,400.00	9,324.52	46.4
	TOTAL ADMINISTRATION & OFFICE WAGES	7,077.71	42,661.23	90,000.00	47,338.77	47.4

CITY OF PLATTEVILLE

EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2025

FUND 600 - WATER & SEWER FUND

		PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
	OPERATNG EXPENSES					
600-62851-500-00	OP EXPENSES-TELEPHONE	208.84	3,546.43	10,800.00	7,253.57	32.8
600-62851-600-00	OP EXPENSES-POSTAGE	545.65	1,550.21	3,400.00	1,849.79	45.6
600-62851-700-00	OP EXPENSES-OFFICE SUPPLIES	210.78	210.78	2,300.00	2,089.22	9.2
	TOTAL OPERATNG EXPENSES	965.27	5,307.42	16,500.00	11,192.58	32.2
	OUTSIDE SERVICES					
600-62852-100-00	AUDIT EXPENSES	3,200.22	11,338.10	8,800.00	(2,538.10)	128.8
600-62852-200-00	CONSULTANTS EXPENSES	.00	1,255.79	24,300.00	23,044.21	5.2
600-62852-400-00	CITY ATTORNEY EXPENSES	.00	.00	5,100.00	5,100.00	.0
	TOTAL OUTSIDE SERVICES	3,200.22	12,593.89	38,200.00	25,606.11	33.0
	INSURANCE					
600-62853-100-00	PROPERTY INSURANCE EXPENSE	.00	41,630.25	37,400.00	(4,230.25)	111.3
600-62853-200-00	WORKER'S COMPENSATION EXPENSE	.00	5,641.88	7,100.00	1,458.12	79.5
	TOTAL INSURANCE	.00	47,272.13	44,500.00	(2,772.13)	106.2
	EMPLOYEE BENEFITS					
600-62854-200-00	EMPLOYEE BENEFIT - HEALTH/LIFE	13,882.00	94,388.70	199,500.00	105,111.30	47.3
600-62854-400-00	EMPLOYEE BENEFIT - RETIREMENT	2,720.24	18,234.12	37,300.00	19,065.88	48.9
600-62854-500-00	EMPLOYEE BENEFIT - VACATION	.00	.00	2,900.00	2,900.00	.0
600-62854-700-00	EMPLOYEE BENEFIT - HRA & FSA	27.43	183.35	600.00	416.65	30.6
600-62854-800-00	EMPLOYEE BENEFIT - UNIFORM	.00	3,232.93	3,400.00	167.07	95.1
	TOTAL EMPLOYEE BENEFITS	16,629.67	116,039.10	243,700.00	127,660.90	47.6
	COMMISSION EXPENSE					
600-62855-000-00	REGULATORY COMMISSION EXPENSES	.00	4,912.83	5,300.00	387.17	92.7
	TOTAL COMMISSION EXPENSE	.00	4,912.83	5,300.00	387.17	92.7
	MISCELLANEOUS EXPENSE					
600-62856-100-00	MISC (SHOP/LOCATES)-LABOR	2,254.36	18,824.03	40,700.00	21,875.97	46.3
600-62856-200-00	MISC (SHOP/LOCATES)-SUPPL& EXP	514.96	4,180.34	.00	(4,180.34)	.0
	TOTAL MISCELLANEOUS EXPENSE	2,769.32	23,004.37	40,700.00	17,695.63	56.5

CITY OF PLATTEVILLE

EXPENDITURES WITH COMPARISON TO BUDGET

FOR THE 6 MONTHS ENDING JUNE 30, 2025

FUND 600 - WATER & SEWER FUND

		PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
	RENT EXPENSE					
600-62857-000-00	RENT EXPENSE	90.00	540.00	8,900.00	8,360.00	6.1
	TOTAL RENT EXPENSE	90.00	540.00	8,900.00	8,360.00	6.1
600-62926-400-00	EMPLOYEE BENEFIT - RETIREMENT	.00	(1,344.38)	.00	1,344.38	.0
	TOTAL DEPARTMENT 926	.00	(1,344.38)	.00	1,344.38	.0
	TOTAL FUND EXPENDITURES	200,171.49	1,408,968.77	5,258,435.00	3,849,466.23	26.8
	NET REVENUE OVER EXPENDITURES	291,069.57	1,167,601.27	1,183,665.00	16,063.73	98.6

BANK RECONCILIATION AND STATEMENT OF INVESTMENTS
JUNE 2025

BANK ACCOUNTS	TREASURERS BALANCE MAY	RECEIPTS	DISBURSEMENTS	TREASURERS BALANCE JUNE	OUTSTANDING DEPOSITS	OUTSTANDING CHECKS	ADJ	BANK BALANCE JUNE
CITY CASH	$ (1,690,560.80)	$ 2,145,443.14	$ 1,542,726.45	$ (1,087,844.11)	$ 32,466.01	$ 305,068.30	$ -	$ (815,241.82)
W/S CASH	$ 1,575,134.11	$ 525,569.33	$ 874,832.41	$ 1,225,871.03	$ 5,106.53	$ 11,942.94	$ -	$ 1,232,707.44
TOTAL	$ (115,426.69)	$ 2,671,012.47	$ 2,417,558.86	$ 138,026.92	$ 37,572.54	$ 317,011.24	$ -	$ 417,465.62

INVESTMENTS

WATER AND SEWER INVESTMENTS:

CD-Heartland Credit Union	$ 251,089.60	Holding-W&S CD
CD-Heartland Credit Union	$ 25.00	Savings Acct - Membership
CD-Community First Bank	$ 264,072.38	Repl.-Sewer CD
State Investment (LGIP) #3	$ 3,453,242.79	Sewer Replacement
State Investment (LGIP) #6	$ 892,465.38	W/S Operating Fund (Bond depr fund)
State Investment (LGIP) #11	$ 1.09	W/S 2023C Bond
State Investment (LGIP) #12	$ 723,848.20	W/S 2020C Bond
State Investment (LGIP) #13	$ 979,292.62	W/S Depr Fund (restricted)
State Investment (LGIP) #14	$ 1,403,558.05	W/S Debt Service Reserve
State Investment (LGIP) #16	$ 216,968.06	W/S 2022B Bond
Ehler's Investments #3	$ 296,442.97	Sewer Replacement
Ehler's Investments #14	$ 252,606.76	W/S Debt Service Reserve

Respectfully Submitted,
Jeff Even
Accounting & Finance Manager

CITY OF PLATTEVILLE | Check Register - Summary with Description Water/Sewer | Page: 1
Check Issue Dates: 6/5/2025 - 7/2/2025 | Jul 02, 2025 04:26PM

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount	
10406									
06/25	06/18/2025	10406	CARDMEMBER SERVICE	WATER DEPT CHARGES	05.02.2025	29	5.35	5.35	M
06/25	06/18/2025	10406	CARDMEMBER SERVICE	WATER DEPT CHARGES	05.02.2025	30	35.69	35.69	M
06/25	06/18/2025	10406	CARDMEMBER SERVICE	SEWER DEPT CHARGES	05.02.2025	31	210.78	210.78	M
Total 10406:								251.82	
10407									
06/25	06/18/2025	10407	ENTERPRISE FLEET MA	ENTERPRISE FLEET LEA	FBN5362303	3	245.58	245.58	M
06/25	06/18/2025	10407	ENTERPRISE FLEET MA	ENTERPRISE FLEET LEA	FBN5362303	4	245.58	245.58	M
06/25	06/18/2025	10407	ENTERPRISE FLEET MA	ENTERPRISE FLEET LEA	FBN5362303	5	491.29	491.29	M
06/25	06/18/2025	10407	ENTERPRISE FLEET MA	ENTERPRISE FLEET LEA	FBN5362303	6	398.28	398.28	M
06/25	06/18/2025	10407	ENTERPRISE FLEET MA	ENTERPRISE FLEET LEA	FBN5362303	7	398.28	398.28	M
06/25	06/18/2025	10407	ENTERPRISE FLEET MA	ENTERPRISE FLEET LEA	FBN5362303	8	689.22	689.22	M
06/25	06/18/2025	10407	ENTERPRISE FLEET MA	ENTERPRISE FLEET LEA	FBN5362303	9	307.12	307.12	M
06/25	06/18/2025	10407	ENTERPRISE FLEET MA	ENTERPRISE FLEET LEA	FBN5362303	10	307.12	307.12	M
06/25	06/18/2025	10407	ENTERPRISE FLEET MA	ENTERPRISE FLEET LEA	FBN5362303	11	382.96	382.96	M
06/25	06/18/2025	10407	ENTERPRISE FLEET MA	ENTERPRISE FLEET LEA	FBN5362303	12	382.95	382.95	M
Total 10407:								3,848.38	
10410									
06/25	06/18/2025	10410	ALLEGIANT OIL LLC	GASOLINE-SEWER DEPT	0144946	1	652.05	652.05	
Total 10410:								652.05	
10411									
06/25	06/18/2025	10411	ANDERSON WELDING &	ORTHO SINK	60347	1	1,050.00	1,050.00	
Total 10411:								1,050.00	
10413									
06/25	06/18/2025	10413	BELL, CODY	CODY TRAVEL EXPENSE	06.11.2025	1	394.79	394.79	
Total 10413:								394.79	
10423									
06/25	06/18/2025	10423	HAWKINS INC	POLYMER PUMP	7090366	1	1,907.22	1,907.22	
06/25	06/18/2025	10423	HAWKINS INC	POLYMER PUMP	7090366	2	1,907.22	1,907.22	
06/25	06/18/2025	10423	HAWKINS INC	CHEMICALS-WWTP CHL	7099801	1	50.00	50.00	
Total 10423:								3,864.44	
10424									
06/25	06/18/2025	10424	HERMSEN HARDWARE P	BUILDINGS AND GROUN	12018/2	1	64.57	64.57	
06/25	06/18/2025	10424	HERMSEN HARDWARE P	BLEACH	12119/2	1	69.20	69.20	
06/25	06/18/2025	10424	HERMSEN HARDWARE P	HYRDRANT	12181/2	1	39.98	39.98	
06/25	06/18/2025	10424	HERMSEN HARDWARE P	AIR HANDLER #2	12188/2	1	39.14	39.14	
06/25	06/18/2025	10424	HERMSEN HARDWARE P	BUILDINGS AND GROUN	12211/2	1	15.99	15.99	
06/25	06/18/2025	10424	HERMSEN HARDWARE P	BUILDINGS AND GROUN	12213/2	1	9.99	9.99	
Total 10424:								238.87	
10425									
06/25	06/18/2025	10425	IVERSON CONSTRUCTIO	HOT MIX-WATER DEPT	5100015585	1	318.82	318.82	

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount
Total 10425:								318.82
10426								
06/25	06/18/2025	10426	J & R SUPPLY INC	4" PXP COUPLING	2505782-IN	1	81.00	81.00
06/25	06/18/2025	10426	J & R SUPPLY INC	SAFETY EQUIPMENT	2505923-IN	1	104.62	104.62
06/25	06/18/2025	10426	J & R SUPPLY INC	SAFETY EQUIPMENT	2505923-IN	2	104.62	104.62
06/25	06/18/2025	10426	J & R SUPPLY INC	6" X 6" CLAY TO PVC	2506217-IN	1	128.00	128.00
06/25	06/18/2025	10426	J & R SUPPLY INC	6" PVC SEWER PIPE	2506217-IN	2	74.20	74.20
Total 10426:								492.44
10428								
06/25	06/18/2025	10428	JOHNSON BLOCK & CO I	2024 AUDIT SERVICES-W	528425	1	3,112.50	3,112.50
06/25	06/18/2025	10428	JOHNSON BLOCK & CO I	2024 AUDIT SERVICES-S	528425	2	3,112.50	3,112.50
Total 10428:								6,225.00
10430								
06/25	06/18/2025	10430	KRUSER SEPTIC SERVIC	MINERAL STREET SEWE	57278	1	400.00	400.00
Total 10430:								400.00
10431								
06/25	06/18/2025	10431	MENARDS	CHERYL OFFICE DOORS	46878	1	1,333.99	1,333.99
06/25	06/18/2025	10431	MENARDS	SUMP PUMP - ORTHO	46933	1	74.68	74.68
Total 10431:								1,408.67
10432								
06/25	06/18/2025	10432	MILESTONE MATERIALS	MINERAL ST. SEWER MAI	3500474988	1	778.66	778.66
06/25	06/18/2025	10432	MILESTONE MATERIALS	MAIN BREAKS	5100015572	1	2,280.31	2,280.31
Total 10432:								3,058.97
10434								
06/25	06/18/2025	10434	MSA PROFESSIONAL SE	SAND FILTER UPGRADE	016988	1	13,517.59	13,517.59
06/25	06/18/2025	10434	MSA PROFESSIONAL SE	GENERATOR DESIGN	016990	1	914.72	914.72
Total 10434:								14,432.31
10437								
06/25	06/18/2025	10437	NCL OF WISCONSIN INC	WRRF LAB SUPPLIES	521067	1	560.48	560.48
Total 10437:								560.48
10438								
06/25	06/18/2025	10438	OREILLY AUTO PARTS	MAINTENANCE BACKHO	2324-253278	1	16.99	16.99
Total 10438:								16.99
10444								
06/25	06/18/2025	10444	SJE	WELL 5 DIALER	CD99574334	1	1,604.90	1,604.90
06/25	06/18/2025	10444	SJE	WELL 5 POWER MONITO	CD99574911	1	680.96	680.96

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount	
Total 10444:								2,285.86	
10449									
06/25	06/18/2025	10449	ZORN COMPRESSOR &	WRRF SAND FILTER AIR	AR005077	1	1,508.00	1,508.00	
06/25	06/18/2025	10449	ZORN COMPRESSOR &	FREIGHT	AR005077	2	308.97	308.97	
Total 10449:								1,816.97	
10450									
06/25	06/27/2025	10450	COMELEC INTERNET SE	WELL 5 INTERNET	402940	1	78.03	78.03	M
Total 10450:								78.03	
10457									
07/25	07/02/2025	10457	COMELEC INTERNET SE	WELL 5 INTERNET	418188	1	78.03	78.03	M
Total 10457:								78.03	
10461									
07/25	07/02/2025	10461	BILLS PLUMBING & HEAT	1155 SEVENTH AVE.	48039	1	356.60	356.60	
Total 10461:								356.60	
10466									
07/25	07/02/2025	10466	DAVY LABORATORIES	WATER TESTS - LEAD/C	25F0303	1	1,500.00	1,500.00	
Total 10466:								1,500.00	
10467									
07/25	07/02/2025	10467	DELTA 3 ENGINEERING I	WATER PLANT STRUCTU	23459	1	120.00	120.00	
07/25	07/02/2025	10467	DELTA 3 ENGINEERING I	SEVENTH AVENUE RECO	23460	1	7,823.43	7,823.43	
07/25	07/02/2025	10467	DELTA 3 ENGINEERING I	SEVENTH AVENUE RECO	23460	2	7,823.44	7,823.44	
07/25	07/02/2025	10467	DELTA 3 ENGINEERING I	PINE STREET WATER MA	23461	1	16,465.00	16,465.00	
Total 10467:								32,231.87	
10472									
07/25	07/02/2025	10472	H JAMES AND SONS INC	SOWDEN STREET - WAT	1-24 #6	1	8,112.25	8,112.25	
07/25	07/02/2025	10472	H JAMES AND SONS INC	SOWDEN STREET - SANI	1-24 #6	2	7,036.00	7,036.00	
07/25	07/02/2025	10472	H JAMES AND SONS INC	GRACE STREET - WATER	1-24 #6	5	6,504.42	6,504.42	
07/25	07/02/2025	10472	H JAMES AND SONS INC	GRACE STREET - SANITA	1-24 #6	6	5,641.48	5,641.48	
Total 10472:								27,294.15	
10473									
07/25	07/02/2025	10473	HAWKINS INC	CHLORINE BARRELS	7112017	1	291.50	291.50	
07/25	07/02/2025	10473	HAWKINS INC	HYDROFLUOSILICIC ACI	7112017	2	87.07	87.07	
Total 10473:								378.57	
10474									
07/25	07/02/2025	10474	HERMSEN HARDWARE P	BUILDINGS AND GROUN	12449/2	1	13.99	13.99	
07/25	07/02/2025	10474	HERMSEN HARDWARE P	BUILDINGS AND GROUN	12482/2	1	5.99	5.99	
07/25	07/02/2025	10474	HERMSEN HARDWARE P	BUILDINGS AND GROUN	12496/2	1	12.99	12.99	
07/25	07/02/2025	10474	HERMSEN HARDWARE P	DRAIN PIPING	12502/2	1	44.56	44.56	

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount
07/25	07/02/2025	10474	HERMSEN HARDWARE P	CHERYL OFFICE SUPPLI	12531/2	1	52.95	52.95
07/25	07/02/2025	10474	HERMSEN HARDWARE P	SHOP	12540/2	1	13.99-	13.99-
07/25	07/02/2025	10474	HERMSEN HARDWARE P	SHOP	12573/2	1	100.14	100.14
07/25	07/02/2025	10474	HERMSEN HARDWARE P	PE CUTTER	12590/2	1	26.49	26.49
07/25	07/02/2025	10474	HERMSEN HARDWARE P	PAINT SUPPLIES	12607/2	1	81.14	81.14
07/25	07/02/2025	10474	HERMSEN HARDWARE P	PE CUTTER	12613/2	1	24.99-	24.99-
07/25	07/02/2025	10474	HERMSEN HARDWARE P	BUILDINGS AND GROUN	12642/2	1	32.97	32.97
07/25	07/02/2025	10474	HERMSEN HARDWARE P	SHOP	12714/2	1	24.99	24.99
07/25	07/02/2025	10474	HERMSEN HARDWARE P	SHOVELS	12748/2	1	51.98	51.98
07/25	07/02/2025	10474	HERMSEN HARDWARE P	SHOP	12806/2	1	7.19	7.19
07/25	07/02/2025	10474	HERMSEN HARDWARE P	SPLITER BOX	12865/2	1	106.94	106.94
Total 10474:								523.34
10475								
07/25	07/02/2025	10475	IVERSON CONSTRUCTIO	HOT MIX-WATER DEPT	5100015630	1	1,026.36	1,026.36
Total 10475:								1,026.36
10476								
07/25	07/02/2025	10476	J & R SUPPLY INC	HYDRANT REPAIR PART	2505410-IN	1	158.00	158.00
07/25	07/02/2025	10476	J & R SUPPLY INC	RYAN SAFETY VEST	2506286-IN	1	10.00	10.00
07/25	07/02/2025	10476	J & R SUPPLY INC	1" METER COUPLING	2506523-IN	1	52.00	52.00
07/25	07/02/2025	10476	J & R SUPPLY INC	KENNEDY K-81 TRAFFIC	2506793-IN	1	742.00	742.00
Total 10476:								962.00
10478								
07/25	07/02/2025	10478	KRAEMERS WATER STO	WATER-WWTP	8706 06.30.2	1	67.90	67.90
Total 10478:								67.90
10479								
07/25	07/02/2025	10479	LAI LLC	WRRF AERATION BLOWE	25-62506	1	180.00	180.00
Total 10479:								180.00
10480								
07/25	07/02/2025	10480	LV LABS WW LLC	LAB TESTING - WWTP	5867	1	86.00	86.00
07/25	07/02/2025	10480	LV LABS WW LLC	LAB TESTING - WWTP (M	5868	1	901.50	901.50
07/25	07/02/2025	10480	LV LABS WW LLC	LAB TESTING - WWTP (E	5869	1	1,261.50	1,261.50
Total 10480:								2,249.00
10482								
07/25	07/02/2025	10482	MENARDS	ADMIN BASEMENT DRAI	48329	1	102.67	102.67
07/25	07/02/2025	10482	MENARDS	GAS MIXER	48456	1	45.74	45.74
07/25	07/02/2025	10482	MENARDS	HAND TOOLS	48521	1	24.98	24.98
Total 10482:								173.39
10483								
07/25	07/02/2025	10483	MILESTONE MATERIALS	BASE DENSE - WATER D	3500480414	1	179.18	179.18
Total 10483:								179.18

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount	
10485									
07/25	07/02/2025	10485	MSA PROFESSIONAL SE	GENERATOR DESIGN	17814	1	1,727.50	1,727.50	
07/25	07/02/2025	10485	MSA PROFESSIONAL SE	SAND FILTER UPGRADE	17815	1	6,528.88	6,528.88	
Total 10485:								8,256.38	
10486									
07/25	07/02/2025	10486	OREILLY AUTO PARTS	WWTP SUPPLIES	2324-245013	1	6.20	6.20	
07/25	07/02/2025	10486	OREILLY AUTO PARTS	WWTP SUPPLIES	2324-245571	1	6.20-	6.20-	
07/25	07/02/2025	10486	OREILLY AUTO PARTS	TRUCK #49	2324-253995	1	50.60	50.60	
07/25	07/02/2025	10486	OREILLY AUTO PARTS	TRUCK #49	2324-254239	1	44.60	44.60	
Total 10486:								95.20	
10489									
07/25	07/02/2025	10489	PIONEER FORD SALES L	SEWER VAC	42753	1	31.82	31.82	
Total 10489:								31.82	
10495									
07/25	07/02/2025	10495	SPRING GREEN	1085 CAMP ST	1073194	1	79.55	79.55	
Total 10495:								79.55	
10496									
07/25	07/02/2025	10496	STRAND ASSOCIATES IN	WASTEWATER SCADA	0225835	1	697.55	697.55	
Total 10496:								697.55	
10498									
07/25	07/02/2025	10498	USABLUEBOOK	WWTP DEHUMIDIFER	INV0074762	1	4,222.04	4,222.04	
Total 10498:								4,222.04	
78906									
06/25	06/26/2025	78906	COMELEC INTERNET SE	WELL 5 INTERNET	402940	1	78.03-	78.03-	V
Total 78906:								78.03-	
78943									
06/25	06/13/2025	78943	CENTURYLINK	WATER LONG DISTANCE	06.01.2025	8	.29	.29	
06/25	06/13/2025	78943	CENTURYLINK	SEWER LONG DISTANCE	06.01.2025	9	.29	.29	
Total 78943:								.58	
78947									
06/25	06/18/2025	78947	AMAZON CAPITAL SERVI	TRUCK 54	13RJ-V1Q3-	1	48.55	48.55	
Total 78947:								48.55	
78948									
06/25	06/18/2025	78948	APPLIED MICRO INC	LAB PRINTER	120897	1	514.96	514.96	
Total 78948:								514.96	

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount
78956								
06/25	06/18/2025	78956	DELTA DENTAL OF WISC	DENTAL INSURANCE-WA	2366617	24	516.30	516.30
06/25	06/18/2025	78956	DELTA DENTAL OF WISC	DENTAL INSURANCE-SE	2366617	25	699.27	699.27
Total 78956:								1,215.57
78958								
06/25	06/18/2025	78958	EHLERS INVESTMENT P	MANAGEMENT FEES-SE	203-3907	1	87.72	87.72
06/25	06/18/2025	78958	EHLERS INVESTMENT P	MANAGEMENT FEES-WA	203-3907	2	26.67	26.67
Total 78958:								114.39
78961								
06/25	06/18/2025	78961	FIRST SUPPLY LLC-DUB	DAVIDSON PLANT SEWE	3759629-00	1	106.58	106.58
Total 78961:								106.58
78971								
06/25	06/18/2025	78971	MCNETT ELECTRIC INC	WELL 6 ELECTRICAL	9417	1	4,411.35	4,411.35
Total 78971:								4,411.35
78973								
06/25	06/18/2025	78973	MORRISSEY PRINTING I	ENVELOPES-WATER DE	64455	1	333.75	333.75
06/25	06/18/2025	78973	MORRISSEY PRINTING I	ENVELOPES-SEWER DE	64455	2	333.75	333.75
Total 78973:								667.50
78980								
06/25	06/18/2025	78980	QUARTZ HEALTH BENEFI	HEALTH INSURANCE-WA	9001069109	24	8,655.68	8,655.68
06/25	06/18/2025	78980	QUARTZ HEALTH BENEFI	HEALTH INSURANCE-SE	9001069109	25	12,868.40	12,868.40
Total 78980:								21,524.08
78982								
06/25	06/18/2025	78982	SCENIC RIVERS ENERG	ELECTRICITY-WATER DE	1426601 06.	1	2,470.00	2,470.00
Total 78982:								2,470.00
78983								
06/25	06/18/2025	78983	SCOTT IMPLEMENT	LAWN MOWER - WATER	18129	1	1,900.00	1,900.00
06/25	06/18/2025	78983	SCOTT IMPLEMENT	LAWN MOWER - WATER	18129	2	1,900.00	1,900.00
Total 78983:								3,800.00
78984								
06/25	06/18/2025	78984	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 JULY	24	86.95	86.95
06/25	06/18/2025	78984	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 JULY	25	132.46	132.46
Total 78984:								219.41
78985								
06/25	06/18/2025	78985	SHERWIN WILLIAMS	HYDRANT PAINT	3134-8	1	130.77	130.77
Total 78985:								130.77

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount
78992								
06/25	06/18/2025	78992	WI STATE LAB OF HYGIE	WATER SAMPLES - FLUO	810501	1	31.00	31.00
Total 78992:								31.00
78993								
06/25	06/18/2025	78993	WINONA MECHANICAL IN	SAND FILTER UPGRADE	00171064 #5	1	141,913.77	141,913.77
Total 78993:								141,913.77
78998								
06/25	06/27/2025	78998	US CELLULAR	CELL PHONE CHARGES-	0734972637	1	195.66	195.66
06/25	06/27/2025	78998	US CELLULAR	CELL PHONE CHARGES-	0734972637	2	195.64	195.64
06/25	06/27/2025	78998	US CELLULAR	DATA CHARGE - SEWER	0735748702	1	12.91	12.91
06/25	06/27/2025	78998	US CELLULAR	DATA CHARGE - WATER	0735748702	2	12.91	12.91
Total 78998:								417.12
79001								
06/25	06/30/2025	79001	PLATTEVILLE POSTMAST	POSTAGE TO MAIL BILLS	06.30.2025	1	890.09	890.09
06/25	06/30/2025	79001	PLATTEVILLE POSTMAST	POSTAGE TO MAIL BILLS	06.30.2025	2	890.08	890.08
Total 79001:								1,780.17
79002								
07/25	07/02/2025	79002	ALLIANT ENERGY/WP&L	ELECTRIC-WATER	07.02.2025	14	2,402.63	2,402.63
07/25	07/02/2025	79002	ALLIANT ENERGY/WP&L	ELECTRIC-WATER	07.02.2025	15	4,919.07	4,919.07
07/25	07/02/2025	79002	ALLIANT ENERGY/WP&L	GAS/HEATING-WATER	07.02.2025	16	153.10	153.10
07/25	07/02/2025	79002	ALLIANT ENERGY/WP&L	ELECTRIC-SEWER	07.02.2025	17	4,167.15	4,167.15
07/25	07/02/2025	79002	ALLIANT ENERGY/WP&L	GAS/HEATING-SEWER	07.02.2025	18	2,086.17	2,086.17
07/25	07/02/2025	79002	ALLIANT ENERGY/WP&L	GAS/HEATING-SEWER	07.02.2025	19	318.04	318.04
Total 79002:								14,046.16
79007								
07/25	07/02/2025	79007	CHEMTRADE	ALUM TRIAL	90232397	1	9,880.81	9,880.81
Total 79007:								9,880.81
79011								
07/25	07/02/2025	79011	CORE & MAIN LP	3" METER HEADS	X181076	1	450.00	450.00
Total 79011:								450.00
79015								
07/25	07/02/2025	79015	FIRST SUPPLY LLC-DUB	3/32/34 BROADWAY	3770846-00	1	77.29	77.29
Total 79015:								77.29
79016								
07/25	07/02/2025	79016	GIERKE ROBINSON CO I	BLACKTOP TOOLS	2160467-000	1	159.26	159.26
Total 79016:								159.26
79017								
07/25	07/02/2025	79017	G-PRO LANDSCAPING &	SEVENTH AVE RECONST	3-25 #2	1	39,497.94	39,497.94

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount
07/25	07/02/2025	79017	G-PRO LANDSCAPING &	SEVENTH AVE RECONST	3-25 #2	2	42,282.38	42,282.38
Total 79017:								81,780.32
79034								
07/25	07/02/2025	79034	SOUTHWEST NURSERY	WRRF WIND BREAK	1003	1	3,119.00	3,119.00
Total 79034:								3,119.00
79038								
07/25	07/02/2025	79038	TRAC SOLUTIONS OF W	717 E. MINERAL SEWER	R25-1110 DM	1	3,387.68	3,387.68
Total 79038:								3,387.68
79041								
07/25	07/02/2025	79041	WASTEWATER TRAINING	CODY TRAINING FEE	BELL 09/29-1	1	370.00	370.00
Total 79041:								370.00
79043								
07/25	07/02/2025	79043	WI DEPT OF NATURAL R	CODY TESTING	BELL 10.10.2	1	50.00	50.00
Total 79043:								50.00
Grand Totals:								414,586.11

The above listed bills are recommended for payment by the Water/Sewer Commission.

Date: _______________

___________________________________ Director of Public Works

___________________________________ W/S Commission President

___________________________________ W/S Commission Secretary

Submitted by:

___________________________________ Financial Operations Manager

Report Criteria:
Report type: GL detail
Bank.Bank Number = 6,1
[Report].Invoice GL Account = "60010001000000"-"60063251000000"

June 2025

Water Quality Complaints

Date	Address	Complaint	Action	Gallons

Flushing Report

Date	Location	Chlorine	Condition	Gallons
6/16/2025	Pioneer Rd #500	0.16 - 0.21	Cloudy to clear	9,000
6/16/2025	Pyrite Rd #303	0.09 - 0.30	Clear	9,000
6/16/2025	Stone Crest Rd #569	0.48 - 0.51	Clear	7,500
6/17/2025	Fox Ridge Rd #608	0.13 - 0.30	Clear	9,000
6/17/2025	Packers Ct #420	0.00 - 0.38	Clear	9,000
6/23/2025	485 N Second Street leaking service			5,000
6/24/2025	Madison Cir #647	0.21 - 0.35	Clear	9,000
6/24/2025	Creek Ct #423	0.21 - 0.33	Clear	9,000
6/24/2025	Preston Dr #245	0.15 - 0.32	Cloudy to clear	7,500

Main Breaks

Date	Location	Gallons

	Total	74,000

THE CITY OF PLATTEVILLE, WISCONSIN WATER & SEWER COMMISSION SUMMARY SHEET		
W&S SECTION: ACTION ITEM NUMBER:	**TITLE: Outsourced Utility Bill Printing & Mailing**	**DATE: July 9, 2025 VOTE REQUIRED: Majority**
PREPARED BY: Jeffrey Even Accounting & Finance Manager		

Description:
Under current practices, the Utility Billing Specialist prints, folds, and stuffs all monthly water & sewer invoices for mailing in-house. This is accomplished with a commercial folding and stuffing machine, owned by the utilities. The current machine has surpassed its useful life and has become inefficient, consistently hampered by jamming errors. Maintenance technicians have stated that due to the age of the machine, parts are unavailable, and it is running on "borrowed time". Due to the complications of running the current unit, it takes approximately 8 hours to print, fold, and stuff the utility bills each month.

This has created an opportunity to research other options for printing and mailing utility bills. Options considered involve replacement options for current folding unit, or to outsource the printing and mailing of utility bills. Staff communicated with 2 vendors for outsourced services, a 3rd did not respond to staff inquiry. Staff also contacted a current vendor for purchase options of a new folding unit.

Staff reached out to vendors for price quotations to outsource or to replace equipment and stay in-house. Previously, Bayside Printing's quote was through a partnership with Primadata. This relationship has ended since June's meeting. The Utility would now work directly with Primadata. The attached expense analysis details the annual expense of the current unit, leasing a new unit through Ricoh, buying a new unit through Ricoh, and outsourcing through Primadata, Morrissey Printing, or Postal Source.

In addition to cost savings, staff have identified multiple other benefits of outsourcing the printing/folding/stuffing/mailing of utility bills and notices which are detailed in the attached FAQs. To summarize: 1) reduced cost; 2) enhanced effectiveness of staff time; 3) support for absences; 4) support for transitions; 5) elimination of equipment maintenance/replacement costs.

Budget/Fiscal Impact:
Negligible impact if outsourced through Bayside Printing LLC. All other options would result in an expense increase for line items involved with bill/notice creation and mailing.

Recommendation:
Staff recommend approval of outsourcing printing and mailing utility bills through a vendor to be determined by the Commission.

Sample Affirmative Motion:
I move to outsource the printing, folding, and mailing of utility bills through XXX.

Attachments:
- Expense Analysis (To be Distributed Separately Pending Receipt of Quote)
- Frequently Asked Questions

Outsourced Utility Printing & Mailing
Frequently Asked Questions

Why consider outsourcing now?
Maintenance was recently performed on the current folding machine after it began exhibiting recurring issues. The maintenance technician provided a basic service on the machine, but stated that parts in need of replacement are no longer available. The unit is exhibiting consistent complications, resulting in increased time needed to process invoice mailings and increased frustration among staff. The current machine is past its useful life, it either requires replacement or moving to an outsourced vendor.

How will staff time be spent if not printing & mailing in-house?
There are various tasks that have been set aside as the time needed to complete monthly billing has increased. Some priorities to focus on include: building out accounts that do not have water meters, but are subject to public fire protection and ambulance service fees, which are currently not invoiced; more in-depth cross-referencing of month-end reporting for utility records, and performing data comparisons to ensure customer accounts are being charged appropriately. The Utility Billing Specialist will also be able to better serve customers; when folding invoices, time is dedicated almost in totality to this.

What would the benefits be to outsourcing the work?
1) Outsourcing offers a cost advantage, with a reduced annual expense when compared to buying or leasing a new folding machine. 2) As noted above, outsourcing enables staff time to be invested more effectively in serving the needs of the water & sewer utility and its customers. 3) Outsourcing reduces the burden on other staff if the Utility Billing Specialist is absent from work when invoices or late notices need to be generated and mailed. 4) Outsourcing provides transitional support if there is a change in Utility Billing staff. 5) Outsourcing relieves the utility of the cost and responsibility of maintaining or replacing the equipment.

Currently, various city departments add inserts to the utility bills to reach citizens with information. Would this still be possible?
Yes. Both vendors who responded accommodate additional inserts or newsletters to be included with the invoice mailings. These would be a separate line-item charge on the invoice to the utility, which would be allocated to the sponsoring department.

What changes, if any, could utility customers expect?
Both vendors stated they would need to make changes to the utility bills to accommodate their windowed envelopes. This may result in a utility bill that looks different to customers than they have been accustomed to. All other aspects of billing and payment, such as service dates, due dates, and methods of payment will remain the same.