

MINUTES OF THE BOARD OF PUBLIC WORKS
Tuesday, March 8, 2016

The Regular Meeting of the Board of Public Works was held on Tuesday, March 8, 2016 at 7:30 p.m. in the City Council Chambers located at 405 Jefferson Street, Washington, Missouri. The following were present/absent:

MEMBERS:		
Chairman	Kurt Voss	Present
Member	Rob Vossbrink	Present
Member	John Vietmeier	Present
Member	Brad Mitchell	Present
Ex-officio Member	Mike Radetic	Absent
OTHERS:		
Council Representative	Jeff Mohesky	Absent
Council Representative	Josh Brinker	Absent
Council Representative	Steve Sullentrup	Absent
Council Representative	Greg Skornia	Absent
Mayor	Sandy Lucy	Absent
City Administrator	James A. Briggs	Absent
Public Works Director	Brian Boehmer	Present
Water/Wastewater Superintendent	Kevin Quaethem	Present
Public Works Secretary/Temp	Beverly Hoyt	Present
City Engineer	John Nilges	Present
Assistant City Engineer	Andrea Lueken	Absent

Originals and/or copies of agenda items of the meeting, including recorded votes are available on record in the office of the Public Works Secretary for one year. Video/DVD and audio tapes are kept only until the minutes have been approved for the meeting. DVD copies of this meeting are distributed to Board Members if requested.

A motion was made by Mr. Vossbrink and seconded by Mr. Vietmeier to approve the minutes from the regular February 16, 2016 meeting. The motion passed without dissent.

Wastewater

Electrical Modifications at the Treatment Plant – the final part is in for the explosion proof motors. Parts will be picked up and installed Thursday. This should all be done by next month.

Aldo Alu (Tacolicious) – It has been discussed previously about running sewer up to Tacolicious. The original plan was to come up from the Boars Club, met with Aldo last Friday, he is willing to put in the grinder pump and we are looking at running a little line up from Calinbinders Property. There is a manhole there that, we would come up and bring it over to his property line and he can extend from the grinder pump. This will be a better investment for the City and less expensive and he is willing to work with us. We will need to get an easement from Randy Calindbinder along back of property.

There were no questions on wastewater from the Board.

Water - Permanent Chlorination Installation

A picture of Well #6 was passed around to show the double walled containment tank, has an inner and outer wall and all the wiring. At this time we are still working under a temporary order till MDNR sends final letter of confirmation. Next year we will try and budget for new pumps that will sit on top of the tank that will be hooked into our Scada System. This will give us more control of the system. The Scale underneath is reading the poundage, the gray screen is the residual reading. The filter on the wall is for de-chlorinating before it goes into the storm sewer. Every well will have one of these filters.

The connection to the public line ordinance modification is being looked at by the City Attorney. We should have something to bring the Board next month.

Other:

Siemens hopefully by next month we will have something to bring to the Board next month.

Old Business:

The Hydraulic Study – talked with Al Callier, Donohue and we are at the point its ready to be activated. If the Board would like once we get it going we could have a work session to show everyone how it works.

Open Discussion:

John Nilges our new City Engineer was introduced and was asked a couple of question in regard to the Southbend and Meadows Project. There are two houses to be built on 5th Street. Mr. Nilges advised the Board that we did receive a final plat last week. They have not determined which route to take but with the final plat it allows several options. Behind property or along street are the two options and we are just waiting to hear from the developer which option will be taken.

Next Scheduled Meeting Date:

The next scheduled meeting date is April 12, 2016.

Adjourn:

There being no further business the meeting adjourned on a motion by Mr. Mitchell and seconded by Mr. Vietmeier. All in favor aye, those oppose. We are adjourned.

Prepared by: Beverly Hoyt
Beverly Hoyt
Public Works Secretary
/Temp

Adopted and Approved By the Board of Public Works:

Date: _____ : _____
Signature
Secretary



	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 400 - WATER FUND						
Revenue						
400-35-000-450600	Penalties/Interest Chgs.	22,000.00	22,000.00	1,365.83	10,901.89	-11,098.11 50.45 %
400-35-000-450900	Revenues-All Other	15,000.00	15,000.00	3,529.57	15,487.85	487.85 103.25 %
400-35-000-453100	Water Sales	1,430,000.00	1,430,000.00	100,630.42	655,136.04	-774,863.96 54.19 %
400-35-000-453200	Water Meter Sales	10,000.00	10,000.00	1,153.96	9,355.42	-644.58 6.45 %
400-35-000-453500	Connection Charges	15,000.00	15,000.00	500.00	3,250.00	-11,750.00 78.33 %
400-35-000-453550	Tap Charges	500.00	500.00	0.00	0.00	-500.00 100.00 %
400-35-000-453600	Labor & Equipment Charges	500.00	500.00	0.00	2,440.34	1,940.34 488.07 %
400-35-000-453700	Miscellaneous Materials Sold	10,000.00	10,000.00	0.00	2,445.85	-7,554.15 75.54 %
400-35-000-461200	Rent/Lease-Municipal Property/Bui	53,460.00	53,460.00	3,757.07	22,401.48	-31,058.52 58.10 %
400-35-000-480000	Investment Income	3,000.00	3,000.00	0.00	2,255.37	-744.63 24.82 %
400-35-000-480100	Investment Income-notes	3,300.00	3,300.00	0.00	1,317.65	-1,982.35 60.07 %
	Revenue Total:	1,562,760.00	1,562,760.00	110,936.85	724,991.89	-837,768.11 53.61 %
Expense						
400-35-000-510100	Salaries/Wages-Regular	362,910.00	362,910.00	24,041.77	160,131.15	202,778.85 55.88 %
400-35-000-510150	Elected Board Officials Compensati	200.00	200.00	0.00	100.00	100.00 50.00 %
400-35-000-510200	Wages-Part Time/Permanent	5,100.00	5,100.00	0.00	0.00	5,100.00 100.00 %
400-35-000-510300	Salaries/Wages-Overtime	8,360.00	8,360.00	1,024.48	8,085.51	274.49 3.28 %
400-35-000-511100	FICA Taxes	28,810.00	28,810.00	1,902.80	13,355.84	15,454.16 53.64 %
400-35-000-511300	Health Insurance	92,110.00	92,110.00	6,838.23	41,613.12	50,496.88 54.82 %
400-35-000-511400	Dental Insurance	6,620.00	6,620.00	437.47	2,796.31	3,823.69 57.76 %
400-35-000-511600	Life Insurance	730.00	730.00	55.45	346.78	383.22 52.50 %
400-35-000-511700	LAGERS Retirement Plan	40,100.00	40,100.00	2,843.80	19,560.77	20,539.23 51.22 %
400-35-000-512601	Tuition Reimbursement	2,500.00	2,500.00	0.00	0.00	2,500.00 100.00 %
400-35-000-512605	Employee Incentive Program	300.00	300.00	0.00	213.53	86.47 28.82 %
400-35-000-512700	HRA Deductible	22,500.00	22,500.00	0.00	6,903.73	15,596.27 69.32 %
400-35-000-512701	HRA Administration Fee	490.00	490.00	0.00	0.00	490.00 100.00 %
400-35-000-520150	Engineering & Inspection Departm	0.00	0.00	1,265.27	15,063.87	-15,063.87 0.00 %
400-35-000-520250	Administration, Finance & IT Depar	151,810.00	151,810.00	0.00	63,254.20	88,555.80 58.33 %
400-35-000-520300	Technical Services	10,400.00	10,400.00	565.15	4,109.25	6,290.75 60.49 %
400-35-000-520400	Other Contracted Services	80,000.00	80,000.00	4,869.52	27,470.22	52,529.78 65.66 %
400-35-000-521540	Uniform Cleaning Service	2,000.00	2,000.00	185.49	845.64	1,154.36 57.72 %
400-35-000-521560	Building Repair & Maintenance	10,000.00	10,000.00	0.00	0.00	10,000.00 100.00 %
400-35-000-521620	Equipment Repair & Maintenance	12,000.00	12,000.00	33.83	2,496.83	9,503.17 79.19 %
400-35-000-521630	Vehicle Repair & Maintenance	7,500.00	7,500.00	679.57	3,976.81	3,523.19 46.98 %
400-35-000-521635	Water System Repair & Maintenan	10,000.00	10,000.00	0.00	0.00	10,000.00 100.00 %
400-35-000-521636	Well Pump Repair & Maintenance	40,000.00	40,000.00	0.00	0.00	40,000.00 100.00 %
400-35-000-521640	Equipment Rental	1,000.00	1,000.00	538.69	652.94	347.06 34.71 %
400-35-000-522100	Advertising	200.00	200.00	0.00	0.00	200.00 100.00 %
400-35-000-522200	Property, Liability & Casualty Insur	34,610.00	34,610.00	0.00	0.00	34,610.00 100.00 %
400-35-000-522210	Self-Insurance Deductible	0.00	0.00	0.00	498.88	-498.88 0.00 %
400-35-000-522300	Printing/Duplicating	1,300.00	1,300.00	17.27	998.46	301.54 23.20 %
400-35-000-522400	Telephone	8,000.00	8,000.00	640.39	2,924.25	5,075.75 63.45 %
400-35-000-522410	Telephone-Alarm Control	4,500.00	4,500.00	425.34	2,126.70	2,373.30 52.74 %
400-35-000-522500	Training/Seminars	1,400.00	1,400.00	125.00	625.00	775.00 55.36 %
400-35-000-522600	Travel	1,200.00	1,200.00	0.00	0.00	1,200.00 100.00 %
400-35-000-522700	Professional Dues & Memberships	2,050.00	2,050.00	0.00	737.00	1,313.00 64.05 %
400-35-000-522900	Postage	12,000.00	12,000.00	866.66	6,371.22	5,628.78 46.91 %
400-35-000-522950	Credit Card Fees	4,400.00	4,400.00	529.53	2,741.91	1,658.09 37.68 %
400-35-000-530410	Parts-Vehicle	2,000.00	2,000.00	77.18	1,256.70	743.30 37.17 %
400-35-000-530415	Parts-Equipment	2,000.00	2,000.00	573.98	1,193.96	806.04 40.30 %

Budget Report

For Fiscal: 2015-2016 Period Ending: 03/31/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>400-35-000-530420</u>	Offices Supplies	1,200.00	1,200.00	14.70	168.96	1,031.04	85.92 %
<u>400-35-000-530500</u>	Asphalt/Rock/Cement	15,000.00	15,000.00	500.34	7,933.12	7,066.88	47.11 %
<u>400-35-000-530600</u>	Straw/Seeding/Plants	500.00	500.00	0.00	10.75	489.25	97.85 %
<u>400-35-000-530800</u>	General Supplies	7,000.00	7,000.00	6,632.46	13,544.09	-6,544.09	-93.49 %
<u>400-35-000-530900</u>	Employee Appreciation Cost	1,500.00	1,500.00	0.00	1,739.40	-239.40	-15.96 %
<u>400-35-000-531110</u>	Electricity	150,000.00	150,000.00	11,902.42	55,309.78	94,690.22	63.13 %
<u>400-35-000-531120</u>	Heating Fuel	1,500.00	1,500.00	222.11	791.94	708.06	47.20 %
<u>400-35-000-531300</u>	Gasoline & Oil	22,000.00	22,000.00	0.00	5,291.70	16,708.30	75.95 %
<u>400-35-000-532100</u>	Meters & Hydrants	25,000.00	25,000.00	0.00	17,956.33	7,043.67	28.17 %
<u>400-35-000-532200</u>	Pipe & Fittings	22,000.00	22,000.00	1,379.01	10,169.13	11,830.87	53.78 %
<u>400-35-000-534100</u>	Depreciation Expense	385,000.00	385,000.00	0.00	0.00	385,000.00	100.00 %
<u>400-35-000-534200</u>	SmallTools/Equipment/Furnishings	29,650.00	29,650.00	404.92	3,201.62	26,448.38	89.20 %
<u>400-35-000-540200</u>	Buildings	220,000.00	220,000.00	0.00	0.00	220,000.00	100.00 %
<u>400-35-000-541100</u>	Improvements Other Than Building	0.00	0.00	0.00	5,489.40	-5,489.40	0.00 %
<u>400-35-000-541110</u>	Water System Improvements	168,000.00	168,000.00	24,993.00	90,620.00	77,380.00	46.06 %
<u>400-35-000-542100</u>	Vehicles	31,000.00	31,000.00	0.00	0.00	31,000.00	100.00 %
<u>400-35-000-559100</u>	Bad Debts Expense	0.00	0.00	0.00	3,843.87	-3,843.87	0.00 %
<u>400-35-000-559200</u>	Bond/Note Principal	121,200.00	121,200.00	0.00	0.00	121,200.00	100.00 %
<u>400-35-090-559110</u>	Interest Expense	129,140.00	129,140.00	0.00	0.00	129,140.00	100.00 %
	Expense Total:	2,298,790.00	2,298,790.00	94,585.83	606,520.67	1,692,269.33	73.62 %
	Fund: 400 - WATER FUND Surplus (Deficit):	-736,030.00	-736,030.00	16,351.02	118,471.22	854,501.22	116.10 %

Fund: 410 - SEWAGE TREATMENT FUND

Revenue							
<u>410-36-000-418500</u>	Sanitary Sewer District	13,000.00	13,000.00	1,395.15	8,315.00	-4,685.00	36.04 %
<u>410-36-000-450600</u>	Penalties/Interest Charges	43,000.00	43,000.00	2,626.46	19,522.57	-23,477.43	54.60 %
<u>410-36-000-450900</u>	Revenues-All Other	5,000.00	5,000.00	475.78	3,459.38	-1,540.62	30.81 %
<u>410-36-000-453600</u>	Labor & Equipment Charges	100.00	100.00	0.00	0.00	-100.00	100.00 %
<u>410-36-000-453700</u>	Miscellaneous Materials Sold	500.00	500.00	0.00	6.60	-493.40	98.68 %
<u>410-36-000-454100</u>	Sewer Service Charges	2,390,000.00	2,390,000.00	202,894.93	1,204,084.33	-1,185,915.67	49.62 %
<u>410-36-000-454125</u>	Surcharge Fees	15,000.00	15,000.00	4,004.96	16,650.43	1,650.43	111.00 %
<u>410-36-000-454150</u>	Leachate Disposal Charge	70,000.00	70,000.00	3,910.00	22,100.00	-47,900.00	68.43 %
<u>410-36-000-454200</u>	Sewer Connection Charges	25,000.00	25,000.00	1,437.20	12,826.20	-12,173.80	48.70 %
<u>410-36-000-480000</u>	Investment Income	2,000.00	2,000.00	0.00	1,415.12	-584.88	29.24 %
<u>410-36-000-480200</u>	Investment Income.-Bond Acct.	460,000.00	460,000.00	0.00	217,811.20	-242,188.80	52.65 %
	Revenue Total:	3,023,600.00	3,023,600.00	216,744.48	1,506,190.83	-1,517,409.17	50.19 %

Expense							
<u>410-36-000-510100</u>	Salaries/Wages-Regular	72,350.00	72,350.00	6,496.32	45,823.82	26,526.18	36.66 %
<u>410-36-000-510200</u>	Wages-PartTime/Permanent	5,100.00	5,100.00	0.00	0.00	5,100.00	100.00 %
<u>410-36-000-510300</u>	Salaries/Wages-Overtime	5,150.00	5,150.00	147.74	3,129.22	2,020.78	39.24 %
<u>410-36-000-511100</u>	FICA Taxes	6,320.00	6,320.00	602.73	4,661.54	1,658.46	26.24 %
<u>410-36-000-511300</u>	Health Insurance	18,030.00	18,030.00	2,412.06	15,391.71	2,638.29	14.63 %
<u>410-36-000-511400</u>	Dental Insurance	1,200.00	1,200.00	167.72	1,093.37	106.63	8.89 %
<u>410-36-000-511600</u>	Life Insurance	150.00	150.00	18.20	116.99	33.01	22.01 %
<u>410-36-000-511700</u>	LAGERS Retirement Plan	8,810.00	8,810.00	917.38	6,859.46	1,950.54	22.14 %
<u>410-36-000-512605</u>	Employee Incentive Program	400.00	400.00	0.00	47.41	352.59	88.15 %
<u>410-36-000-512700</u>	HRA Deductible	6,000.00	6,000.00	0.00	1,402.88	4,597.12	76.62 %
<u>410-36-000-512701</u>	HRA Administration Fee	110.00	110.00	0.00	0.00	110.00	100.00 %
<u>410-36-000-520150</u>	Engineering & Inspection Departm	0.00	0.00	657.95	7,833.22	-7,833.22	0.00 %
<u>410-36-000-520250</u>	Administration, Finance & IT Depar	68,125.00	68,125.00	0.00	28,385.45	39,739.55	58.33 %
<u>410-36-000-520300</u>	Technical Services	600.00	600.00	50.05	295.25	304.75	50.79 %
<u>410-36-000-520400</u>	Other Contracted Services	11,000.00	11,000.00	117.84	1,171.69	9,828.31	89.35 %
<u>410-36-000-520450</u>	Public Works Staff Services	0.00	0.00	1,192.40	7,843.48	-7,843.48	0.00 %
<u>410-36-000-521300</u>	Tipping Fee - City of Washington	300.00	300.00	0.00	0.00	300.00	100.00 %
<u>410-36-000-521540</u>	Uniform Cleaning Service	1,500.00	1,500.00	52.53	261.35	1,238.65	82.58 %
<u>410-36-000-521560</u>	Building Repair & Maintenance	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>410-36-000-521620</u>	Equipment Repair & Maintenance	30,000.00	30,000.00	0.00	6,850.08	23,149.92	77.17 %
<u>410-36-000-521630</u>	Vehicle Repair & Maintenance	2,500.00	2,500.00	0.00	1,157.09	1,342.91	53.72 %

Budget Report

For Fiscal: 2015-2016 Period Ending: 03/31/2016

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>410-36-000-521640</u>	Equipment Rental	500.00	500.00	38.69	152.94	347.06 69.41 %
<u>410-36-000-522200</u>	Property, Liability & Casualty Insur	15,560.00	15,560.00	125.00	125.00	15,435.00 99.20 %
<u>410-36-000-522210</u>	Self-Insurance Deductible	500.00	500.00	48.00	368.00	132.00 26.40 %
<u>410-36-000-522300</u>	Printing/Duplicating	400.00	400.00	0.00	272.69	127.31 31.83 %
<u>410-36-000-522400</u>	Telephone	3,000.00	3,000.00	280.27	1,165.42	1,834.58 61.15 %
<u>410-36-000-522410</u>	Telephone-Alarm Control	3,500.00	3,500.00	155.84	699.63	2,800.37 80.01 %
<u>410-36-000-522500</u>	Training/Seminars	1,000.00	1,000.00	125.00	211.00	789.00 78.90 %
<u>410-36-000-522600</u>	Travel	500.00	500.00	0.00	0.00	500.00 100.00 %
<u>410-36-000-522700</u>	Professional Dues & Memberships	500.00	500.00	0.00	556.00	-56.00 -11.20 %
<u>410-36-000-522900</u>	Postage	6,000.00	6,000.00	444.39	2,632.21	3,367.79 56.13 %
<u>410-36-000-522950</u>	Credit Card Fees	4,400.00	4,400.00	529.51	2,660.72	1,739.28 39.53 %
<u>410-36-000-530200</u>	Lab Supplies	50.00	50.00	0.00	0.00	50.00 100.00 %
<u>410-36-000-530410</u>	Parts-Vehicle	600.00	600.00	3.99	59.89	540.11 90.02 %
<u>410-36-000-530415</u>	Parts-Equipment	10,000.00	10,000.00	57.39	10,675.57	-675.57 -6.76 %
<u>410-36-000-530420</u>	Offices Supplies	500.00	500.00	10.38	164.64	335.36 67.07 %
<u>410-36-000-530500</u>	Asphalt/Rock/Cement	2,500.00	2,500.00	0.00	1,837.38	662.62 26.50 %
<u>410-36-000-530600</u>	Straw/Seeding/Plants	250.00	250.00	0.00	0.00	250.00 100.00 %
<u>410-36-000-530800</u>	General Supplies	2,300.00	2,300.00	236.86	790.33	1,509.67 65.64 %
<u>410-36-000-530900</u>	Employee Appreciation Cost	200.00	200.00	0.00	49.71	150.29 75.15 %
<u>410-36-000-531110</u>	Electricity	44,000.00	44,000.00	2,462.02	16,779.30	27,220.70 61.87 %
<u>410-36-000-531120</u>	Heating Fuel	10,500.00	10,500.00	222.10	791.92	9,708.08 92.46 %
<u>410-36-000-531300</u>	Gasoline & Oil	7,500.00	7,500.00	0.00	2,712.42	4,787.58 63.83 %
<u>410-36-000-532200</u>	Pipe & Fittings	2,500.00	2,500.00	18.05	1,590.42	909.58 36.38 %
<u>410-36-000-532270</u>	Manhole Replacement Program	11,000.00	11,000.00	4,701.30	7,093.30	3,906.70 35.52 %
<u>410-36-000-533100</u>	Chemicals	3,000.00	3,000.00	0.00	0.00	3,000.00 100.00 %
<u>410-36-000-534100</u>	Depreciation Expense	310,000.00	310,000.00	0.00	0.00	310,000.00 100.00 %
<u>410-36-000-534200</u>	SmallTools/Equipment/Furnishings	13,320.00	13,320.00	112.57	223.54	13,096.46 98.32 %
<u>410-36-000-541100</u>	Improvements Other Than Building	140,000.00	140,000.00	0.00	0.00	140,000.00 100.00 %
<u>410-36-000-541120</u>	Sanitary Sewer System Improve	150,000.00	150,000.00	0.00	14,249.65	135,750.35 90.50 %
<u>410-36-000-542100</u>	Vehicles	90,000.00	90,000.00	0.00	0.00	90,000.00 100.00 %
<u>410-36-000-542200</u>	Machinery & Equipment	10,000.00	10,000.00	0.00	0.00	10,000.00 100.00 %
<u>410-36-000-559100</u>	Bad Debts Expense	0.00	0.00	0.00	5,942.45	-5,942.45 0.00 %
<u>410-36-090-559110</u>	Interest Expense	655,800.00	655,800.00	0.00	332,534.38	323,265.62 49.29 %
<u>410-36-090-559120</u>	Agent Fees	83,000.00	83,000.00	0.00	77,692.75	5,307.25 6.39 %
<u>410-36-090-559130</u>	Amortization of Bond Discount/Pre	-21,340.00	-21,340.00	0.00	0.00	-21,340.00 100.00 %
<u>410-36-090-559200</u>	Bond/Note Principal	930,000.00	930,000.00	0.00	930,000.00	0.00 0.00 %
<u>410-36-361-510100</u>	Salaries/Wages-Regular	310,550.00	310,550.00	14,320.23	94,934.97	215,615.03 69.43 %
<u>410-36-361-510300</u>	Salaries/Wages-Overtime	2,500.00	2,500.00	193.44	2,624.80	-124.80 -4.99 %
<u>410-36-361-511100</u>	FICA Taxes	23,950.00	23,950.00	1,171.81	8,152.64	15,797.36 65.96 %
<u>410-36-361-511300</u>	Health Insurance	68,340.00	68,340.00	3,838.64	23,241.76	45,098.24 65.99 %
<u>410-36-361-511400</u>	Dental Insurance	4,530.00	4,530.00	235.38	1,496.63	3,033.37 66.96 %
<u>410-36-361-511600</u>	Life Insurance	580.00	580.00	34.89	216.74	363.26 62.63 %
<u>410-36-361-511700</u>	LAGERS Retirement Plan	33,370.00	33,370.00	1,761.83	12,051.41	21,318.59 63.89 %
<u>410-36-361-512605</u>	Employee Incentive Program	200.00	200.00	0.00	94.90	105.10 52.55 %
<u>410-36-361-512700</u>	HRA Deductible	9,000.00	9,000.00	0.00	3,474.18	5,525.82 61.40 %
<u>410-36-361-512701</u>	HRA Administration Fee	220.00	220.00	0.00	0.00	220.00 100.00 %
<u>410-36-361-520150</u>	Engineering & Inspection Departm	0.00	0.00	607.32	7,230.64	-7,230.64 0.00 %
<u>410-36-361-520250</u>	Administration, Finance & IT Depar	68,125.00	68,125.00	0.00	28,385.45	39,739.55 58.33 %
<u>410-36-361-520300</u>	Technical Services	20,200.00	20,200.00	660.55	3,522.00	16,678.00 82.56 %
<u>410-36-361-520400</u>	Other Contracted Services	16,350.00	16,350.00	13.00	1,279.00	15,071.00 92.18 %
<u>410-36-361-520450</u>	Public Works Staff Services	0.00	0.00	1,192.40	7,843.47	-7,843.47 0.00 %
<u>410-36-361-521300</u>	Tipping Fee - City of Washington	1,200.00	1,200.00	249.26	749.41	450.59 37.55 %
<u>410-36-361-521540</u>	Uniform Cleaning Service	500.00	500.00	122.50	539.66	-39.66 -7.93 %
<u>410-36-361-521560</u>	Building Repair & Maintenance	2,000.00	2,000.00	0.00	0.00	2,000.00 100.00 %
<u>410-36-361-521620</u>	Equipment Repair & Maintenance	108,100.00	108,100.00	782.55	1,632.03	106,467.97 98.49 %
<u>410-36-361-521630</u>	Vehicle Repair & Maintenance	3,000.00	3,000.00	2,774.42	3,695.52	-695.52 -23.18 %
<u>410-36-361-521640</u>	Equipment Rental	500.00	500.00	0.00	0.00	500.00 100.00 %
<u>410-36-361-522200</u>	Property, Liability & Casualty Insur	21,670.00	21,670.00	0.00	0.00	21,670.00 100.00 %

Budget Report

For Fiscal: 2015-2016 Period Ending: 03/31/2016

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>410-36-361-522210</u>	Self-Insurance Deductible	500.00	500.00	0.00	0.00	500.00 100.00 %
<u>410-36-361-522300</u>	Printing/Duplicating	1,050.00	1,050.00	0.00	892.44	157.56 15.01 %
<u>410-36-361-522400</u>	Telephone	6,500.00	6,500.00	752.71	3,322.53	3,177.47 48.88 %
<u>410-36-361-522410</u>	Telephone-Alarm Control	1,000.00	1,000.00	0.00	0.00	1,000.00 100.00 %
<u>410-36-361-522500</u>	Training/Seminars	800.00	800.00	0.00	0.00	800.00 100.00 %
<u>410-36-361-522600</u>	Travel	700.00	700.00	0.00	0.00	700.00 100.00 %
<u>410-36-361-522700</u>	Professional Dues & Memberships	700.00	700.00	0.00	505.00	195.00 27.86 %
<u>410-36-361-522900</u>	Postage	4,500.00	4,500.00	433.34	2,636.30	1,863.70 41.42 %
<u>410-36-361-530200</u>	Lab Supplies	13,600.00	13,600.00	58.34	266.72	13,333.28 98.04 %
<u>410-36-361-530410</u>	Parts-Vehicle	1,000.00	1,000.00	260.28	377.51	622.49 62.25 %
<u>410-36-361-530415</u>	Parts-Equipment	28,600.00	28,600.00	1,973.96	4,103.21	24,496.79 85.65 %
<u>410-36-361-530420</u>	Offices Supplies	500.00	500.00	7.25	55.53	444.47 88.89 %
<u>410-36-361-530500</u>	Asphalt/Rock/Cement	1,000.00	1,000.00	0.00	0.00	1,000.00 100.00 %
<u>410-36-361-530600</u>	Straw/Seeding/Plants	250.00	250.00	0.00	0.00	250.00 100.00 %
<u>410-36-361-530800</u>	General Supplies	4,000.00	4,000.00	125.69	954.98	3,045.02 76.13 %
<u>410-36-361-531110</u>	Electricity	170,000.00	170,000.00	11,610.73	66,669.21	103,330.79 60.78 %
<u>410-36-361-531120</u>	Heating Fuel	13,000.00	13,000.00	1,986.58	7,639.37	5,360.63 41.24 %
<u>410-36-361-531300</u>	Gasoline & Oil	3,000.00	3,000.00	0.00	1,231.71	1,768.29 58.94 %
<u>410-36-361-532200</u>	Pipe & Fittings	1,200.00	1,200.00	8.21	34.95	1,165.05 97.09 %
<u>410-36-361-533100</u>	Chemicals	17,300.00	17,300.00	1,179.00	6,237.00	11,063.00 63.95 %
<u>410-36-361-534100</u>	Depreciation Expense	890,000.00	890,000.00	0.00	0.00	890,000.00 100.00 %
<u>410-36-361-534200</u>	Small Tools/Equipment/Furnishings	14,280.00	14,280.00	19.77	4,570.68	9,709.32 67.99 %
<u>410-99-361-569250</u>	Transfer out- Vehicle & Equipment	201,500.00	201,500.00	0.00	0.00	201,500.00 100.00 %
	Expense Total:	4,800,050.00	4,800,050.00	68,778.36	1,845,017.62	2,955,032.38 61.56 %
	Fund: 410 - SEWAGE TREATMENT FUND Surplus (Deficit):	-1,776,450.00	-1,776,450.00	147,966.12	-338,826.79	1,437,623.21 80.93 %
	Report Surplus (Deficit):	-2,512,480.00	-2,512,480.00	164,317.14	-220,355.57	2,292,124.43 91.23 %

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 400 - WATER FUND						
Revenue	1,562,760.00	1,562,760.00	110,936.85	724,991.89	-837,768.11	53.61 %
Expense	2,298,790.00	2,298,790.00	94,585.83	606,520.67	1,692,269.33	73.62 %
Fund: 400 - WATER FUND Surplus (Deficit):	-736,030.00	-736,030.00	16,351.02	118,471.22	854,501.22	116.10 %
Fund: 410 - SEWAGE TREATMENT FUND						
Revenue	3,023,600.00	3,023,600.00	216,744.48	1,506,190.83	-1,517,409.17	50.19 %
Expense	4,800,050.00	4,800,050.00	68,778.36	1,845,017.62	2,955,032.38	61.56 %
Fund: 410 - SEWAGE TREATMENT FUND Surplus (Deficit):	-1,776,450.00	-1,776,450.00	147,966.12	-338,826.79	1,437,623.21	80.93 %
Report Surplus (Deficit):	-2,512,480.00	-2,512,480.00	164,317.14	-220,355.57	2,292,124.43	91.23 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
400 - WATER FUND	-736,030.00	-736,030.00	16,351.02	118,471.22	854,501.22
410 - SEWAGE TREATMENT FUND	-1,776,450.00	-1,776,450.00	147,966.12	-338,826.79	1,437,623.21
Report Surplus (Deficit):	-2,512,480.00	-2,512,480.00	164,317.14	-220,355.57	2,292,124.43

Memorandum

TO: James A. Briggs, City Administrator
 Brian N. Boehmer, Public Works Director
 Board of Public Works

FROM: Kevin Quaethem, Water and Wastewater Superintendent

DATE: April 4, 2016

RE: Work Performed by the Water and Wastewater Departments

STATUS OF MAJOR CONTRACTS –MARCH 2016

PROJECT	VENDOR	CONTRACT AMOUNT	PREVIOUSLY APPROVED	CURRENTLY APPROVED	BALANCE
Hydraulic Study	Donohue	\$58,000.00			\$ 14,500.00
WWTP Electrical Modifications	Electric Unlimited	\$274,300.00			\$108,800.00
Permanent Chlorination System Design	Donohue	\$6,535.00			\$ 1,045.60

MARCH 2016

Water Pumped March 2016..... 60,055,095 1.93 mgd
 Wastewater Effluent Flow March 2016..... 70,790,000 2.28 mgd
 Missouri One Call Locate messages received for locates.....177
 Meters Issued as new..... 5
 Meters Issued as replacements.....0
 Meters Issued as new for irrigation systems0
 Water breaks repaired.....3
 Sewer Routines259
 Delinquent Accounts actually shut off in March 2016.....76

WATER DEPARTMENT FIELD WORK PERFORMED – MARCH 2016

- | | |
|---|--|
| 1. Shop Maintenance | 12. Water Break Terry Lane Between 5 th & 3 rd |
| 2. Meter/Swapping/Repair | 13. Repair Hydrant @ 432 Hill St |
| 3. Repair/Replace/Number Hydrants | 14. Repair Plug In Hydrant @ 332 Louis |
| 4. Check Wells/Lift Stations/Heaters | 15. Repair Plug in Hydrant @ 2787 Southpoint |
| 5. Missouri One Call Locates | 16. Replace Hydrant @ 9 th & Cedar |
| 6. Hydrant Flushing/Painting | 17. Mr. Manholes |
| 7. Dig up/Repair Curb Stops | 18. Deliver Chlorine to Wells |
| 8. Water Samples | 19. Deliver Tanks to Wells |
| 9. Repair Water Main @ Jefferson Bridge | 20. Meter Rereads |
| 10. Water Break @ Madison & Washington | 21. Worked on Antenna @ Clay St. |
| 11. Water Break @ East Sixth St. | |

WASTEWATER DEPARTMENT FIELD WORK PERFORMED – MARCH 2016

1. Sewer Routines
2. Daily lab work and routines.
3. Cleaned belt press.
4. Clean Process Filters
5. Run belt press.
6. Cleaned bar screen.
7. Sprayed all Lift Stations
8. Checked Drain & temp gauges
9. Cleaned polymer barrels
10. Generator Work @ Victoria Manor
11. Sewer call @ 611 Penn
11. Cleaned grit tanks
12. Repair seal on process water pump #2
13. Hauled Sludge
14. Inventory of Vehicles
15. Cleaned Clarifiers
16. Sewer call @ 1007 E 3rd
17. Replaced Various Hoses
18. Camera Various Sewer Lines
19. Sewer Main @ 331 Olive (sinkhole)
20. Sewer Call @ #1 Creekside

ROUTINE FIELD WORK

1. Read meters and performed rereads as necessary.
2. Performed read-outs on meters (persons moving in and out)
3. Installed reading device receptacles on houses where new/replacement meters were installed.
4. Issued meters and materials to contractors, owners, etc.
5. Took necessary water samples of the distribution system.
6. Flushed hydrants – scheduled routine flushing.
7. Wastewater lab work.
8. Root-sawed and/or cleaned sewer lines where necessary.
9. Hauled sludge.
10. Televised sewer lines.
11. Performed river gauge measurement.
12. Performed sewer and water service main inspections.
13. Located water and sewer lines.
14. Monitored construction of water and sewer mains in new developments.
15. Responded to service call requests.
16. Invoiced for meters, materials and other charges as necessary.
17. Performed maintenance and repairs on buildings, vehicles, and equipment.

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

P.O. Box 176
 Jefferson City, MO 65102
 314--751-5331

Public Water System Name Washington Water Dept.				Laboratory Name			
Street Address 405 Jefferson Street				Franklin County Lab			
City Washington		Zip Code 63090		7419 Hwy 47 Ste. A Union, MO			
County Franklin		I.D. Number MO6010838		Certification Number 00700			
Date M/D/Y	Collection Point	Sample Type	Location Code	Sample Results		Chlorine Residual	
				Coliform	E-coli	Total	Free
3/1/16	1220 Lakeshore Dr	R	R-1	A	A	0.61	0.4
3/1/16	4 Chamer	R	R-3	A	A	0.45	0.44
3/1/16	519 Washington	R	R-12	A	A	0.61	0.5
3/1/16	1 Scenic	R	R-11	A	A	0.4	0.34
3/1/16	1651 W. 5th	R	R-16	A	A	0.65	0.55
3/9/16	1 Scenic	R	R-11	A	A	0.66	0.54
3/9/16	550 E 14th	R	R-5	A	A	0.58	0.51
3/9/16	404 E 2nd	R	R-13	A	A	0.51	0.41
3/9/16	515 Washington	R	R-2	A	A	0.51	0.43
3/9/16	1901 W. Main	R	R-17	A	A	0.24	0.21
3/15/16	404 E 2nd	R	R-13	A	A	0.44	0.35
3/15/16	4 Chamer	R	R-3	A	A	0.42	0.36
3/15/16	1651 W. 5th	R	R-16	A	A	0.38	0.26
3/15/16	1901 W. Main	R	R-17	A	A	0.48	0.4
3/15/16	1220 Lakeshore Dr	R	R-1	A	A	0.46	0.44
Total Routine Samples: 15				Signed: Kristen Wideman		Date: 3/30/16	
Monitoring Violation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				Title: Lab Assistant			
MCL Violation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No							

