



**VILLAGE OF KIMBERLY, WI
NOTICE OF REGULAR WATER COMMISSION MEETING**

DATE: Tuesday, July 9, 2024
TIME: 11:00 am
LOCATION: Village Hall, Committee Room
515 W. Kimberly Avenue
Kimberly, WI 54136

Notice is hereby given that the Kimberly Water Commission meeting will be held on Tuesday, July 9, 2024, at the Village Hall. This is a public meeting, and the agenda is listed below.

- 1) Call to Order
- 2) Roll Call
- 3) Approval of Minutes from the 06/11/24 Meeting
- 4) Unfinished Business
 - a) None
- 5) New Business for Consideration and Approval
 - a) Bills and Claims, and Financial Statements for the month May 2024
- 6) Reports
 - a) Superintendent's Report
- 7) Public Participation
- 8) Adjournment

VIRTUAL OPTION:

Water Commission Meeting 07/09/2024

Jul 9, 2024, 11:00 AM – 12:00 PM (America/Chicago)

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REGULAR MEETING OF THE KIMBERLY WATER COMMISSION
MINUTES
June 11, 2024

Chairman Johnson called the meeting to order at 11:00 am. Commissioner Stienen, Hanson and Hietpas appeared in person. Also attending the meeting were Water Superintendent Verstegen, Public Works Director Ulman and Utility Billing Clerk Firchow.

Approval of Minutes from the May 14, 2024, Meeting

Commissioner Hanson moved, Stienen seconded the motion to approve the Water Commission minutes of the May 14, 2024, meeting. The motion carried by unanimous vote of the Commission.

Unfinished Business

None

New Business

Bills and Claims, and Financial Statements for the month of April 2024

Commissioner Stienen moved, Hietpas seconded the motion to approve the Bills and Claims, and Financial Statements for the month of April 2024. The motion carried by unanimous vote of the Commission.

Reports

Midwest Contract Operations, Inc.

Superintendent Verstegen reported the replacement of the Variable Frequency Drive at Well #2 and upon startup the motor failed, a replacement motor has been ordered. Combined Locks continues to make contact regarding high iron and Superintendent Verstegen noted that all samples indicate no rise in iron levels of the water supplied to Combined Locks and believes the rise in iron is due to the change in directional flow within Combined Locks mains and their need to flush water mains. The water main in front of Festival Foods into The Blue Development was redone. Anticipated changes on North James Street resulting from the location of a concrete entrance planned for the new Public Works facility. V & T Painting, LLC will be in our area this month and scheduled to complete the remaining punch list items from the tower painting project. Welhouse Drive water mains are in and tied up.

Public Participation

None

Adjournment

Commissioner Stienen moved, Hanson seconded the motion to adjourn. The motion carried by unanimous vote and the Commission adjourned at 11:17 am.

Dated June 19, 2024

Drafted by MMF

Approved by Water Commission on _____

Report Criteria:

Report type: GL detail
 Invoice Detail.GL account = "0011111","601"-"602"
 Check.Voided = No

Invoice Number	Description	Invoice Date	Invoice Amount	Invoice GL Account	Invoice GL Account Title
ABT MAILCOM INC					
48553	BILLS PROCESSING AND MAILING	04/26/2024	811.68	601-0921-200	OFFICE SUPPLIES EXPENSES
48830	BILLS PROCESSING AND MAILING	05/28/2024	607.24	601-0921-200	OFFICE SUPPLIES EXPENSES
Total ABT MAILCOM INC:			1,418.92		
AT&T					
920788972304	H2O TELEMETRY LINE	04/13/2024	22.11	601-0921-200	OFFICE SUPPLIES EXPENSES
920788972305	H2O TELEMETRY LINE	05/13/2024	22.09	601-0921-200	OFFICE SUPPLIES EXPENSES
Total AT&T:			44.20		
BrightSpring Health Services					
APRIL 2024	REFUND-OVERPAYMENT	05/02/2024	4,807.10	601-0977-227	TOWER 1 INSPECT/TOWER 2 PAINT
Total BrightSpring Health Services:			4,807.10		
CHERYL TYSON					
MAY 2024	CLOSED WATER ACCOUNT REFUND	05/02/2024	101.22	001-1111	UTILITY CASH CLEARING
Total CHERYL TYSON:			101.22		
HAWKINS INC					
674305	SODIUM SILICATE	04/26/2024	2,293.81	601-0631-020	PUMPHOUSE #2
6743052	SODIUM SILICATE	04/26/2024	1,789.88	601-0631-020	PUMPHOUSE #2
6743053	SODIUM SILICATE	04/26/2024	1,182.60	601-0631-020	PUMPHOUSE #2
Total HAWKINS INC:			5,266.29		
Julie Nemitz					
OVERPMT MA	WATER UTILITY BILL OVERPAYMENT	05/17/2024	73.06	001-1111	UTILITY CASH CLEARING
Total Julie Nemitz:			73.06		
MCMAHON ASSOCIATES INC					
00934483	2024 STREET RECONSTRUCTION (WA	03/29/2024	9,834.00	601-0977-234	WELHOUSE DRIVE
00934741	2024 UTILITY AND STREET (WATERM	04/25/2024	2,765.50	601-0977-234	WELHOUSE DRIVE
00935054	2024 UTILITY AND STREET (WATERM	05/20/2024	1,043.50	601-0977-234	WELHOUSE DRIVE
Total MCMAHON ASSOCIATES INC:			13,643.00		
MENARDS					
56245	MISC SUPPLIES	04/29/2024	96.68	601-0935-200	MAINTENANCE GENERAL
Total MENARDS:			96.68		
MIDWEST CONTRACT OPERATION INC					
INV30581	MONTHLY SERVICES MARCH 2024	04/17/2024	454.85	601-0933-200	TRANSPORTATION EXPENSES
INV30635	MONTHLY SERVICES JUNE 2024	05/01/2024	23,991.07	601-0923-100	MCO ALLOCATED LABOR
Total MIDWEST CONTRACT OPERATION INC:			24,445.92		

Invoice Number	Description	Invoice Date	Invoice Amount	Invoice GL Account	Invoice GL Account Title
MIDWEST SALT					
P474009	MVP-INDUSTRIAL COARSE SALT	04/19/2024	3,472.77	601-0631-020	PUMPHOUSE #2
P474068	MVP-INDUSTRIAL COARSE SALT	04/24/2024	3,521.30	601-0631-030	PUMPHOUSE #3
P474223	MVP-INDUSTRIAL COARSE SALT	05/07/2024	3,527.77	601-0631-010	PUMPHOUSE #1
P474228	MVP-INDUSTRIAL COARSE SALT	05/07/2024	3,357.93	601-0631-030	PUMPHOUSE #3
Total MIDWEST SALT:			13,879.77		
PJ KORTENS & COMPANY INC					
10024869	SERVICE ORDER 240209-TOWER 2 PL	05/08/2024	1,914.11	601-0625-070	TELEMETRY
Total PJ KORTENS & COMPANY INC:			1,914.11		
TDS					
920-788-7500	PHONE LINES/INTERNET-WATER	05/22/2024	40.75	601-0921-200	OFFICE SUPPLIES EXPENSES
Total TDS:			40.75		
VERIZON WIRELESS					
9961788773	WATER PHONES	04/15/2024	151.83	601-0921-200	OFFICE SUPPLIES EXPENSES
9964292537	WATER PHONES	05/15/2024	155.69	601-0921-200	OFFICE SUPPLIES EXPENSES
Total VERIZON WIRELESS:			307.52		
Grand Totals:			66,038.54		

Report Criteria:

Report type: GL detail
 Invoice Detail.GL account = "0011111","601"- "602"
 Check.Voided = No

SUMMARY OF ACCOUNTS 2024 (2nd QTR)

General Fund Checking Account xxxxxx 9241

Beginning Balance	\$3,823,642.51	\$3,614,145.07
Deposits	\$822,701.43	\$537,696.87
Withdrawals	\$1,032,975.11	\$747,070.98
Interest	\$776.24	\$724.25
Ending Balance	\$3,614,145.07	\$3,405,495.21
	April	May

General Fund Money Market Account xxxxxx0273

Beginning Balance	\$14,932,126.75	\$14,958,808.75
Deposits	\$0.00	\$0.00
Withdrawals	\$0.00	\$338,913.89
Interest	\$26,682.00	\$27,237.12
Ending Balance	\$14,958,808.75	\$14,647,131.98
	April	May

Property Tax Savings Account xxxxxx 9000

Beginning Balance	\$1,080,381.36	\$1,080,469.92
Deposits	\$0.00	\$0.00
Withdrawals	\$0.00	\$0.00
Fee	\$0.00	\$0.00
Interest	\$88.56	\$91.52
Ending Balance	\$1,080,469.92	\$1,080,561.44
	April	May

Water Department Business Money Market Account xxxxxx 9274

Beginning Balance	\$705,035.34	\$706,295.16
Deposits	\$0.00	\$0.00
Withdrawals	\$0.00	\$0.00
Fee	\$0.00	\$0.00
Interest	\$1,259.82	\$1,304.14
Ending Balance	\$706,295.16	\$707,599.30
	April	May

Trust Accounts Business Money Market Account xxxxxx 5275

Beginning Balance	\$4,698,325.26	\$4,711,546.36
Deposits	\$3,705.42	\$0.00
Withdrawals	\$0.00	\$0.00
Fee	\$0.00	\$0.00
Interest	\$9,515.68	\$9,856.92
Ending Balance	\$4,711,546.36	\$4,721,403.28
	April	May

TIF Money Market Account xxxxxx 1278

Beginning Balance	\$10,331,902.99	\$10,360,327.95
Deposits	\$7,500.00	\$0.00
Withdrawals	\$0.00	\$0.00
Fee	\$0.00	\$0.00
Interest	\$20,924.96	\$21,674.60
Ending Balance	\$10,360,327.95	\$10,382,002.55
	April	May

VILLAGE OF KIMBERLY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2024

WATER DEPARTMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PUBLIC CHARGES FOR SERVICES</u>					
601-46-0461	METERED SALES-RESIDENTIAL	41,186.60	218,485.98	532,000.00	313,514.02 41.1
601-46-0462	METERED SALES-COMMERCIAL	142.50	21,346.48	86,000.00	64,653.52 24.8
601-46-0463	METERED SALES-INDUSTRIAL	2,664.26	18,550.38	69,000.00	50,449.62 26.9
601-46-0464	METERED SALES-MULTI FAM RES	3,067.10	23,787.54	59,000.00	35,212.46 40.3
601-46-0466	OTHER SALES-PUBLIC AUTHORIT	60.02	4,492.16	17,000.00	12,507.84 26.4
601-46-0467	WHOLESALE WATER	45,248.47	216,216.18	645,000.00	428,783.82 33.5
601-46-0469	PRIVATE FIRE PROTECTION	1,085.00	11,955.00	39,000.00	27,045.00 30.7
	TOTAL PUBLIC CHARGES FOR SERVICES	93,453.95	514,833.72	1,447,000.00	932,166.28 35.6
<u>INTERGOVN CHRGS FOR SERVICES</u>					
601-47-0470	HYDRANT RENTAL-KIMBERLY	16,013.44	112,604.16	315,000.00	202,395.84 35.8
601-47-0471	HYDRANT RENTAL-WHOLESALE	5,280.00	26,400.00	64,000.00	37,600.00 41.3
601-47-0474	OTHER WATER REVENUES	280.00	475.00	10,000.00	9,525.00 4.8
601-47-0475	WATER LATERAL ASSESSMENTS	.00	.00	1,896.00	1,896.00 .0
	TOTAL INTERGOVN CHRGS FOR SERVICE	21,573.44	139,479.16	390,896.00	251,416.84 35.7
<u>MISCELLANEOUS REVENUE</u>					
601-48-0419	INTEREST AND DIVIDENDS	.00	1,978.86	11,000.00	9,021.14 18.0
601-48-0420	SPECIAL ASSESSMENT INTEREST	.00	.00	246.00	246.00 .0
601-48-0421	CELLULAR ANTENNA MONTHLY FE	5,868.15	38,427.32	92,100.00	53,672.68 41.7
601-48-0480	FORFEITED DISCOUNTS	1,091.43	5,206.56	11,000.00	5,793.44 47.3
	TOTAL MISCELLANEOUS REVENUE	6,959.58	45,612.74	114,346.00	68,733.26 39.9
<u>OTHER FINANCING SOURCES</u>					
601-49-4930	FUND BALANCE APPLIED	.00	.00	274,355.00	274,355.00 .0
	TOTAL OTHER FINANCING SOURCES	.00	.00	274,355.00	274,355.00 .0
	TOTAL FUND REVENUE	121,986.97	699,925.62	2,226,597.00	1,526,671.38 31.4

VILLAGE OF KIMBERLY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2024

WATER DEPARTMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TAXES</u>					
601-0508-200 TAXES EXPENSES	89.89	405.05	168,000.00	167,594.95	.2
TOTAL TAXES	89.89	405.05	168,000.00	167,594.95	.2
<u>POWER</u>					
601-0622-010 PUMPHOUSE #1	.00	15,178.97	37,000.00	21,821.03	41.0
601-0622-020 PUMPHOUSE #2	.00	4,251.84	35,000.00	30,748.16	12.2
601-0622-030 PUMPHOUSE #3	.00	21,750.35	55,000.00	33,249.65	39.6
601-0622-040 WATER TOWER #1	.00	98.19	.00	(98.19)	.0
TOTAL POWER	.00	41,279.35	127,000.00	85,720.65	32.5
<u>SUPPLIES - GAS</u>					
601-0623-010 PUMPHOUSE #1	.00	954.90	3,200.00	2,245.10	29.8
601-0623-020 PUMPHOUSE #2	.00	373.43	800.00	426.57	46.7
601-0623-030 PUMPHOUSE #3	.00	62.92	500.00	437.08	12.6
601-0623-040 WATER TOWER #1	.00	111.35	.00	(111.35)	.0
TOTAL SUPPLIES - GAS	.00	1,502.60	4,500.00	2,997.40	33.4
<u>MAINTENANCE - PUMPING</u>					
601-0625-041 DEEPWELL PH #1	.00	496.93	5,000.00	4,503.07	9.9
601-0625-042 DEEPWELL PH #2	.00	250.00	5,000.00	4,750.00	5.0
601-0625-043 DEEPWELL PH#3	.00	524.93	5,000.00	4,475.07	10.5
601-0625-070 TELEMETRY	1,914.11	1,914.11	7,500.00	5,585.89	25.5
601-0625-100 LABOR	.00	.00	34,500.00	34,500.00	.0
TOTAL MAINTENANCE - PUMPING	1,914.11	3,185.97	57,000.00	53,814.03	5.6
<u>CHEMICALS</u>					
601-0631-010 PUMPHOUSE #1	3,527.77	18,165.27	145,200.00	127,034.73	12.5
601-0631-020 PUMPHOUSE #2	8,739.06	30,923.84	63,800.00	32,876.16	48.5
601-0631-030 PUMPHOUSE #3	6,879.23	55,462.86	145,500.00	90,037.14	38.1
TOTAL CHEMICALS	19,146.06	104,551.97	354,500.00	249,948.03	29.5

VILLAGE OF KIMBERLY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2024

WATER DEPARTMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MAINTENANCE-SOFTENING</u>					
601-0635-010	PUMPHOUSE #1	.00	824.42	15,000.00	14,175.58 5.5
601-0635-020	PUMPHOUSE #2	.00	1,019.42	15,000.00	13,980.58 6.8
601-0635-030	PUMPHOUSE #3	.00	987.26	25,000.00	24,012.74 4.0
601-0635-041	HOV DISCHARGE-PUMPHOUSE #1	.00	3,618.00	23,100.00	19,482.00 15.7
601-0635-042	HOV DISCHARGE-PUMPHOUSE #2	.00	4,837.50	10,100.00	5,262.50 47.9
601-0635-043	HOV DISCHARGE-PUMPHOUSE #3	.00	3,690.00	23,100.00	19,410.00 16.0
601-0635-100	LABOR	.00	.00	46,000.00	46,000.00 .0
TOTAL MAINTENANCE-SOFTENING		.00	14,976.60	157,300.00	142,323.40 9.5
<u>WATER TESTING/ANALYSIS</u>					
601-0638-200	WATER TESTING/ANALYSIS EXPE	.00	3,105.27	5,500.00	2,394.73 56.5
TOTAL WATER TESTING/ANALYSIS		.00	3,105.27	5,500.00	2,394.73 56.5
<u>MAINTENANCE STORAGE TANKS</u>					
601-0650-100	LABOR	.00	.00	23,000.00	23,000.00 .0
601-0650-200	MAINT. STORAGE TANKS EXPENS	.00	741.01	5,000.00	4,258.99 14.8
TOTAL MAINTENANCE STORAGE TANKS		.00	741.01	28,000.00	27,258.99 2.7
<u>MAINTENANCE OF MAINS</u>					
601-0651-100	LABOR	.00	137.80	55,300.00	55,162.20 .3
601-0651-200	MAINT. OF MAINS EXPENSES	.00	11,442.87	70,000.00	58,557.13 16.4
TOTAL MAINTENANCE OF MAINS		.00	11,580.67	125,300.00	113,719.33 9.2
<u>MAINTENANCE OF SERVICES</u>					
601-0652-100	LABOR	.00	.00	34,500.00	34,500.00 .0
601-0652-200	MAINT. OF SERVICES EXPENSES	.00	4,454.87	21,000.00	16,545.13 21.2
TOTAL MAINTENANCE OF SERVICES		.00	4,454.87	55,500.00	51,045.13 8.0
<u>MAINTENANCE OF METERS</u>					
601-0653-100	LABOR	.00	.00	20,100.00	20,100.00 .0
601-0653-200	MAINT. OF METERS EXPENSES	.00	36,120.00	50,000.00	13,880.00 72.2
601-0653-201	WHOLESALE METERS	.00	.00	500.00	500.00 .0
TOTAL MAINTENANCE OF METERS		.00	36,120.00	70,600.00	34,480.00 51.2

VILLAGE OF KIMBERLY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2024

WATER DEPARTMENT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MAINTENANCE OF HYDRANTS</u>						
601-0654-100	LABOR	.00	.00	20,100.00	20,100.00	.0
601-0654-200	MAINT. OF HYDRANTS EXPENSES	.00	5,580.00	25,000.00	19,420.00	22.3
	TOTAL MAINTENANCE OF HYDRANTS	.00	5,580.00	45,100.00	39,520.00	12.4
<u>GIS MAPPING</u>						
601-0655-200	GIS MAPPING	.00	100.00	6,000.00	5,900.00	1.7
	TOTAL GIS MAPPING	.00	100.00	6,000.00	5,900.00	1.7
<u>METER READER</u>						
601-0901-100	WAGES	.00	.00	5,750.00	5,750.00	.0
601-0901-200	METER READER EXPENSES	.00	214.94	3,600.00	3,385.06	6.0
601-0901-201	MAINTENANCE CONTRACT	.00	1,929.39	4,500.00	2,570.61	42.9
	TOTAL METER READER	.00	2,144.33	13,850.00	11,705.67	15.5
<u>ADMINISTRATIVE SALARIES</u>						
601-0920-100	WAGES	1,174.99	5,166.62	146,577.00	141,410.38	3.5
	TOTAL ADMINISTRATIVE SALARIES	1,174.99	5,166.62	146,577.00	141,410.38	3.5
<u>OFFICE SUPPLIES AND EXPENSE</u>						
601-0921-200	OFFICE SUPPLIES EXPENSES	1,637.45	5,469.28	25,703.00	20,233.72	21.3
	TOTAL OFFICE SUPPLIES AND EXPENSE	1,637.45	5,469.28	25,703.00	20,233.72	21.3
<u>OUTSIDE SERVICES</u>						
601-0923-100	MCO ALLOCATED LABOR	23,991.07	119,955.35	.00	(119,955.35)	.0
601-0923-200	OUTSIDE EXPENSES	.00	.00	13,973.00	13,973.00	.0
	TOTAL OUTSIDE SERVICES	23,991.07	119,955.35	13,973.00	(105,982.35)	858.5
<u>INSURANCE EXPENSE</u>						
601-0924-200	INSURANCE EXPENSES	.00	.00	11,264.00	11,264.00	.0
	TOTAL INSURANCE EXPENSE	.00	.00	11,264.00	11,264.00	.0

VILLAGE OF KIMBERLY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2024

WATER DEPARTMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EMPLOYEE PENSION AND BENEFIT</u>					
601-0926-200 EMPLOYEE PENSION/BENEFIT EX	.00	60.94	230.00	169.06	26.5
TOTAL EMPLOYEE PENSION AND BENEFIT	.00	60.94	230.00	169.06	26.5
<u>REGULATORY COMM. EXPENSE</u>					
601-0928-200 REGULATORY COMM. EXPENSES	.00	.00	1,800.00	1,800.00	.0
TOTAL REGULATORY COMM. EXPENSE	.00	.00	1,800.00	1,800.00	.0
<u>TRANSPORTATION EXPENSE</u>					
601-0933-200 TRANSPORTATION EXPENSES	.00	1,479.44	8,000.00	6,520.56	18.5
TOTAL TRANSPORTATION EXPENSE	.00	1,479.44	8,000.00	6,520.56	18.5
<u>GENERAL PLANT</u>					
601-0935-100 LABOR	.00	.00	14,400.00	14,400.00	.0
601-0935-200 MAINTENANCE GENERAL	96.68	4,078.56	32,500.00	28,421.44	12.6
TOTAL GENERAL PLANT	96.68	4,078.56	46,900.00	42,821.44	8.7
<u>CAPITAL OUTLAY-OTHER EXPENSE</u>					
601-0977-200 HYDRANTS	.00	393.75	15,000.00	14,606.25	2.6
601-0977-227 TOWER 1 INSPECT/TOWER 2 PAINT	4,807.10	12,888.10	.00	(12,888.10)	.0
601-0977-234 WELHOUSE DRIVE	13,643.00	15,998.80	474,000.00	458,001.20	3.4
601-0977-235 WELL #2 PULL AND INSPECTION	.00	.00	90,000.00	90,000.00	.0
601-0977-236 SCADA SYSTEM UPGRADE/REPLACE	.00	.00	50,000.00	50,000.00	.0
601-0977-237 WELL #3 RESIN REPLACEMENT	.00	.00	125,000.00	125,000.00	.0
TOTAL CAPITAL OUTLAY-OTHER EXPENSE	18,450.10	29,280.65	754,000.00	724,719.35	3.9
TOTAL FUND EXPENDITURES	66,500.35	395,218.53	2,226,597.00	1,831,378.47	17.8
NET REVENUE OVER EXPENDITURES	55,486.62	304,707.09	.00	(304,707.09)	.0



MIDWEST CONTRACT OPERATIONS, INC.
P.O. BOX 418 MENASHA, WI 54952-0418

Monthly Superintendent Report/Update

To: Village of Kimberly Water Commission

From: Jerry Versteegen, Water Utility Supt. (MCO)

CC: Dani Block

Date: 06/2024

Updates for current, past, and ongoing Water Department projects and areas of concern:

- Plants/Treatment
 - New VFD In place at Lincoln
 - New Booster motor installed at Lincoln
 - Tower Punchlist Items
- Distribution
 - Service Leak at 525 E Maes Ave
 - Service Leak at 304 S James St
 - Locates
- Meters
 - Residential Meter Changes
- General Water
 - Residential cross connection surveys

Sam Schepp
Jerry Versteegen (920-858-7477)