

WESTERN LAKE SUPERIOR SANITARY DISTRICT

2626 Courtland Street
Duluth, Minnesota 55806-1894
Phone: (218) 722-3336
FAX: (218) 727-7471
<http://www.wlssd.duluth.mn.us>



MEMORANDUM

Clear Answers for Clean Water™

To: WLSSD Board of Directors

From: Amanda MacDonald

Date: May 17, 2023

Subject: June Meeting Schedule

Strategic Planning Session – Solid Waste	Thursday, June 1, 2023 1:00pm – 5:00pm
Strategic Planning Session – Financials	Monday, June 12, 2023 3:00pm – 5:00pm
Operations & Planning Committee	Tuesday, June 20, 2023 11:30am
Finance Committee	Wednesday, June 21, 2023 11:30am
Regula Board	Monday, June 26, 2023 5:00pm

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MEMORANDUM

To: Jim Aird, Julene Boe, Jack Ezell, Loren Lilly, Dave Manderfeld, Laura Ness, Marcia Podratz, Rob Schilling, and Paul Thomsen
From: Amanda MacDonald
Date: May 17, 2023
Subject: Committee of the Whole – Strategic Planning Session 2

A Committee of the Whole meeting is scheduled on **Monday, May 22, 2023 1:00 p.m. – 6:00 p.m.** in the WLSSD Board Room at 2626 Courtland Street for the second of four strategic planning sessions.

The agenda for this meeting includes:

- WLSSD Wastewater Discussion

Please call or email Amanda MacDonald if you do not plan on attending.

cc: News Media
Board Members



AGENDA
REGULAR BOARD MEETING
May 22, 2023
12:30 p.m.

1. **Agenda Review**
2. **Old Business**
3. **Approval of Consent Agenda Items**
 - a. Regular Board minutes dated April 24, 2023
 - b. Board Member vouchers for the month of April
 - c. Payment vouchers dated April 19, 2023 to May 16, 2023
 - d. Sanitary Sewer Extension – Rice Lake Utility Extension (City of Rice Lake)
 - e. Sanitary Sewer Extension – Okerstrom Road and Utility Improvements (City of Hermantown)
4. **New Business Items for Discussion and Approval**
 - Operations & Planning
 - a. Resolution 23-11; Wisconsin Department of Natural Resources NR-208 Compliance Maintenance
 - b. Approval of PaintCare Agreement
 - Finance
 - c. Approval of Purchasing Policy Revisions
 - Governance
 - d. Approval of 2023-2024 Committee Assignments
5. **Committee Reports**
 - a. Committee of the Whole
 - b. Finance
 - c. Operations and Planning
 - d. Personnel
 - e. Legislative
 - f. Board Governance
 - g. Board Member Comments
6. **Executive Director Reporting**
 - a. Communications
 - b. Monthly Financials
 - c. NPDES
7. **Legal Counsel**
8. **Executive Session (staff excused)**

Consent Agenda Items



MINUTES
REGULAR BOARD MEETING
April 24, 2023
5:00 p.m.

Board Members Present: Rob Schilling, Laura Ness, Marcia Podratz, Jim Aird, Paul Thomsen, and Jack Ezell

Board Members Absent: Loren Lilly and Dave Manderfeld

Staff Present: Marianne Bohren, Cathy Remington, Brandon Kohlts, Julie Macor, Carrie Clement, AJ Axtell, Grant Brown, and Amanda MacDonald

Legal Present: David Oberstar – Fryberger, Buchanan, Smith & Frederick

Public Present: Jim Simmons, Tim Doherty, Jeff Donahue, Brayden Johnson, Brooke Harrison, Charlie Bouschor, Andy Ernst, Chase Poppenhagen, Heather Monson, Dave Olson, and Mark Lyes

Chair Ness called the meeting to order 5:04 p.m.

1. Approval of Consent Agenda Items

- a. Regular Board minutes dated March 22, 2023
- b. Board Member vouchers for the month of March
- c. Payment vouchers dated March 22, 2023 to April 18, 2023
- d. Sanitary Sewer Extension – Peyton Acres Phase 1C (City of Hermantown)

MOTION: Member Thomsen to approve the Consent Agenda Items

SECOND: Member Aird

DISCUSSION: None

RESULT: The motion passed unanimously

2. New Business Items for Discussion and Approval

- a. **Resolution 23-10; Adopting Modified Regulations Implementing the Capacity Availability Fee**

Brandon Kohlts discussed the resolution. In August 2005 the Capacity Availability Fee (CAF) Ordinance was adopted and addresses the cost of system capacity constructed to meet the needs of future growth in the WLSSD service area. The program is modeled after Met Council's Sewer Availability Charge. The procedures manual and associated fee (\$750) were effective on January 1, 2006. In December 2007 the fee increased to \$940 and the modified regulations

were effective January 1, 2008; the regulations were modified again in May 2015 with no increase in fees.

The CAF is a fee payable to WLSSD by new or existing connections that, as a result of new use, are anticipated to discharge increased flows within the WLSSD or collection system(s) that are tributary to the WLSSD system.

WLSSD staff performs CAF determinations for industrial and commercial customers, assists municipal customers with training and informational materials, collects CAF fees from industrial customers, and maintains the right to audit municipal customers, and maintains records.

Municipal customers collect CAF payments and remit to WLSSD, reports CAF activity, and keep 4% of the fees collected for their administration costs.

The majority of the proposed changes to the procedures manual are in Appendix A of the document. The changes are intended to be more consistent with Met Council's Sewer Availability Charge procedures manual. The changes will help to lessen confusion when completing CAF determinations for commercial customers as many of the same contractors work in both the Twin Cities and Duluth. An increase in fees is not being requested at this time; fees will be researched and studied in 2024 and any proposed increase would be effective 2025.

The Operations & Planning Committee recommends that the WLSSD Board approve Resolution 23-10; Adopting Modified Regulations Implementing the Capacity Availability Fee.

MOTION: Member Thomsen to approve Resolution 23-10; Adopting Modified Regulations Implementing the Capacity Availability Fee

SECOND: Member Ezell

DISCUSSION: None

RESULT: The resolution passed with 7 ayes and 2 absents

b. Approval of HPE SimpliVity Node Upgrade 2023

Grant Brown discussed the upgrade. In 2018, WLSSD installed two Hewlett Packard Enterprise (HPE) Gen 8 server nodes; two additional Gen 9 nodes were purchased in 2019 and added to the original clusters. These nodes are intended for storage and server back-ups. The first two nodes will lose support on December 31, 2023.

MIS staff requested an upgrade to the network cards on the existing SimpliVity HPE DL380 Gen 10 nodes to take advantage of the 10/25 GM speed being implemented as part of the District's Next Generation Firewall project.

WLSSD received a quote from PDS, A Converge Company for the purchase of the units, additional network cards, and installation. WLSSD also looked at the Minnesota HPE State Contract for pricing.

The Operations & Planning Committee recommends that the WLSSD Board authorize staff to enter into a contract with PDS, A Converge Company for the procurement of a SimpliVity HPE DL 380 Gen 10 Node.

MOTION: Member Podratz to authorize staff to enter into a contract with PDS, A Converge Company for the procurement of a SimpliVity HPE DL 380 Gen 10 Node

SECOND: Member Boe

DISCUSSION: None

RESULT: The motion passed unanimously

3. Committee Reports

- a. *Committee of the Whole* – there was a meeting prior to the Regular Board meeting; the dates for the upcoming Strategic Planning Sessions were reviewed.
 - i. *Organizational Branding* – Monday, May 15th 11:30 a.m. to 12:30 p.m.
 - ii. *Wastewater* – Monday, May 22nd 1:00 p.m. to 6:00 p.m.
 - iii. *Solid Waste* – Thursday, June 1st 1:00 p.m. to 5:00 p.m.
 - iv. *Financials* – Monday, June 12th 3:00 p.m. to 5:00 p.m.
- b. *Finance* – the minutes from the April meeting were reviewed; the next meeting is scheduled for Wednesday, May 17th at 11:30 a.m.
- c. *Operations & Planning* – the minutes from the April meeting were reviewed; the next meeting is scheduled for Tuesday, May 16th at 11:30 a.m.
- d. *Legislative* – there was no meeting in April and no meeting is scheduled for May.
- e. *Board Governance* – the minutes from the April meeting were reviewed; no meeting is scheduled for May
- f. *Board Member Comments* – it was noted that the May Regular Board meeting will begin at 12:30 p.m. prior to the Strategic Planning Session.

4. Executive Director Reporting

- a. **Communications**
Marianne Bohren reviewed the communications at the Committee of the Whole meeting prior to the Regular Board meeting.
- b. **Monthly Financials**
Cathy Remington reviewed the financials for the month of March.

Revenues

Total Wastewater Operating Revenues thru March were \$412,006 over budget or 106%; Industrial Revenues thru March were \$392,506 over budget or 110%;

Operating Investment Earnings were \$61,568 over budget or 239%; Miscellaneous Revenue was \$42,068 under budget or 70%. Miscellaneous Revenue is comprised of: Hauled Waste was \$5,792 under budget or 94%; Biosolids was \$3,122 under budget or 49%; Capacity Availability Fee was \$33,545 under budget or 19%; Other Miscellaneous revenues were \$391 over budget.

Wastewater Loadings

BOD is at 73,923 lbs/day which is 7,058 lbs/day over budget and TSS is at 45,907 lbs/day which is 3,231 lbs/day over budget thru March.

Expenses

Total Wastewater O&M Expenses thru March were \$284,918 under budget or 94%.

Direct Department

Direct Department Expenses thru March were \$90,780 under budget or 95%

Key Areas to Highlight: Payroll - \$8,310 under budget or 99%; Natural Gas - \$100 under budget or 97%; Electricity - \$7,958 under budget or 98%; Diesel - \$14,586 under budget or 61%; Water/Storm Water - \$4,591 over budget or 218%; Repairs/Cleaning Interceptors - \$1,891 over budget or 108%; Contract Services - \$15,671 over budget or 155%; Supplies - \$9,850 under budget or 72%; Public Information - \$7,246 over budget or 313%; Grants to Governmental Units - \$2,150 under budget; Program Development - \$1,000 under budget; Chemicals - \$72,538 under budget or 81%. Chemicals include: Sodium Hypochlorite/Bisulfite - \$15,808 under budget or 15%; Polymers - \$29,115 under budget or 89%; Ferric - \$12,984 under budget or 79%; Defoamant - \$6,144 under budget or 56%; Liquid Oxygen - \$2,349 over budget or 147%; Other Chemicals - \$10,836 under budget or 38%.

Allocated Department Expenses

Total Allocated Department Expenses thru March were \$194,137 under budget or 94%.

Capital Investment Earnings

The Capital Investment Earnings are \$73,009 over budget or 476%.

Capital Fund

The Capital Fund Transfer is 100% year to date.

Debt Service

Debt Service Investment Earnings are \$143,887 over budget or 526%.

Debt Service Transfer

Debt service transfer is 100% year to date.

Operations Revenue, Expense, and Surplus Summary

The Wastewater Operations Revenue are \$412,006 over budget thru March. Expenses are \$284,918 under budget; Capital/Debt Service Earnings are \$216,896 over budget; Capital/Debt Service Transfers are at budget. The actual wastewater surplus thru March is \$232,308.

Operations Fund Balance

The Wastewater Operations Fund Balance was at \$14,661,461 or 2 ¾ times the minimum targeted goal as of March 31, 2023. (Goal 25% or better of 2023 budgeted O&M expenses - \$5,094,319)

Capital Fund Reserve Balance

The Wastewater Capital Fund Reserve was \$7,972,965 or \$5.54 million in excess of the minimum targeted goal as of March 31, 2023. (Goal \$1,000,000 plus highest annual WIF set aside of \$1,420,827)

Debt Service Adjusted Fund Balance

The Wastewater Debt Service Adjusted Fund Balance (including Georgia Pacific prepaid 2024-2027) was at 470% as of March 31, 2023. (Goal 120% or better)

Solid Waste

Revenues

Total Solid Waste Operating Revenues thru March were \$53,565 under budget or 98%.

Transfer Station - \$83,865 under budget or 94%; Hauler Collected Fees (SWMF) - \$68,027 over budget or 111%; Material Recovery Center - \$8,928 under budget or 89%; Yard Waste/Organics - \$35 over budget; Household Hazardous Waste - \$38,592 under budget or 10%; Operating Investment Earnings - \$8,694 over budget or 187%; Miscellaneous - \$1,064 over budget or 100%.

Expenses

Total Solid Waste O&M Expenses thru March were \$291,508 under budget or 89%.

Direct Department

Direct Department Expenses thru March were \$279,609 under budget or 87%.

Key Areas to Highlight: Payroll - \$113,684 under budget or 78%; Electricity - \$1,094 under budget or 89%; Natural Gas - \$124 over budget or 103%; Diesel - \$255 under budget or 95%; Solid Waste Disposal - \$127,691 under budget or 91%; Contract Services- \$13,890 under budget or 88%; Supplies - \$3,964 under budget or 66%; Public Information - \$4,019 under budget or 74%; Rent-Equipment – \$401 over budget or 103%; Land Lease – Duluth Airport Authority - \$47 over budget or 102%; Copying and Printing - \$3,654 under budget or 19%;

Grants to Governmental Units - \$10,445 under budget; Program Development - \$2,048 under budget or 68%.

Allocated Department

Allocated Department Expenses were \$11,899 under budget or 98% thru March.

Capital Fund

Capital Investment earnings - \$10,548 over budget or 521%; Capital Transfers – YTD 80%.

Solid Waste Summary

Total Solid Waste Operating Revenues are \$53,565 under budget thru March. Total Solid Waste Expenses are \$291,508 under budget. Capital transfers are \$8,472 under budget and Capital earnings \$10,548 over budget. The actual solid waste surplus thru March is \$2,064.

Operations Fund Balance

The Solid Waste Operations Fund Balance was at \$2,289,845 or 1 ½ times the minimum targeted goal as of March 31, 2023 (Goal 25% or better of 2023 budgeted non-Transfer Station O&M expenses - \$1,467,587)

Capital Fund Reserve Balance

The Solid Waste Capital Fund Reserve was at \$674,101 or 1 ¼ times the minimum-targeted goal as of March 31, 2023. (Goal \$550,000 or better)

Solid Waste Debt Service Fund

There is no Solid Waste Debt and thus there are no Solid Waste Debt Service Funds.

Transfer Station Fund Balance

The Transfer Station Reserve Fund balance was at \$340,224 or 2 ¼ times the minimum-targeted goal as of March 31, 2023. (Goal \$150,000 or better)

WLSSD Incentive Progress

Safety, Health and Wellness

Total earned for March - \$30; total earned year to date - \$110; potential earning for 2023 - \$740.

Environmental and Community Stewardship

Total earned for March - \$20; total earned year to date - \$60; potential earning for 2023 - \$570.

Operational Excellence

Total earned if year ended in March - \$550; potential earning for 2023 - \$750.

Fiscal Responsibility

Total earned if year ended in March - \$750; potential earning for 2023 - \$750.

Incentive Plan Summary

The actual total earned year-to-date is \$50; YTD if year ended in March was \$1,980; the potential earning for 2023 is \$2,990.

c. **NPDES**

Julie Macor discussed the NPDES report at the Committee of the Whole meeting prior to the Regular Board meeting.

5. **Legal Counsel** – no report

6. **Executive Session** – none

The meeting adjourned at 5:28 p.m.

Recording Secretary

Laura Ness, Board Chair

Rob Schilling, Board Secretary

APRIL

Dave Manderfeld

	04/18/23	Operations & Planning Committee Meeting						\$50.00
	04/19/23	Combined Finance and Governance Committee Meeting						\$50.00
Committee Meeting	Mileage:	2.0	@	36.0 miles =	72.00	miles @	0.655 /mile	\$47.16
Board Meeting	Mileage:		@	23.0 miles =	0.00	miles @	0.655 /mile	\$0.00
		TOTAL CLAIM						\$147.16

Laura Ness

	April	Board Chair's Additional Compensation					\$100.00
	04/18/23	Operations & Planning Committee Meeting					\$50.00
	04/19/23	Combined Finance and Governance Committee Meeting					\$50.00
	04/24/23	Committee of the Whole Meeting					\$50.00
	04/24/23	Regular Board Meeting					\$0.00
Committee Meeting	Mileage:	2.0	@	9.8 miles =	19.60	miles @ 0.655 /mile	\$12.84
Board Meeting	Mileage:	1.0	@	9.8 miles =	9.80	miles @ 0.655 /mile	\$6.42
TOTAL CLAIM							\$269.26

Marcia Podratz

	04/19/23 Combined Governance and Finance Committee Meeting	\$50.00
	04/24/23 Committee of the Whole Meeting	\$50.00
	04/24/23 Regular Board Meeting	\$0.00
Committee Meeting Mileage:	1.0 @ 5.6 miles = 5.60 miles @ 0.655 /mile	\$3.67
Board Meeting Mileage:	1.0 @ 8.9 miles = 8.90 miles @ 0.655 /mile	\$5.83
	TOTAL CLAIM	\$109.50

Rob Schilling

	04/24/23	Committee of the Whole Meeting	\$50.00
	04/24/23	Regular Board Meeting	\$0.00
Committee Meeting Mileage:		@ 38.0 miles = 0.00 miles @ 0.655 /mile	\$0.00
Board Meeting Mileage:	1.0	@ 31.0 miles = 31.00 miles @ 0.655 /mile	\$20.31
TOTAL CLAIM			\$70.31

Paul Thomsen

	04/18/23	Operations & Planning Committee Meeting					\$50.00
	04/19/23	Combined Finance and Governance Committee Meeting					\$50.00
	04/24/23	Committee of the Whole Meeting					\$50.00
	04/24/23	Regular Board Meeting					\$0.00
Committee Meeting Mileage:	2.0	@	13.0 miles =	26.00	miles @	0.655 /mile	\$17.03
Board Meeting Mileage:	1.0	@	13.0 miles =	13.00	miles @	0.655 /mile	\$8.52
		TOTAL CLAIM					\$175.55

WLSSD Check Register

5/17/2023

Report Dates: 4/19/2023 - 5/16/2023

7:56:36AM

Check	Date	Amount	Vendor	Name			
12547	4/21/2023	1,250,000.00	1410	PIPER JAFFRAY & CO.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
042123PJ	4/21/23	4/21/23		1000-0600	1,250,000.00	TRANSFER TO PIPER MONEY MARKE	
191459	4/21/2023	1,011,452.62	6821	MINGER CONSTRUCTION COM INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
43440	4/19/23	4/27/23	201510	1000-1300-3440	1,011,452.62	CLOQUET INTERCEPTOR REHABILIT/	CLOQUET INT REHAB CONSTRUCTION
12548	4/21/2023	700,000.00	6677	MORETON CAPITAL MARKETS, LLC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
042123MO	4/21/23	4/21/23		1000-0600	700,000.00	MORETON MM	
191446	4/20/2023	310,593.16	5629	CITY OF SUPERIOR LANDFILL			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
23075	4/3/23	5/3/23	900992	5000-5701	310,593.16	CARLTON COUNTY MSW DISP	
12546	4/24/2023	298,608.58	753	MINNESOTA POWER			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
042423ELE	4/24/23	4/24/23		6700-5000	180,418.74	ELECTRICAL COSTS MARCH	
	4/24/23	4/24/23		4200-5000	107,546.68	ELECTRICAL COSTS MARCH	
	4/24/23	4/24/23		6000-5000	7,988.47	ELECTRICAL COSTS MARCH	
	4/24/23	4/24/23		5100-5000	807.92	ELECTRICAL COSTS MARCH	
	4/24/23	4/24/23		5000-5000	695.10	ELECTRICAL COSTS MARCH	
	4/24/23	4/24/23		5600-5000	653.62	ELECTRICAL COSTS MARCH	
	4/24/23	4/24/23		5500-5000	419.39	ELECTRICAL COSTS MARCH	
	4/24/23	4/24/23		4300-5000	78.66	ELECTRICAL COSTS MARCH	
191521	5/3/2023	265,165.10	6057	MAGNEY CONSTRUCTION, INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
73469	4/5/23	5/5/23	201497	1000-1300-3469	265,165.10	CONSTRUCTION CONTRACT FOR CAI	CARLTON PS CONSTRUCTION
71088	5/1/2023	177,012.07	3169	NORTHEAST SERVICE COOPERATIVE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
18729	5/1/23	5/2/23		1000-2670	174,711.40	MEDICAL/VEBA-MAY	
	5/1/23	5/2/23		1000-2740	2,300.67	RETIREE/COBRA-MAY	

WLSSD Check Register

5/17/2023

Report Dates: 4/19/2023 - 5/16/2023

7:56:36AM

Check	Date	Amount	Vendor	Name			
71071	4/20/2023	173,444.54	3169	NORTHEAST SERVICE COOPERATIVE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
18678	4/1/23	4/2/23		1000-2670	171,143.87	MEDICAL/VEBA-APRIL	
	4/1/23	4/2/23		1000-2740	2,300.67	RETIREE/COBRA-APRIL	
191543	5/8/2023	130,151.75	6801	CARLSON TIMBER PRODUCTS, INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
45280	4/30/23	5/20/23	900954	5000-5703	130,151.75	TRANSFER STATION OPERATION FEE	
191462	4/27/2023	77,930.62	5158	BENSON ELECTRIC COMPANY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
E696705R3406	3/20/23	3/30/23	201457	1000-1300-3406	77,930.62	PA SYSTEM REPLACEMENT REMAIND APPLICATION #2 REMAINDER FOR PA	
191555	5/8/2023	70,080.00	6832	NORDIC CONSULTING PARTNERS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
1380133500	4/19/23	5/19/23	201551	1000-1300-3500	70,080.00	INFOR CLOUDSUITE IMPLEMENTATIO INFOR CLOUDSUITE IMPLEMENTATIO	
71089	5/4/2023	62,070.29	1392	UNITED STATES TREASURY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
050423HRLY	5/4/23	5/5/23		1000-2400	23,080.77	FED W/H P/E 4/29/23	
	5/4/23	5/5/23		1000-2450	15,799.72	FICA CONTRIBUTION P/E 4/29/23	
	5/4/23	5/5/23		1000-2440	15,799.72	FICA W/H P/E 4/29/23	
	5/4/23	5/5/23		1000-2460	3,695.04	MEDICARE W/H P/E 4/29/23	
	5/4/23	5/5/23		1000-2470	3,695.04	MEDICARE CONTRIB P/E 4/29/23	
55246	4/28/2023	61,534.20	3838	POLYDYNE INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
1731704	4/19/23	4/20/23	900952	1000-1020	61,534.20	EPAM POLYMER (CE-1820)	
55262	5/12/2023	61,479.60	3838	POLYDYNE INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
1735404	5/2/23	5/3/23	901003	1000-1020	61,479.60	EPAM POLYMER (CE-1820)	

WLSSD Check Register

Report Dates: 4/19/2023 - 5/16/2023

5/17/2023

7:56:36AM

Check	Date	Amount	Vendor	Name			
71073	4/20/2023	57,771.03	1392	UNITED STATES TREASURY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
042023HRLY	4/20/23	4/21/23		1000-2400	21,021.31	FED W/H P/E 4/15/23	
	4/20/23	4/21/23		1000-2440	14,892.01	FICA W/H P/E 4/15/23	
	4/20/23	4/21/23		1000-2450	14,892.01	FICA CONTRIBUTION P/E 4/15/23	
	4/20/23	4/21/23		1000-2460	3,482.85	MEDICARE W/H P/E 4/15/23	
	4/20/23	4/21/23		1000-2470	3,482.85	MEDICARE CONTRIB P/E 4/15/23	
191504	5/3/2023	54,217.01	5960	DONOHUE AND ASSOCIATES			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
13460353405	4/13/23	5/13/23	201467	1000-1300-3405	38,574.18	CONSTRUCTION PHASE ENGINEERING	CHP CONSTRUCTION SERVICES
137951399724	4/13/23	5/13/23	201261	1000-1300-3424	15,642.83	PROF SERV AMEND 3	CONSTRUCTION RELATED SERVICES
191550	5/8/2023	54,058.50	6853	GRAND RAPIDS CHEV GMC INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
30028328926	4/26/23	5/4/23	201565	1000-1340-8926	54,058.50	SILVERADO 1500 SUMMIT WHITE	2023 CHEV SOLVERADO 1500 PU
191426	4/20/2023	50,538.48	6789	INTERGRAPH CORP HEXAGON'S ALI			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
CLAI000579	4/2/23	5/2/23	601369	1000-1160	50,538.48	EAM ENTERPRISE YEAR 1	
191452	4/21/2023	41,409.89	6852	CBS ARCSAFE, LLC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
IAS017903499	3/31/23	4/30/23	201553	1000-1300-3499	41,409.89	WESTINGHOUSE AB DE-ION MCCB-F	REMOTE SWITCH ACTUATOR

WLSSD Check Register

5/17/2023

Report Dates: 4/19/2023 - 5/16/2023

7:56:36AM

Check	Date	Amount	Vendor	Name			
13886	4/28/2023	38,080.14	6599	US BANK CREDIT CARD			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
0417231736	4/17/23	4/18/23		5700-7030	500.00	EARTH WEEK SPONSORSHIP	
	4/17/23	4/18/23		5700-6090	85.00	STOCK PHOTOS - DISTRICT WIDE	
	4/17/23	4/18/23		4700-6090	85.00	STOCK PHOTOS - DISTRICT WIDE	
	4/17/23	4/18/23		5700-7030	50.00	BLOCK PARTY AD	
	4/17/23	4/18/23		4700-8000	42.50	MAGC MEMBERSHIP	
	4/17/23	4/18/23		5700-8000	42.50	MAGC MEMBERSHIP	
	4/17/23	4/18/23		5700-7030	40.14	BLOCK PARTY AD	
	4/17/23	4/18/23		5700-5860	6.50	DIGITAL MAIL SERVICE	
	4/17/23	4/18/23		4700-5860	6.50	DIGITAL MAIL SERVICE	
0417231870	4/17/23	4/18/23		6800-5520	982.17	EATON 1000VA UPS	
	4/17/23	4/18/23		6800-5520	415.44	LIMIT SWITCH #1 THICKENER	
	4/17/23	4/18/23		6800-6060	117.27	FUEL FILL 4 RENTAL TRUCK RETRN	
	4/17/23	4/18/23		6800-6060	64.96	TOOLS - WIRE CUTTER,TEST LEADS	
	4/17/23	4/18/23		6800-6060	40.20	CR2 BATTERIES 4 INST SHOP	
	4/17/23	4/18/23		6800-6060	39.90	TOOLS CRIMPER/STRIPPER	
	4/17/23	4/18/23		6800-5520	36.40	PARTS FOR KNOWLTON DIMM 2	
	4/17/23	4/18/23		6800-5520	32.16	REPLACEMENT BEARINGS 4 VFD	
	4/17/23	4/18/23		6800-5520	21.23	PARTS FOR KNOWLTON DIMM 2	
0417231973	4/17/23	4/18/23		6000-6900	249.90	SAFETY BOOTS - M. ELLWOOD	
	4/17/23	4/18/23		6000-6900	219.90	SAFETY SHOES - L. WALL	
	4/17/23	4/18/23		6000-6900	137.90	SAFETY SHOES - L. WELTY	
	4/17/23	4/18/23		6000-6930	70.00	ERAILS SAFE BACKGROUND CHECK	
	4/17/23	4/18/23		6000-6910	10.00	HR MEETING - A. HANSON	
0417231999	4/17/23	4/18/23		4000-6010	1,816.00	BYPASS EQUIPMENT FOR BLD 2	
	4/17/23	4/18/23		4000-6010	800.00	MMF LAB ANALYSIS	
	4/17/23	4/18/23		4000-6010	479.15	OPS SUPPLIES	
	4/17/23	4/18/23		4000-6010	333.09	HDMI CORDS FOR PC	
	4/17/23	4/18/23		4000-6010	229.90	OPS SUPPLIES	
	4/17/23	4/18/23		4000-6010	141.82	CORROSION INHIBITOR- ANALYZER	
	4/17/23	4/18/23		4000-6010	140.02	CORROSION INHIBITOR- ANALYZER	
0417232136	4/17/23	4/18/23		5600-6110	950.00	FIRE BLANKETS 4 LITHIUM BATTER	
	4/17/23	4/18/23		5100-6120	475.00	FIRE BLANKET 4 LITHIUM BATTERY	

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0417232136	4/17/23	4/18/23	5500-6090	314.00 CONES FOR YW SITE
	4/17/23	4/18/23	5100-6090	297.29 RAIN GEAR FOR NEW HIRES
	4/17/23	4/18/23	5600-6110	244.09 SAFETY FIRE CAN, TONGS, GLOVES
	4/17/23	4/18/23	5100-6120	131.54 SAFETY FIRE CAN, TONGS, GLOVES
	4/17/23	4/18/23	5100-6090	88.85 SAFETY VESTS
	4/17/23	4/18/23	6600-5520	71.00 REPAIR FLAT TIRE ON BOX TRUCK
	4/17/23	4/18/23	5100-6120	47.90 SIGNS FOR ENTRANCE
	4/17/23	4/18/23	5100-8210	40.88 RECEIPT PAPER
	4/17/23	4/18/23	5500-6090	35.75 HOSE CLAMPS, NOZZLE - YW
	4/17/23	4/18/23	5000-6090	3.88 BOLT 4 TR STATN TIRE ROLL-OFF
0417233291	4/17/23	4/18/23	6600-5520	219.49 PLUMBING PARTS
	4/17/23	4/18/23	6600-6130	75.62 BANDSAW BLADES
	4/17/23	4/18/23	6600-5520	37.22 GAS HOSE FOR FORKLIFT
	4/17/23	4/18/23	6600-5520	35.95 LEAK SAVER
	4/17/23	4/18/23	6600-5840	30.00 TIRE REPAIR
	4/17/23	4/18/23	6600-5520	30.00 BRIDGEPORT HANDLE
	4/17/23	4/18/23	6600-6130	15.97 11 IN 1 FOR CHARLIE
0417233303	4/17/23	4/18/23	6600-5520	91.24 TAILLIGHT & MARKER LIGHT
	4/17/23	4/18/23	4300-6010	25.23 HOSE SPRAYER & HANDSAW
0417233309	4/17/23	4/18/23	6600-6130	249.09 DEEP WELL SOCKETS
	4/17/23	4/18/23	6600-5520	220.16 REPAIR FITTINGS 4 PUMP
	4/17/23	4/18/23	6600-6130	174.19 PNEUMATIC AIR RIVETER
	4/17/23	4/18/23	6600-5520	124.74 GREASE FITTINGS FOR MIXERS
	4/17/23	4/18/23	6600-6060	117.27 PAINT FOR WALLS & FLOOR-OFFICE
	4/17/23	4/18/23	6600-5520	114.40 A.C. PULLEY FOR LAND AP TRUCK
	4/17/23	4/18/23	6600-6060	87.92 OFFICE ADHESIVE BASEBOARD
	4/17/23	4/18/23	6600-5520	78.99 OUTDOOR CABINET 4 FOR FIRE EXT
	4/17/23	4/18/23	6600-6060	77.51 OILY RAG CAN
	4/17/23	4/18/23	6600-5520	68.86 OFFICE PAINT & SHOP TOOLS
	4/17/23	4/18/23	6600-5520	66.95 NEW STARTER SOLENOID
	4/17/23	4/18/23	6600-6060	64.98 DROP IN CONCRETE ANCHORS
	4/17/23	4/18/23	6600-5520	63.25 INSUL CLAMP
	4/17/23	4/18/23	6600-5520	58.66 IDLER PULLEYS
	4/17/23	4/18/23	6600-5520	58.28 CLUTCH HUB
	4/17/23	4/18/23	6600-5520	57.69 GREASE LINE WITH FITTINGS

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0417233309	4/17/23	4/18/23	6600-5520	50.04 3/8 STRUT CLAMP
	4/17/23	4/18/23	6600-6060	47.98 INFLATOR GAUGES
	4/17/23	4/18/23	6600-5520	32.97 COPPPER FITTINGS
	4/17/23	4/18/23	6600-5520	22.45 A.C. SEAL & EXT CORD PROTECTOR
	4/17/23	4/18/23	6600-5520	19.98 RIVETS
	4/17/23	4/18/23	6600-6130	19.29 HOLDERS 4 AIR CHISEL/SHOP TOOL
	4/17/23	4/18/23	6600-5520	11.05 BOLTS, WASHERS, PHILLIPS SET
	4/17/23	4/18/23	6600-5520	10.98 LIGHT HINGE
	4/17/23	4/18/23	6600-5520	9.99 RIVETS
	4/17/23	4/18/23	6600-6060	8.98 SCREWS FOR TRAILER GATE
	4/17/23	4/18/23	6600-5520	6.09 LOCTITE SUPER GLUE
	4/17/23	4/18/23	6600-5520	4.48 LAG BOLTS
0417233642	4/17/23	4/18/23	6000-6900	525.00 SAFETY TRAINING
0417233719	4/17/23	4/18/23	4200-6010	219.16 JANITORIAL SUPPLIES/ EQUIPMENT
	4/17/23	4/18/23	4200-6010	82.01 TOILET FLUSH VALVE - KNOWLTON
	4/17/23	4/18/23	4200-6010	21.22 JANITORIAL SUPPLIES PUMP STNS
0417233751	4/17/23	4/18/23	4200-6010	130.00 DRILL WITH CHIPPING ACTION
0417233814	4/17/23	4/18/23	6600-5520	93.03 CABLE, CLAMPS, CAULK, SPRAY PT
	4/17/23	4/18/23	6600-5520	57.53 SHACKLES AND CHAIN
	4/17/23	4/18/23	6600-5520	34.17 PARTS
	4/17/23	4/18/23	6600-5520	25.20 ADAPTER
	4/17/23	4/18/23	6600-6130	21.97 WOOD CHISEL
	4/17/23	4/18/23	6600-5520	18.17 PVC ADAPTER
	4/17/23	4/18/23	6600-5520	17.17 WHITE LITHIUM GREASE
	4/17/23	4/18/23	6600-6130	11.99 HOLE SAW
	4/17/23	4/18/23	6600-5520	7.99 3/8 VINYL TUBING
0417233908	4/17/23	4/18/23	4300-6010	96.48 TURN SIGNAL, WIPER BLADE
	4/17/23	4/18/23	4300-6010	3.99 FUSES
0417234015	4/17/23	4/18/23	6000-8000	75.00 2023 MEMBER DUES -C. REMINGTON
	4/17/23	4/18/23	6000-6070	20.04 FILE CABINET KEY SR ACCT OFFIC
0417234818	4/17/23	4/18/23	5000-8000	680.00 RAM MEMBER DUES & CONF REGIST
0417235757	4/17/23	4/18/23	6600-5840	720.00 FRONT TIRES FOR TRUCK 174
0417236357	4/17/23	4/18/23	6800-6910	44.00 TRAINING FOR LICENSE-ERJAVIC
0417236635	4/17/23	4/18/23	6000-6910	795.00 MN EMPLOYMENT LAW CONF- JUREK
	4/17/23	4/18/23	6000-6910	625.00 MN SAFETY & HEALTH CONF FEE

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0417236635	4/17/23	4/18/23	6000-6930	200.00 UWS CAREER FAIR FEE
0417236766	4/17/23	4/18/23	4300-6010	278.00 GREASE GUN
	4/17/23	4/18/23	4300-6010	83.62 JOHN DEERE SHOCKS
	4/17/23	4/18/23	4300-6010	58.52 EAR PLUGS
	4/17/23	4/18/23	4300-6010	20.67 PRODUCTS FOR LAND APP DEPT
0417237218	4/17/23	4/18/23	4200-6910	490.00 ERAILSAFE TRAINING
	4/17/23	4/18/23	7000-8000	295.00 NASSCO MEMBERSHIP DUES
	4/17/23	4/18/23	4200-6910	65.00 ERAILSAFE TRAINING
	4/17/23	4/18/23	7000-6910	47.23 OFFICE SUPPLIES
0417237588	4/17/23	4/18/23	6800-6060	169.64 CORN COB LIGHTS-GRIT GARAGE
	4/17/23	4/18/23	6800-6130	138.96 RATCHET SET, WIRE STRIPPER
	4/17/23	4/18/23	6800-6130	60.72 SCREWDRIVER SET
	4/17/23	4/18/23	6800-6060	59.00 SWITCH FOR EMERGENCY STOP
	4/17/23	4/18/23	6800-6060	38.69 OVERLOAD FOR EXHAUST FAN
	4/17/23	4/18/23	6800-6060	19.43 REACTOR DECK REPLCMNT PARTS
	4/17/23	4/18/23	6800-6130	11.94 WATER BOTTLES TO FILL BATTERIE
0417237596	4/17/23	4/18/23	4300-6910	96.96 PARTS FOR NEW GPS SYSTEM
0417237604	4/17/23	4/18/23	4300-6010	592.96 HYDRAULIC HOSE - TRAILER 4
0417237703	4/17/23	4/18/23	4000-6010	3,795.00 HEADWORKS DUMP CART
	4/17/23	4/18/23	7000-6090	644.99 WORKBENCH 4 ENGINEERING GARA
	4/17/23	4/18/23	1000-1000	235.00 INVENTORY GLOVES
	4/17/23	4/18/23	7700-6040	223.16 TUBING FOR LAB
	4/17/23	4/18/23	7700-6040	176.76 TUBING FOR LAB
	4/17/23	4/18/23	6800-8020	100.00 REG EMPLOYER ELEC LICENSE RNWI
	4/17/23	4/18/23	6000-6910	74.50 NIGP COURSE - A. WOLF
	4/17/23	4/18/23	6000-6900	21.44 6 PACK CLIPBOARDS
	4/17/23	4/18/23	1000-1000	-319.92 8 ICE CLEATS RTRNED-WRONG SIZE
0417238103	4/17/23	4/18/23	7400-6010	1,591.59 SURFACE FOR NEW EPC
	4/17/23	4/18/23	7400-6010	1,188.14 SURFACE FOR NEW LAB
	4/17/23	4/18/23	7400-6010	788.30 CABLEMETERS NETWORK CORDS
	4/17/23	4/18/23	7400-6010	424.00 LAB SIT STAND
	4/17/23	4/18/23	7400-6010	424.00 EPC SIT STAND
	4/17/23	4/18/23	7400-6010	270.24 INVENTORY STORAGE BINS
	4/17/23	4/18/23	7400-6010	228.97 SURFACE KEYBOARD & CASE-LAB
	4/17/23	4/18/23	5600-5871	193.65 CLEANSHP MAR APR DEVICE

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0417238103	4/17/23	4/18/23	7400-6010	147.62 SURFACE KEYBOARD FOR NEW EPC
	4/17/23	4/18/23	7400-6010	140.76 SPARE CABLE ORDER FOR MONITOR
	4/17/23	4/18/23	7400-6010	124.53 SURFACE CASES FOR STOCK
	4/17/23	4/18/23	5100-5871	93.81 MRC DEVICE & CC MNTHLY CHARGE
	4/17/23	4/18/23	5500-5871	93.81 YW DEVICE AND CC MNTHLY CHARG
	4/17/23	4/18/23	7400-6010	73.27 POWER BRICKS FOR SOLID WASTE
	4/17/23	4/18/23	7400-6010	69.33 SURFACE CASE FOR NEW EPC
	4/17/23	4/18/23	7400-6010	59.95 HEADSET FOR NEW EPC
	4/17/23	4/18/23	5500-5871	20.03 YW ADDITIONAL DEVICE
	4/17/23	4/18/23	5100-5871	19.00 MRC ADDITIONAL DEVICE
	4/17/23	4/18/23	7400-6010	-499.99 PRINTER RETURN CREDIT
0417238187	4/17/23	4/18/23	4200-6010	209.95 NEW BATTERY FOR PLOW TRUCK
0417238367	4/17/23	4/18/23	7000-6910	515.00 REGISTRATION - S. JUNGHARE
	4/17/23	4/18/23	4200-6910	515.00 REGISTRATION - R. WALTON
	4/17/23	4/18/23	4700-6910	515.00 REGISTRATION - R. IHRKE
	4/17/23	4/18/23	4700-6910	515.00 REGISTRATION - R. IHRKE
	4/17/23	4/18/23	7000-6910	515.00 REGISTRATION - D. MATHEWS
	4/17/23	4/18/23	4300-6910	345.00 TRAINING - T. MATTSO
	4/17/23	4/18/23	4000-6910	327.16 HOTEL - T. JASAN
	4/17/23	4/18/23	4000-6910	327.16 HOTEL - A. BUTLER
	4/17/23	4/18/23	6000-7300	281.35 FINAL EFF BLDG DESIGN LUNCH
	4/17/23	4/18/23	4000-6910	240.24 HOTEL - C. CLEMENT
	4/17/23	4/18/23	4300-6910	240.24 HOTEL - P. WILKEN
	4/17/23	4/18/23	6000-7300	205.56 CINCINNATI SITE VISIT LUNCH
	4/17/23	4/18/23	4700-6910	195.20 HOTEL - E. JOHNSON
	4/17/23	4/18/23	7000-6910	195.20 HOTEL - S. JUNGHARE
	4/17/23	4/18/23	6000-6090	147.60 SUPPLIES - H. MONSON
	4/17/23	4/18/23	4300-6910	138.51 HOTEL DEPOSIT - M. CURRAN
	4/17/23	4/18/23	4300-6910	130.00 REGISTRATION - M. CURRAN
	4/17/23	4/18/23	5700-6910	100.00 TRAINING - AJ AXTELL
	4/17/23	4/18/23	4700-6910	87.50 EPC BREAKFAST REGISTRATION
	4/17/23	4/18/23	5700-6910	87.50 EPC BREAKFAST REGISTRATION
	4/17/23	4/18/23	6000-7300	84.29 LUNCH FOR HIGH FLOW EVENT
	4/17/23	4/18/23	6000-8000	43.00 LICENSE RENEWAL - D. OLSON
	4/17/23	4/18/23	6000-8000	19.00 LICENSE RENEWAL - B. ARRO

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0417238367	4/17/23	4/18/23		6000-6070	17.55	MAILBOX FOLDERS	
	4/17/23	4/18/23		6000-6070	7.89	MAILBOX FOLDERS	
	4/17/23	4/18/23		4300-6910	2.80	REGISTRATION CC FEES - M.CURRA	
0417238808	4/17/23	4/18/23		4700-6090	584.25	2 TOUR HEADSETS & TRANSMITTER	
	4/17/23	4/18/23		5702-7030	211.00	ELEC & TABLE RENTALS HOME SHOV	
	4/17/23	4/18/23		5700-6090	209.14	LOGO WEAR FOR EPCS	
	4/17/23	4/18/23		5700-6090	194.75	2 TOUR HEADSETS & TRANSMITTER	
	4/17/23	4/18/23		4700-6090	150.00	LOGO WEAR FOR EPCS	
	4/17/23	4/18/23		5702-7030	96.00	HOME SHOW PARKING PASSES	
	4/17/23	4/18/23		5703-7030	70.00	2 CHAIRS RENTED FOR HOME SHOW	
	4/17/23	4/18/23		5700-5860	55.80	TABLE RENTAL FOR HOME SHOW	
	4/17/23	4/18/23		6000-4390	46.53	SEED START SUPPLIES - WELLNESS	
	4/17/23	4/18/23		4700-8000	35.00	CSWEA MEMBERSHIP - E. JOHNSON	
	4/17/23	4/18/23		4700-7020	29.99	FACEBOOK BOOST 4 TPO JOB POST	
	4/17/23	4/18/23		5702-6090	26.47	HOME SHOW SUPPLIES	
	4/17/23	4/18/23		4700-6090	22.84	FLUSHABLE WIPES - HOME SHOW	
	4/17/23	4/18/23		4700-5860	13.95	TABLE RENTAL FOR HOME SHOW	
	4/17/23	4/18/23		6000-6090	11.95	DISHWASH SUPPLIES B9 LOWER	
0417239677	4/17/23	4/18/23		4000-6010	438.70	BOILER STUDY MATERIAL	
71091	5/4/2023	37,614.48	948	PUBLIC EMPLOYEES RETIREMENT			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
050423HRLY	5/4/23	5/5/23		1000-2510	20,150.64	PERA CONTRIBUTION P/E 4/29/23	
	5/4/23	5/5/23		1000-2500	17,463.84	PERA W/H P/E 4/29/23	
71075	4/20/2023	35,540.28	948	PUBLIC EMPLOYEES RETIREMENT			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
042023HRLY	4/20/23	4/21/23		1000-2510	19,039.43	PERA CONTRIBUTION P/E 4/15/23	
	4/20/23	4/21/23		1000-2500	16,500.85	PERA W/H P/E 4/15/23	

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191564	5/8/2023	35,100.00	6512	WAYNE TRANSPORTS INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
3543107A	4/21/23	5/21/23	420542	4200-5570	3,250.00	16.25 HR @ 200 TRACTOR 50450	1830-1053 WATER HAUL
3543108A	4/21/23	5/21/23	420542	4200-5570	600.00	6 HR @ 200 TRACTOR 50367	1645-1945 WATER HAUL
3543109A	4/21/23	5/21/23	420542	4200-5570	2,800.00	14 HR @ 200 TRACTOR 50439	1200-0200 WATER HAUL
3543110A	4/21/23	5/21/23	420542	4200-5570	2,700.00	13.5 HR @ 200 TRACTOR 50420	0515-0645 WATER HAUL
3543111A	4/21/23	5/21/23	420542	4200-5570	1,800.00	9 HR @ 200 TRACTOR 1721	0730-1630 WATER HAUL
3543112A	4/21/23	5/21/23	420542	4200-5570	2,950.00	14.75 @ 200 TRACTOR 50367	1600-0645 WATER HAUL
3543113A	4/21/23	5/21/23	420542	4200-5570	2,650.00	13.25 HR @ 200 TRACTOR 50439	1600-0515 WATER HAUL
3543114A	4/21/23	5/21/23	420542	4200-5570	2,450.00	12.25 @ 200 TRACTOR 50367	1645-0500 WATER HAUL
3543115A	4/21/23	5/21/23	420542	4200-5570	1,900.00	9.5 HR @ 200 TRACTOR 50439	1930-0500 WATER HAUL
3543116A	4/21/23	5/21/23	420542	4200-5570	2,400.00	12 HR @ 200 TRACTOR 50367	1700-0500 WATER HAUL
3543117A	4/21/23	5/21/23	420542	4200-5570	2,400.00	12 HR @ 200 TRACTOR 50439	1700-0500 WATER HAUL
3543118A	4/21/23	5/21/23	420542	4200-5570	2,500.00	12.5 HR @ 200 TRACTOR 1504	0526-1756 WATER HAUL
3543119A	4/21/23	5/21/23	420542	4200-5570	1,900.00	9.5 HR @ 200 TRACTOR 1721	0700-1630 WATER HAUL
3543120A	4/21/23	5/21/23	420542	4200-5570	2,400.00	12 HR @ 200 TRACTOR 50420	1700-0500 WATER HAUL
3543121A	4/21/23	5/21/23	420542	4200-5570	2,400.00	12 HR @ 200 TRACTOR 50439	1700-0500 WATER HAUL
191589	5/11/2023	34,113.78	2651	SEH ENGINEERS ARCHITECTS INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
4442883469	4/11/23	5/11/23	201475	1000-1300-3469	34,113.78	PROFESSIONAL CONSTRUCTION ENGR	CARLTON PS CONSTR. ENGR.
191515	5/3/2023	33,789.63	1319	HAWKINS, INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
64525883491	4/19/23	5/19/23	201549	1000-1300-3491	1,773.59	330 GALLON TOTE TO BE REFILLED	35% FERRIC CHLORIDE TOTE
6455297	4/25/23	5/25/23	900995	1000-1020	10,923.80	SODIUM HYPOCHLORITE-12%	
6457311	4/27/23	5/27/23	900995	1000-1020	10,835.45	1319HAWKINS, INC.	
6458156	4/20/23	5/20/23	900995	1000-1020	10,256.80	SODIUM HYPOCHLORITE-12%	
191456	4/21/2023	31,600.83	1319	HAWKINS, INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
6443947	4/12/23	5/12/23	900995	1000-1020	10,588.09	SODIUM HYPOCHLORITE-12%	
6445050	4/13/23	5/13/23	900995	1000-1020	10,376.06	1319HAWKINS, INC.	
6446017	4/14/23	5/14/23	900995	1000-1020	10,636.68	1319HAWKINS, INC.	

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191457	4/21/2023	24,946.95	6634	HR GREEN INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
1617303440	4/10/23	4/27/23	201498	1000-1300-3440	24,946.95	ADD \$245400 TO PO 201-447-0-CA	CLOQ REHAB PROF SRV CONSTRUCTI
191454	4/21/2023	23,961.29	4673	FLUID INTERIORS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
845223468	4/14/23	4/29/23	201525	1000-1300-3468	23,961.29	LAB LEAD OFFICE IN B9 AND MAIN	WORK STATION UPGRADES
191565	5/8/2023	22,986.17	5263	YOKOGAWA CORP. OF AMERICA			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
701087138134	4/21/23	5/21/23	201513	1000-1300-3492	17,982.60	24 IN. GEN PURPOSE	MAGNETIC FLOW TUBE
	4/21/23	5/21/23	201513	1000-1300-3492	5,003.57	24 IN. GEN PURPOSE	MAGNETIC FLOW TUBE
191438	4/20/2023	22,061.91	5261	OVIVO USA, LLC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
8484930	3/29/23	4/28/23	661697	6600-5820	22,061.91	SHEAR PIN SPROCKET ASSY #BAP16	N14321
191573	5/11/2023	21,908.90	1319	HAWKINS, INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
6438533	4/4/23	5/4/23	900995	1000-1020	10,989.52	1319HAWKINS, INC.	
6460190	5/1/23	5/31/23	900995	1000-1020	10,919.38	SODIUM HYPOCHLORITE-12%	
71082	4/28/2023	21,380.75	5174	MN DEPT OF EMPLOYMENT AND			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
033123MNUI	4/10/23	4/30/23		4000-4350	11,141.00	UNEMPLOYMENT 1ST QTR 2023	
	4/10/23	4/30/23		5500-4350	5,173.00	UNEMPLOYMENT 1ST QTR 2023	
	4/10/23	4/30/23		5100-4350	3,336.31	UNEMPLOYMENT 1ST QTR 2023	
	4/10/23	4/30/23		6000-4350	1,153.68	UNEMPLOYMENT 1ST QTR 2023	
	4/10/23	4/30/23		7400-4350	576.76	UNEMPLOYMENT 1ST QTR 2023	
13877	4/21/2023	21,079.72	296	CITY OF DULUTH COMFORT SYSTEMS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
0406230250	4/6/23	4/7/23		4200-5241	59.29	STORM BILL - MARCH	
0410232283	4/10/23	4/11/23		6700-4820	21,020.43	GAS BILL - MARCH	

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191445	4/20/2023	21,014.23	2651	SEH ENGINEERS ARCHITECTS INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
4434363469	3/13/23	4/12/23	201475	1000-1300-3469	21,014.23	PROFESSIONAL CONSTRUCTION EN	CARLTON PS CONSTR. ENGR.
13875	4/21/2023	19,697.90	6825	BOLTON AND MENK INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
3090853493	3/24/23	3/25/23	201532	1000-1300-3493	19,697.90	PROFESSIONAL SERVICES FOR INSF	CLARIFIER 2 EMERGENCY REPAIR PS
71083	4/28/2023	18,149.02	1392	UNITED STATES TREASURY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023SAL	4/30/23	5/1/23		1000-2400	7,326.84	FED W/H P/E 4/30/23	
	4/30/23	5/1/23		1000-2440	4,385.45	FICA W/H P/E 4/30/23	
	4/30/23	5/1/23		1000-2450	4,385.45	FICA CONTRIBUTION P/E 4/30/23	
	4/30/23	5/1/23		1000-2470	1,025.64	MEDICARE CONTRIB P/E 4/30/23	
	4/30/23	5/1/23		1000-2460	1,025.64	MEDICARE W/H P/E 4/30/23	
55239	4/28/2023	17,020.00	395	FRYBERGER BUCHANAN			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
042523	4/25/23	4/26/23		8900-9400	7,540.00	PFA LOAN SERVICES	
042523A	4/25/23	4/26/23		8900-9400	4,640.00	PFA LOAN SERVICES	
042523B	4/25/23	4/26/23		8900-9400	4,840.00	PFA LOAN SERVICES	
191501	5/3/2023	15,950.80	5158	BENSON ELECTRIC COMPANY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
E6967063406	4/18/23	4/28/23	201457	1000-1300-3406	15,950.80	CO3 FOR PA - ADD AS AN ADDITIO	CO3 FOR PA PROJECT
55257	5/12/2023	14,212.50	395	FRYBERGER BUCHANAN			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023	4/30/23	5/1/23		6000-6700	14,212.50	LEGAL BILL - APRIL	

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13894	5/5/2023	12,823.88	296	CITY OF DULUTH COMFORT SYSTEMS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
0419232060	4/19/23	4/20/23		4200-5240	29.59	H2O, SEWER, CLEANWTR BILL -APR	
0419232065	4/19/23	4/20/23		4200-5240	352.77	WATER BILL - APRIL	
	4/19/23	4/20/23		4200-5241	1.95	STORM BILL - APRIL	
0424230020	4/24/23	4/25/23		6700-5240	10,456.37	WATER BILL - APRIL	
	4/24/23	4/25/23		6700-5241	3.89	STORM BILL - APRIL	
0424230024	4/24/23	4/25/23		6700-5241	218.29	STORM BILL - APRIL	
	4/24/23	4/25/23		6700-5240	10.89	WATER BILL - APRIL	
0424230025	4/24/23	4/25/23		6700-5240	389.40	WATER BILL - APRIL	
0424230026	4/24/23	4/25/23		6700-5240	6.27	WATER BILL - APRIL	
0424230027	4/24/23	4/25/23		5500-5240	163.35	WATER BILL - APRIL	
0424230028	4/24/23	4/25/23		6700-5240	109.48	WATER BILL - APRIL	
0424230029	4/24/23	4/25/23		5600-4820	815.31	GAS BILL - APRIL	
0424230030	4/24/23	4/25/23		6700-4820	46.00	GAS BILL - APRIL	
0424230031	4/24/23	4/25/23		6700-5240	87.71	WATER BILL - APRIL	
0424230035	4/24/23	4/25/23		6700-5240	103.02	WATER BILL - APRIL	
0424230098	4/24/23	4/25/23		5500-5240	29.59	H2O, SEWER, CLEANWTR BILL -APR	
191541	5/8/2023	12,772.42	6849	ACTION BATTERY WHOLESALEERS INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
65679IN3484	4/19/23	5/19/23	201544	1000-1300-3484	11,892.00	WO 120265	ENERSYS XE16 BATTERY SYSTEM
	4/19/23	5/19/23	201544	1000-1300-3484	880.42	WO 120265	ENERSYS XE16 BATTERY SYSTEM
71072	4/20/2023	12,678.80	2688	DELTA DENTAL PLAN OF MINNESOTA			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
CNS000121851	3/31/23	4/10/23		1000-2640	916.30	DENTAL SUBSCRIBERS -MARCH	
cns0001220513	3/31/23	4/10/23		1000-2640	11,762.50	DENTAL CLAIMS -MARCH	
191546	5/8/2023	12,676.14	6508	CORE BTS INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
INV1171348	4/27/23	5/22/23	740473	1000-1160	12,676.14	L-ASA5525-TAMC-1Y FIREPOWER, I	CISCO ASA FIREPOWER

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191531	5/3/2023	11,170.00	922	FERGUSON ENTERPRISES LLC #1657			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
9964222	4/12/23	5/12/23	104228	1000-2020	5,585.00	MECH SEAL, 193859 CHESTERTON	71070393
9992825	4/12/23	5/12/23	104207	1000-2020	5,585.00	MECH SEAL, 193859 CHESTERTON	71070393
71090	5/4/2023	10,885.75	216	COMMISSIONER OF REVENUE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
050423HRLY	5/4/23	5/5/23		1000-2410	10,885.75	DEDUCTIONS P/E 4/29/23	
191593	5/11/2023	10,850.00	1034	VESSCO INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
90825	4/24/23	5/24/23	103924	1000-2020	10,850.00	FLASH MIXER, GAS MASTRRR 10HP	54050004
191425	4/20/2023	10,707.35	1319	HAWKINS, INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
6440190	4/6/23	5/6/23	900995	1000-1020	10,707.35	1319HAWKINS, INC.	
191473	4/27/2023	10,610.18	1319	HAWKINS, INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
6451256	4/19/23	5/19/23	900995	1000-1020	10,610.18	SODIUM HYPOCHLORITE-12%	
71085	4/28/2023	10,211.08	948	PUBLIC EMPLOYEES RETIREMENT			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023SAL	4/30/23	5/1/23		1000-2510	5,470.22	PERA CONTRIBUTION P/E 4/30/23	
	4/30/23	5/1/23		1000-2500	4,740.86	PERA W/H P/E 4/30/23	
71074	4/20/2023	10,165.73	216	COMMISSIONER OF REVENUE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
042023HRLY	4/20/23	4/21/23		1000-2410	10,165.73	DEDUCTIONS P/E 4/15/23	
71092	5/4/2023	9,077.63	5996	MSRS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
050423HRLY	5/4/23	5/5/23		1000-2660	9,077.63	DEFERRED COMP P/E 4/29/23	
71076	4/20/2023	8,971.62	5996	MSRS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
042023HRLY	4/20/23	4/21/23		1000-2660	8,971.62	DEFERRED COMP P/E 4/15/23	

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191524	5/3/2023	8,508.38	6664	MILLER MECHANICAL SPECIALTIES			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
3043746	4/12/23	5/12/23	104212	1000-2020	7,970.29	BANK ASSY, 8" VAREC ALUM/316SS	20130001
	4/12/23	5/12/23	104212	1000-1005	351.65	BANK ASSY, 8" VAREC ALUM/316SS	20130001
	4/12/23	5/12/23	104212	1000-1005	186.44	BANK ASSY, 8" VAREC ALUM/316SS	20130001
191453	4/21/2023	8,175.56	4560	CENTURYLINK			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
636573851	4/12/23	5/2/23		4200-5210	8,175.56	MPLS	
13901	5/12/2023	8,084.57	6278	CLIFTONLARSONALLEN, LLP			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
3678279	4/26/23	4/27/23	601348	6000-6750	8,084.57	ANNUAL AUDIT SERVICES FOR 2022	AUDIT SERVICES
191472	4/27/2023	8,045.49	482	HAWKINS, INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
6454865	4/24/23	5/24/23	900953	1000-1020	8,045.49	FERRIC CHLORIDE	
191455	4/21/2023	8,038.82	482	HAWKINS, INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
6442601	4/10/23	5/10/23	900953	1000-1020	8,038.82	FERRIC CHLORIDE	
191562	5/8/2023	7,870.07	1034	VESSCO INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
90758	4/19/23	5/19/23	104004	1000-2020	7,725.00	BUTTERFLY VALVE, 18" DEZURIK	61250038
	4/19/23	5/19/23	104004	1000-1005	145.07	BUTTERFLY VALVE, 18" DEZURIK	61250038
191510	5/3/2023	7,731.00	411	GENERAL CLEANING CORPORATION			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
36355	4/27/23	5/7/23	900848	6000-4520	3,743.00	BUILDING 9	
	4/27/23	5/7/23	900848	4000-4520	2,718.00	BUILDING 8	
	4/27/23	5/7/23	900848	5600-4520	398.00	HOUSEHOLD HAZARDOUS WASTE	
	4/27/23	5/7/23	900848	5000-4520	360.00	TRANSFER STATION	
	4/27/23	5/7/23	900848	5100-4520	339.00	MATERIALS RECOVERY CENTER	
	4/27/23	5/7/23	900848	4300-5860	173.00	CARLTON BIOSOLIDS STORAGE	

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191416	4/20/2023	7,500.00	6854	DULUTH NORTH SHORE SAN DIST			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
040723WWGRA	4/7/23	4/20/23		7000-8600	7,500.00	WW SERVICES GRANT	
191415	4/20/2023	7,329.51	4797	CORE ADVANTAGE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
40566	3/31/23	4/30/23	900964	5100-5704	7,329.51	FROZEN BOX (HAULING/THAWING)	
191437	4/20/2023	6,675.74	1606	NUSS TRUCK & EQUIPMENT			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
651795	3/30/23	4/29/23	661821	6600-5840	3,396.68	CONTRACTOR WORK ORDERS	8 CONTRACTOR
652138	3/31/23	4/30/23	661825	6600-5840	3,279.06	CONTRACTOR WORK ORDERS	8 CONTRACTOR
55250	4/28/2023	6,416.24	2017	WASTE MANAGEMENT OF WI-MN			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
10208428085	4/4/23	5/4/23	900986	5702-5818	6,416.24	CANOSIA RECYCLING SERVICES	
13899	5/12/2023	6,372.00	6825	BOLTON AND MENK INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
3108553493	4/25/23	4/26/23	201532	1000-1300-3493	6,372.00	ADDENDUM 1 FOR PROFESSIONAL S	PS ADD1 CLARIFIER EMERGENCY REF
191411	4/20/2023	6,023.49	6733	BURNS & MCDONNELL ENGINEERING			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
133022122576	3/31/23	4/30/23	201345	1000-1300-2576	6,023.49	FACILITATION AND DEVELOPMENT C	REGIONAL SOLID WASTE PLAN

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13898	5/5/2023	5,951.74	1978	HARTEL'S DISPOSAL			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
827001	4/25/23	5/15/23	900984	5703-5860	369.00	CHESTER CREEK DROP SITE SVCS	
827049	4/25/23	5/15/23	900963	5100-5790	2,650.00	20 YD. CARDBOARD ROLL OFF	
827209	4/25/23	5/15/23	900970	6000-5860	244.25	BUILDING 8	
827210	4/25/23	5/15/23	900970	6000-5860	348.75	BUILDING 9	
827211	4/25/23	5/15/23	900970	6000-5860	144.25	BUILDING 10	
827212	4/25/23	5/15/23	900970	6000-5860	686.52	HHW	
827213	4/25/23	5/15/23	900970	6000-5860	497.01	YARD WASTE SITE	
827214	4/25/23	5/15/23	900970	6000-5860	182.63	MRC	
827215	4/25/23	5/15/23	900970	6000-5860	206.93	SCANLON PUMP STATION	
827360	4/25/23	5/15/23	900629	6000-5860	220.00	20 YARD SCRAP METAL BIN	
	4/25/23	5/15/23	900629	6000-5860	37.40	20 YARD SCRAP METAL BIN	
827361	4/25/23	5/15/23	900971	6000-5860	365.00	20 YARD PALLET DUMPSTER	
71086	4/28/2023	5,262.00	5996	MSRS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023SAL	4/30/23	5/1/23		1000-2660	5,262.00	DEFERRED COMP P/E 4/30/23	
13874	4/21/2023	4,990.00	6410	AUTO-OWNERS INSURANCE COMPANY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
0317236776	3/17/23	4/16/23	601372	1000-1150	1,616.00	POLICY NO 3002066776	ONEOTA FLOOD INSURANCE
0319230868	3/19/23	4/18/23	601372	1000-1150	1,124.00	POLICY NO 3002250868	JAY COOKE FLOOD INSURANCE
0319236781	3/19/23	4/18/23	601372	1000-1150	1,125.00	POLICY NO 3002066781	RIDGEVIEW PS FLOOD INSURANCE
0319236789	3/19/23	4/18/23	601372	1000-1150	1,125.00	POLICY NO 3002066789	KNOWLTON PS FLOOD INSURANCE
191458	4/21/2023	4,521.00	1935	MIDWAY SEWER SERVICE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
110446	4/12/23	4/13/23	420535	4200-5570	3,186.00	5489 MILLER TRUNK	PUMP SERVICE 24500 GAL
110447	4/11/23	4/12/23	420535	4200-5570	1,335.00	MILLER TRUNK AND RIDGEVIEW	PUMP SERVICE 10000 GAL
71080	4/26/2023	4,505.25	190	AFSCME COUNCIL 5			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023DUES	4/30/23	5/1/23		1000-2770	4,505.25	UNION DUES-APRIL	

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191467	4/27/2023	4,500.00	6453	FAEGRE DRINKER BIDDLE & REATH			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
21368326	4/18/23	4/19/23	601354	6000-7000	4,500.00	LOBBYING SERVICES 2023	
191514	5/3/2023	4,322.24	482	HAWKINS, INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
6458887	4/28/23	5/28/23	401076	1000-1020	2,881.49	330 GALLON TOTE OF SODIUM BISU	1 TOTE OF SODIUM BISULFITE
6458891	4/28/23	5/28/23	401077	1000-1020	1,440.75	330 GALLON TOTE OF SODIUM BISU	1 TOTE OF SODIUM BISULFITE
191502	5/3/2023	4,200.00	6513	BRENT'S SEPTIC SERVICE LLC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
17018	4/14/23	5/14/23	420536	4200-5570	4,200.00	26500 GAL 4.11.23	EMERGENCY PUMP SERVICE
191422	4/20/2023	4,160.00	424	GOODWILL INDUSTRIES			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
SINV01219	3/31/23	4/30/23	900966	5100-5812	4,160.00	MATTRESS/BOXSPRING RECYCLING	
191556	5/8/2023	4,050.33	6682	PETROLEUM TRADERS CORPORATION			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
1877002	4/21/23	5/21/23	900965	1000-1010	2,197.95	GASOLINE-MAIN PLANT	
1878107	4/19/23	5/19/23	900965	1000-1010	1,852.38	DIESEL FUEL-MAIN PLANT	
191548	5/8/2023	3,847.50	1501	JEFF FOSTER HEAVY HAUL			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
520191A	4/21/23	5/21/23	420544	4200-5570	1,417.50	194 - 53 10.5HR	EMERGENCY PUMP SERVICE
520277A	4/21/23	5/21/23	420545	4200-5570	1,215.00	194 - 53 9HR	EMERGENCY PUMP SERVICE
520278A	4/21/23	5/21/23	420546	4200-5570	1,215.00	9HR	EMERGENCY PUMP SERVICE
191483	4/27/2023	3,817.23	902	PFC EQUIPMENT			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
410389	4/17/23	5/17/23	104227	1000-2020	3,660.03	STATOR, MOYNO EZSTRIP NITRILE	65110019
	4/17/23	5/17/23	104227	1000-1005	157.20	STATOR, MOYNO EZSTRIP NITRILE	65110019
191518	5/3/2023	3,800.00	557	JAMAR COMPANY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
2535213496	4/18/23	4/19/23	201537	1000-1300-3496	3,800.00	CONTRACTOR SERVICE	BUILDING 25 AH MODS

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191463	4/27/2023	3,512.98	6543	BIOSPARK CLEAN ENERGY LLC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
221231	2/21/23	2/22/23	104146	1000-2020	3,271.36	GAS FILTER, BIOSPARK 3MIC COAL	35110005
	2/21/23	2/22/23	104146	1000-1005	241.62	GAS FILTER, BIOSPARK 3MIC COAL	35110005
191471	4/27/2023	3,373.04	449	HACH COMPANY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
13531092	4/5/23	5/5/23	104225	1000-2020	3,245.00	COLORIMETRIC CHLORINE ANALYZE	30380052
	4/5/23	5/5/23	104225	1000-1005	128.04	COLORIMETRIC CHLORINE ANALYZE	30380052
191506	5/3/2023	3,372.36	320	DUNCAN CO			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
3115610	4/13/23	5/13/23	661822	6600-5520	3,206.00	NIBCO 4 F918BLW 4" CL125 CI BO	N14439
	4/13/23	5/13/23	661822	6600-5520	166.36	NIBCO 4 F918BLW 4" CL125 CI BO	N14439
71084	4/28/2023	3,157.26	216	COMMISSIONER OF REVENUE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023SAL	4/30/23	5/1/23		1000-2410	3,157.26	DEDUCTIONS P/E 4/30/23	
191500	4/27/2023	3,034.08	1494	XYLEM WATER SOLUTIONS USA, INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
3556C68869	4/6/23	5/6/23	104173	1000-2020	3,021.00	CENTER BEARING ASSY, LEOPOLD	15070041
	4/6/23	5/6/23	104173	1000-1005	13.08	CENTER BEARING ASSY, LEOPOLD	15070041
191424	4/20/2023	2,886.62	449	HACH COMPANY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
13522906	3/31/23	4/30/23	771334	7700-6040	333.40	TNTPLUS 832, 25CT	TNT832
	3/31/23	4/30/23	771334	7700-6040	50.22	TNTPLUS 832, 25CT	TNT832
13523989	4/3/23	5/3/23	680528	6800-5800	1,251.50	CONTRACTOR WORK ORDERS	8 CONTRACTOR
13523991	4/3/23	5/3/23	680528	6800-5800	1,251.50	CONTRACTOR WORK ORDERS	8 CONTRACTOR
71093	5/4/2023	2,867.33	6586	WLSSD CAFETERIA PLAN - US BANK			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
050423HRLY	5/4/23	5/5/23		1000-0370	2,867.33	SECTION 125 P/E 4/29/23	

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191513	5/3/2023	2,862.01	449	HACH COMPANY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
13540098	4/12/23	5/12/23	104243	1000-2020	2,283.97	TOTAL CHLORINE REAGENT SET,	22190005
	4/12/23	5/12/23	104243	1000-1005	128.04	TOTAL CHLORINE REAGENT SET,	22190005
13541876	4/13/23	5/13/23	104243	1000-2020	450.00	TOTAL CHLORINE REAGENT SET/KIT	22190008
191412	4/20/2023	2,845.60	4560	CENTURYLINK			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
636526879	4/12/23	5/2/23		4200-5210	847.30	MPLS	
636530833	4/12/23	5/2/23		7400-5210	1,998.30	INTERNET	
191449	4/20/2023	2,815.00	4009	VIELE CONTRACTING INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
12333	4/13/23	4/14/23	900845	5100-5808	2,485.00	FRONT END LOADER MRC	
12341	4/13/23	4/14/23	900845	5600-5808	330.00	PICK-UP TRUCK W/ PLOW	
71077	4/20/2023	2,804.83	6586	WLSSD CAFETERIA PLAN - US BANK			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
042023HRLY	4/20/23	4/21/23		1000-0370	2,804.83	SECTION 125 P/E 4/15/23	
191520	5/3/2023	2,800.00	6297	KORTERRA, INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
23512	4/15/23	5/15/23	601356	1000-1160	2,800.00	4/15/2023 - 4/14/2024	MOBILE KORWEB SERVICE FEE
191509	5/3/2023	2,733.75	1501	JEFF FOSTER HEAVY HAUL			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
520032A	4/14/23	5/14/23	420537	4200-5570	607.50	194 AND HWY 53	EMERGENCY PUMP SERVICE
520045A	4/14/23	5/14/23	420538	4200-5570	776.25	6000	EMERGENCY PUMP SERVICE
520077A	4/14/23	5/14/23	420539	4200-5570	1,350.00	194-53	EMERGENCY PUMP SERVICE
191582	5/11/2023	2,682.49	1377	MINNESOTA LIFE INSURANCE CO			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
675440	5/1/23	5/2/23		1000-2690	2,612.04	LIFE INSURANCE-MAY	
	5/1/23	5/2/23		1000-2740	70.45	COBRA LIFE-MAY	

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191594	5/11/2023	2,310.00	6763				
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
050823	5/8/23	5/8/23		6000-6950	2,310.00	TUITION REIMBURSEMENT	
191516	5/3/2023	2,296.00	541	INDUSTRIAL WELDORS & MACHINIST			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
23624	4/14/23	5/14/23	661850	6600-5820	2,296.00	CONTRACTOR WORK ORDERS	8 CONTRACTOR
191410	4/20/2023	2,268.59	6819	BELL BANK EQUIPMENT FINANCE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
73340	4/10/23	4/25/23	900961	5500-7210	2,268.59	ORGANICS LOADER	
191537	5/3/2023	2,100.00	6858	STEVE'S SEPTIC PUMPING SERVICE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
041323	4/13/23	5/13/23	420541	4200-5570	2,100.00	350/HR X 6	EMERGENCY SEPTIC PUMPING
191440	4/20/2023	2,089.80	6729	PARAGON DEVELOPMENT SYSTEMS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
15165997	3/31/23	4/30/23	740470	1000-1160	2,089.80	ADVANTAGE RENEWAL OMNICAST E	ADVANTAGE RENEWAL OMNICAST

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13873	4/21/2023	2,043.11	3471	AT&T MOBILITY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
838460067X04:	4/6/23	4/26/23		4300-5200	260.37	PHONE BILL - MARCH	
	4/6/23	4/26/23		7400-5200	258.11	PHONE BILL - MARCH	
	4/6/23	4/26/23		4200-5210	252.11	PHONE BILL - MARCH	
	4/6/23	4/26/23		4200-5200	217.61	PHONE BILL - MARCH	
	4/6/23	4/26/23		7000-5200	172.24	PHONE BILL - MARCH	
	4/6/23	4/26/23		6800-5200	161.43	PHONE BILL - MARCH	
	4/6/23	4/26/23		5100-5200	134.92	PHONE BILL - MARCH	
	4/6/23	4/26/23		5500-5871	128.55	PHONE BILL - MARCH	
	4/6/23	4/26/23		4000-5200	109.83	PHONE BILL - MARCH	
	4/6/23	4/26/23		6600-5200	98.23	PHONE BILL - MARCH	
	4/6/23	4/26/23		7700-5200	46.02	PHONE BILL - MARCH	
	4/6/23	4/26/23		6000-5200	41.97	PHONE BILL - MARCH	
	4/6/23	4/26/23		7000-5210	37.98	PHONE BILL - MARCH	
	4/6/23	4/26/23		5100-5871	36.67	PHONE BILL - MARCH	
	4/6/23	4/26/23		7400-5210	28.33	PHONE BILL - MARCH	
	4/6/23	4/26/23		5500-5200	27.32	PHONE BILL - MARCH	
	4/6/23	4/26/23		5600-5200	18.74	PHONE BILL - MARCH	
	4/6/23	4/26/23		6700-5200	12.68	PHONE BILL - MARCH	
191569	5/11/2023	2,040.49	6648	DEERE CREDIT, INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
2775803	5/2/23	5/22/23	900765	5100-7210	1,687.05	ORGANICS LOADER - MOVED TO MR	
	5/2/23	5/22/23	900765	6600-5840	353.44	ORGANICS LOADER	
12549	5/1/2023	2,000.00	5841	NORTHLAND VEBA TRUST			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
050123VEBA	5/1/23	5/1/23		4700-4240	2,000.00	VEBA CONTRIBUTION	
191427	4/20/2023	1,942.69	4708	INFOR (US), INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
21024414US0A	3/6/23	5/1/23	601374	1000-1160	1,942.69	MF COBOL SERVER/BSI	COBOL / BSI LAWSON INTERFACE

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191528	5/3/2023	1,916.16	6682	PETROLEUM TRADERS CORPORATION			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
1875822	4/12/23	5/12/23	900965	1000-1010	1,916.16	DIESEL FUEL-MAIN PLANT	
191584	5/11/2023	1,834.59	752	MN POLLUTION CONTROL AGENCY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
10000171670	4/25/23	5/25/23		7700-8020	1,834.59	AQ ANNUAL PERMIT FEE	
13878	4/21/2023	1,798.00	6121	ESSENTIA HEALTH			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
0402236639	4/2/23	4/3/23		6000-6930	1,798.00	EMPLOYEE APPOINTMENTS	
191491	4/27/2023	1,788.74	2651	SEH ENGINEERS ARCHITECTS INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
443742	4/6/23	5/6/23	740458	7400-7810	1,282.82	MIS SUPPORT FOR 2023	SEH 2023 PROGRAM SUPPORT
443745	4/6/23	5/6/23	680526	6800-6910	505.92	PLC AND SCADA CROSS TRAINING	PLC AND SCADA TRAINING
191561	5/8/2023	1,774.88	6534	TREATMENT RESOURCES INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
2023785A	4/18/23	5/18/23	661813	6600-5520	1,750.00	ALFA/LAVAL POLYMER PUMP REPAIR	N14379
	4/18/23	5/18/23	661813	6600-5520	24.88	ALFA/LAVAL POLYMER PUMP REPAIR	N14379
55235	4/21/2023	1,761.36	4389	METRO SALES INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
INV2266522	4/14/23	4/15/23	900838	6000-8210	1,629.71	3RD FLOOR B8 S/N: 3120R201569	
	4/14/23	4/15/23	900838	5600-8210	45.22	HHW S/N: 3370P3006	
	4/14/23	4/15/23	900838	4200-6010	44.84	SCANLON S/N: 3370P300626	
	4/14/23	4/15/23	900838	5100-5860	41.59	MRC S/N: 3370P300625	
71087	4/28/2023	1,672.14	6586	WLSSD CAFETERIA PLAN - US BANK			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023SAL	4/30/23	5/1/23		1000-0370	1,672.14	SECTION 125 P/E 4/30/23	

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13876	4/21/2023	1,671.05	194	CITY OF CLOQUET			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
0410230200	4/10/23	5/5/23		4200-5240	1,519.05	H2O, SEWER, CLEANWTR BILL -MAR	
0410239085	4/10/23	5/5/23		4200-5240	152.00	H2O, SEWER, CLEANWTR BILL -MAR	
191540	5/3/2023	1,658.93	3940	VEOLIA ES TECHNICAL SOLUTIONS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
EW1671027	4/12/23	5/12/23	900998	5600-5814	1,566.13	BULB RECYCLING	
	4/12/23	5/12/23	900998	5600-6090	92.80	LAMP BOXES AND FIBER DRUMS	
191441	4/20/2023	1,633.46	6682	PETROLEUM TRADERS CORPORATION			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
1871953	3/29/23	4/28/23	900965	1000-1010	1,633.46	DIESEL FUEL-MAIN PLANT	
191476	4/27/2023	1,617.89	4166	MADISON NATIONAL LIFE INS CO.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
1556481	4/18/23	4/19/23		1000-2700	1,617.89	LTD - MAY	
191482	4/27/2023	1,552.59	6682	PETROLEUM TRADERS CORPORATION			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
1873994	4/5/23	5/5/23	900965	1000-1010	1,552.59	DIESEL FUEL-MAIN PLANT	
191530	5/3/2023	1,546.64	5491	POMP'S TIRE SERVICE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
530123454	4/25/23	5/10/23	900999	4300-5860	1,546.64	LAND APP. TIRE REPAIRS	
191512	5/3/2023	1,489.74	1352	GRAYBAR ELECTRIC CO, INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
9331604999	4/7/23	5/7/23	104157	1000-2020	292.53	STROBE LIGHT, GREEN FED SIGNAL	13110046
	4/7/23	5/7/23	104157	1000-1005	120.01	STROBE LIGHT, GREEN FED SIGNAL	13110046
	4/7/23	5/7/23	104157	1000-1005	11.13	STROBE LIGHT, GREEN FED SIGNAL	13110046
9331736901891	4/17/23	5/17/23	201559	1000-1260-8914	614.04	DUPLEX LC-LC SINGLEMODE 3M	DUPLEX LC-LC SINGLEMODE
9331905886	4/27/23	5/27/23	104262	1000-2020	452.03	LIGHT FIXTURE, 50W LED LIN 4'	30180058

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191572	5/11/2023	1,455.30	482	HAWKINS, INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
6452587	4/19/23	5/19/23	401074	1000-1020	1,455.30	330 GALLON TOTE OF SODIUM BISU	1 TOTE OF SODIUM BISULFITE
191407	4/20/2023	1,397.00	6584	A-1 DISPOSAL			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
5089374	3/31/23	4/30/23	900985	5702-5818	147.00	CANOSIA FILM RECYCLING	
5089378	3/31/23	4/30/23	900985	5702-5818	130.00	DULUTH PLASTIC FILM RECYCLING	
5089382	3/31/23	4/30/23	900985	5702-5818	129.00	FREDENBERG PLASTIC FILM RECYCL	
5089384	3/31/23	4/30/23	900985	5702-5818	147.00	GRAND LAKE PLASTIC FILM RECYCL	
5089387	3/31/23	4/30/23	900985	5702-5818	112.00	LAKEWOOD PLASTIC FILM RECYCLIN	
5089390	3/31/23	4/30/23	900985	5702-5818	94.00	MIDWAY PLASTIC FILM RECYCLING	
5089392	3/31/23	4/30/23	900987	5702-5860	113.00	GAYLORD OF FILM PLASTIC MRC	
5089393	3/31/23	4/30/23	900985	5702-5818	120.00	NORTH STAR PLASTIC FILM RECYCL	
5089396	3/31/23	4/30/23	900985	5702-5818	147.00	RICE LAKE PLASTIC FILM RECYCLI	
5089397	3/31/23	4/30/23	900985	5702-5818	147.00	SOLWAY PLASTIC FILM RECYCLING	
5089402	3/31/23	4/30/23	900987	5702-5860	111.00	ROLL CART FILM PLASTIC WLSSD	
191484	4/27/2023	1,355.42	5491	POMP'S TIRE SERVICE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
530123222	4/12/23	5/10/23	900999	4300-5860	1,276.42	LAND APP. TIRE REPAIRS	
530123445	4/24/23	5/10/23	900999	4300-5860	79.00	LAND APP. TIRE REPAIRS	
191517	5/3/2023	1,350.00	6726	INVOLTA			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
INV56040	4/15/23	5/15/23	900907	7400-7810	1,350.00	MONTHLY SECURITY MONITORING	
191549	5/8/2023	1,312.50	1501	JEFF FOSTER AGGREGATE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
520254A	4/18/23	5/18/23	420540	4200-5570	1,312.50	10.5 HRS @ \$125	EMERGENCY PUMPING SERVICES

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55237	4/28/2023	1,291.27	821	AIRGAS NORTH CENTRAL			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
9136802639	4/7/23	4/8/23	104240	1000-2020	20.92	GLOVES, WELDER LARGE 14" BROW	69040006
	4/7/23	4/8/23	104240	1000-1005	8.95	GLOVES, WELDER LARGE 14" BROW	69040006
9136817532	4/11/23	4/12/23	680537	6800-6110	633.15	INDUSTRIAL SCIENTIFIC O2 SENSO	N10537 VENTIS MX4 O2 SENSOR
	4/11/23	4/12/23	680537	6800-6110	14.95	INDUSTRIAL SCIENTIFIC O2 SENSO	N10537 VENTIS MX4 O2 SENSOR
9136986529	4/12/23	4/13/23	104223	1000-2020	578.30	CALIBRATION GAS, CHLORINE 10PP	22180035
	4/12/23	4/13/23	104223	1000-1005	35.00	CALIBRATION GAS, CHLORINE 10PP	22180035
191553	5/8/2023	1,175.00	3321	METROPOLITAN COUNCIL			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
1155961	4/19/23	5/19/23		7700-8020	1,175.00	INDUSTRIAL CHARGE PERMIT FEES	
55245	4/28/2023	1,163.75	1012	NORTHSTAR FORD			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
63768721	4/12/23	4/13/23	661837	6600-5840	711.00	CONTRACTOR WORK ORDERS	8 CONTRACTOR
63772351	4/12/23	4/13/23	661841	6600-5840	64.95	CONTRACTOR WORK ORDERS	8 CONTRACTOR
63775761	4/18/23	4/19/23	661860	6600-5840	387.80	CONTRACTOR WORK ORDERS	8 CONTRACTOR
191466	4/27/2023	1,157.00	6782	EUROFINS ENVIRONMENT TESTING			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
3100120544	4/10/23	5/10/23	771306	7700-7820	1,157.00	SAFE DISPOSAL FEES	
191507	5/3/2023	1,147.00	6782	EUROFINS ENVIRONMENT TESTING			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
3100120643	4/12/23	5/12/23	771306	7700-7820	1,147.00	SAFE DISPOSAL FEES	
55258	5/12/2023	1,144.29	422	W W GOETSCH ASSOC INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
110232	5/1/23	5/2/23	104202	1000-2020	1,132.00	SHAFT SLEEVE, T40D14B-9630-F	27370042
	5/1/23	5/2/23	104202	1000-1005	12.29	SHAFT SLEEVE, T40D14B-9630-F	27370042

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191470	4/27/2023	1,126.51	1352	GRAYBAR ELECTRIC CO, INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
9331599347	4/6/23	5/6/23	900788	6800-6060	172.57	ELECTRICAL KEEP FILL ITEMS	
9331712586	4/14/23	5/14/23	103888	1000-2020	934.57	FUSE 225 AMP TIME DELAY	30200191
9331818339	4/21/23	5/21/23	900788	6800-6060	19.37	ELECTRICAL KEEP FILL ITEMS	
191522	5/3/2023	1,115.00	6466	MARCO TECHNOLOGIES LLC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
INV11152635	4/27/23	4/28/23	740475	7400-6010	1,115.00	QUANTUM ELITE POWER SUPPLY REI	QUANTUM ELITE REFURBISH
191486	4/27/2023	1,113.75	6117	RADWELL INTERNATIONAL INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
33512404	4/7/23	5/7/23	104234	1000-2020	1,080.00	POWER SUPPLY, 1769-PB4 A-B	30050271
	4/7/23	5/7/23	104234	1000-1005	33.75	POWER SUPPLY, 1769-PB4 A-B	30050271
191421	4/20/2023	1,110.56	3430	GENERAL REPAIR SERVICE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
79617	4/10/23	4/11/23	104219	1000-2020	1,110.56	OIL, GT220 SYNFILM BY ROYAL	47050033
55265	5/12/2023	1,097.21	6365	VONCO V LLC DULUTH			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
V50000019947	4/30/23	5/1/23	900957	4000-5710	1,097.21	GRIT DISPOSAL	
191414	4/20/2023	1,093.95	5525	CONSOLIDATED COMMUNICATIONS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
0401233336	4/1/23	4/21/23	900979	7400-5210	1,093.95	MONTHLY INTERNET ACCESS	
191480	4/27/2023	1,080.74	1324	MOTION INDUSTRIES INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
MN1200397364	4/19/23	5/19/23	104233	1000-2020	1,043.86	ROLLER CHAIN, #80 304SS O-RING	27170048
	4/19/23	5/19/23	104233	1000-1005	36.89	ROLLER CHAIN, #80 304SS O-RING	27170048

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191557	5/8/2023	1,073.36	922	FERGUSON ENTERPRISES LLC #1657			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
X2075301	4/19/23	5/19/23	103997	1000-2020	745.00	CONNECTING ROD ASSY, PF0252	27320035
	4/19/23	5/19/23	103997	1000-1005	20.50	CONNECTING ROD ASSY, PF0252	27320035
X2145001	4/18/23	5/18/23	104063	1000-2020	284.00	GEAR JOINT SEAL KIT, KPF88Q	71070413
	4/18/23	5/18/23	104063	1000-1005	23.86	GEAR JOINT SEAL KIT, KPF88Q	71070413
191413	4/20/2023	1,070.90	4560	CENTURYLINK			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
0401234910	4/1/23	4/21/23		6000-5200	1,070.90	PHONE BILL	
13881	4/21/2023	1,000.00	6029	HERMANTOWN AREA C/C			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
736	1/1/23	4/17/23		6000-8000	1,000.00	2023 MEMBERSHIP DUES	
191590	5/11/2023	1,000.00	5149	SUSTAINABLE FARMING ASSOC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
050823	5/8/23	5/11/23	570679	5703-7030	1,000.00	HARVEST FEST 2023 SPONSORSHIP	HARVEST FEST SPONSORSHIP
191526	5/3/2023	1,000.00	6837	DESCHENES			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
1306	4/17/23	5/17/23	570674	5700-5860	500.00	VIDEO DEVELOPMENT TRAINING	
	4/17/23	5/17/23	570674	4700-5860	500.00	VIDEO DEVELOPMENT TRAINING	
13889	4/28/2023	999.94	1711	GRAINGER, W. W. INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
9663288117	4/4/23	4/5/23	661829	6600-6050	61.85	PIPE THREAD SEALANT	LOCTITE 545 PIPE THREAD SEALANT
9675847850	4/17/23	4/18/23	661845	6600-5520	103.85	SPEEDAIRE REGULTOR FILTER 3/8N	N14458
9676517841	4/17/23	4/18/23	661846	6600-5520	111.57	3/8OD SS TUBING 50FT COIL	N14459
9677516347	4/18/23	4/19/23	510294	5100-7800	263.01	2XL WINTER JACKET - LINDA HALL	HI VIS BOMBER JACKET 2XL
9681251949	4/20/23	4/21/23	104247	1000-2020	459.68	DISH SOAP, DAWN 45112 ORIGINAL	22130019
	4/20/23	4/21/23	104247	1000-1005	-0.02	DISH SOAP, DAWN 45112 ORIGINAL	22130019

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191465	4/27/2023	968.15	5903	EMICC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
11087	4/11/23	5/11/23	104244	1000-2020	945.00	FIRING BOARD, DRIVE,M78590/221	30140037
	4/11/23	5/11/23	104244	1000-1005	23.15	FIRING BOARD, DRIVE,M78590/221	30140037
13888	4/28/2023	911.00	376	FEDEX			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
811262598	4/26/23	4/27/23	900981	6000-8200	911.00	MISC SHIPPING COSTS	
55251	5/4/2023	901.70	821	AIRGAS NORTH CENTRAL			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
9136894174	4/7/23	4/8/23	900843	7700-6040	268.50	LAB GAS KEEP FILL 2023	
9137258546	4/21/23	4/22/23	900843	7700-6040	537.00	LAB GAS KEEP FILL 2023	
9137258547	4/21/23	4/22/23	401075	4000-6300	96.20	8064848547 NI 180LT350	NITROGEN IND LIQ 180LT 350PSI

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13893	5/5/2023	885.75	6540	CINTAS CORPORATION NO. 2			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
4152365715	4/13/23	5/13/23	900968	5100-7800	115.24	UNIFORMS/LAUNDRY-MRC	
4152369629	4/13/23	5/13/23	900968	4300-7800	77.90	UNIFORMS/LAUNDRY-LAND APP	
	4/13/23	5/13/23	900968	4000-7800	75.21	UNIFORMS/LAUNDRY-OPERATIONS	
	4/13/23	5/13/23	900968	6600-7800	53.17	UNIFORMS/LAUNDRY-MECHANICAL	
	4/13/23	5/13/23	900968	6800-7800	14.23	UNIFORMS/LAUNDRY-ELECTRICAL	
	4/13/23	5/13/23	900968	7700-7800	9.42	UNIFORMS/LAUNDRY-LAB	
	4/13/23	5/13/23	900968	6700-7800	9.09	UNIFORMS/LAUNDRY-BOILER/FACIL	
	4/13/23	5/13/23	900968	7000-7800	2.86	UNIFORMS/LAUNDRY-ENGINEERING	
4152369668	4/13/23	5/13/23	900968	5600-7800	62.10	UNIFORMS/LAUNDRY-HHW	
4152369793	4/13/23	5/13/23	900968	6600-7800	26.64	UNIFORMS/LAUNDRY-MECHANICAL	
	4/13/23	5/13/23	900968	6800-7800	9.34	UNIFORMS/LAUNDRY-ELECTRICAL	
4152370156	4/13/23	5/13/23	900968	6600-7800	177.59	UNIFORMS/LAUNDRY-MECHANICAL	
	4/13/23	5/13/23	900968	6800-7800	120.20	UNIFORMS/LAUNDRY-ELECTRICAL	
	4/13/23	5/13/23	900968	4000-7800	49.26	UNIFORMS/LAUNDRY-OPERATIONS	
	4/13/23	5/13/23	900968	7700-7800	22.22	UNIFORMS/LAUNDRY-LAB	
	4/13/23	5/13/23	900968	4300-7800	9.42	UNIFORMS/LAUNDRY-LAND APP	
	4/13/23	5/13/23	900968	6700-7800	8.31	UNIFORMS/LAUNDRY-BOILER/FACIL	
	4/13/23	5/13/23	900968	7000-7800	2.50	UNIFORMS/LAUNDRY-ENGINEERING	
	4/13/23	5/13/23	900968	4700-7800	1.49	UNIFORMS/LAUNDRY EPC'S	
4152764052	4/18/23	5/18/23	900968	4200-7800	39.56	UNIFORMS/LAUNDRY-CONVEYANCE	
191547	5/8/2023	848.00	6782	EUROFINS ENVIRONMENT TESTING			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
3100120856	4/18/23	5/18/23	771306	7700-7820	184.00	SAFE DISPOSAL FEES	
3100120895	4/19/23	5/19/23	771306	7700-7820	664.00	SAFE DISPOSAL FEES	
55247	4/28/2023	846.54	1041	VIKING INDUSTRIAL NORTH			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
3263571	4/20/23	4/21/23	104241	1000-2020	838.54	RAIN JACKET, 2X-LRG YEL AIRWEA	69040064
	4/20/23	4/21/23	104241	1000-1005	8.00	RAIN JACKET, 2X-LRG YEL AIRWEA	69040064

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13887	4/28/2023	813.35	6540	CINTAS CORPORATION NO. 2			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
4151335310	4/4/23	5/4/23	900968	4200-7800	39.56	UNIFORMS/LAUNDRY-CONVEYANCE	
4151645742	4/6/23	5/6/23	900968	5100-7800	96.51	UNIFORMS/LAUNDRY-MRC	
4151649978	4/6/23	5/6/23	900968	6600-7800	16.65	UNIFORMS/LAUNDRY-MECHANICAL	
	4/6/23	5/6/23	900968	6800-7800	9.34	UNIFORMS/LAUNDRY-ELECTRICAL	
4151649996	4/6/23	5/6/23	900968	5600-7800	50.83	UNIFORMS/LAUNDRY-HHW	
4151650133	4/6/23	5/6/23	900968	4300-7800	77.90	UNIFORMS/LAUNDRY-LAND APP	
	4/6/23	5/6/23	900968	4000-7800	75.21	UNIFORMS/LAUNDRY-OPERATIONS	
	4/6/23	5/6/23	900968	6800-7800	14.23	UNIFORMS/LAUNDRY-ELECTRICAL	
	4/6/23	5/6/23	900968	6600-7800	12.50	UNIFORMS/LAUNDRY-MECHANICAL	
	4/6/23	5/6/23	900968	7700-7800	9.42	UNIFORMS/LAUNDRY-LAB	
	4/6/23	5/6/23	900968	6700-7800	9.09	UNIFORMS/LAUNDRY-BOILER/FACIL	
	4/6/23	5/6/23	900968	7000-7800	2.86	UNIFORMS/LAUNDRY-ENGINEERING	
4151650404	4/6/23	5/6/23	900968	6600-7800	146.29	UNIFORMS/LAUNDRY-MECHANICAL	
	4/6/23	5/6/23	900968	6800-7800	120.20	UNIFORMS/LAUNDRY-ELECTRICAL	
	4/6/23	5/6/23	900968	4000-7800	49.26	UNIFORMS/LAUNDRY-OPERATIONS	
	4/6/23	5/6/23	900968	7700-7800	22.22	UNIFORMS/LAUNDRY-LAB	
	4/6/23	5/6/23	900968	4300-7800	9.42	UNIFORMS/LAUNDRY-LAND APP	
	4/6/23	5/6/23	900968	6700-7800	8.31	UNIFORMS/LAUNDRY-BOILER/FACIL	
	4/6/23	5/6/23	900968	7000-7800	2.50	UNIFORMS/LAUNDRY-ENGINEERING	
	4/6/23	5/6/23	900968	4700-7800	1.49	UNIFORMS/LAUNDRY EPC'S	
4152058656	4/11/23	5/11/23	900968	4200-7800	87.55	UNIFORMS/LAUNDRY-CONVEYANCE	
9220313221CR	4/18/23	4/27/23		4200-7800	-47.99	CREDIT FOR OVERCHARGE	

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13900	5/12/2023	805.03	6540	CINTAS CORPORATION NO. 2			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
4153065189	4/20/23	5/20/23	900968	5100-7800	104.93	UNIFORMS/LAUNDRY-MRC	
4153069433	4/20/23	5/20/23	900968	6600-7800	23.55	UNIFORMS/LAUNDRY-MECHANICAL	
	4/20/23	5/20/23	900968	6800-7800	9.34	UNIFORMS/LAUNDRY-ELECTRICAL	
4153069444	4/20/23	5/20/23	900968	5600-7800	65.09	UNIFORMS/LAUNDRY-HHW	
4153069527	4/20/23	5/20/23	900968	4300-7800	79.56	UNIFORMS/LAUNDRY-LAND APP	
	4/20/23	5/20/23	900968	4000-7800	75.21	UNIFORMS/LAUNDRY-OPERATIONS	
	4/20/23	5/20/23	900968	6800-7800	14.23	UNIFORMS/LAUNDRY-ELECTRICAL	
	4/20/23	5/20/23	900968	6600-7800	12.50	UNIFORMS/LAUNDRY-MECHANICAL	
	4/20/23	5/20/23	900968	7700-7800	9.42	UNIFORMS/LAUNDRY-LAB	
	4/20/23	5/20/23	900968	6700-7800	9.09	UNIFORMS/LAUNDRY-BOILER/FACIL	
	4/20/23	5/20/23	900968	7000-7800	2.86	UNIFORMS/LAUNDRY-ENGINEERING	
4153069994	4/20/23	5/20/23	900968	6600-7800	146.29	UNIFORMS/LAUNDRY-MECHANICAL	
	4/20/23	5/20/23	900968	6800-7800	120.20	UNIFORMS/LAUNDRY-ELECTRICAL	
	4/20/23	5/20/23	900968	4000-7800	49.26	UNIFORMS/LAUNDRY-OPERATIONS	
	4/20/23	5/20/23	900968	7700-7800	22.22	UNIFORMS/LAUNDRY-LAB	
	4/20/23	5/20/23	900968	4300-7800	9.42	UNIFORMS/LAUNDRY-LAND APP	
	4/20/23	5/20/23	900968	6700-7800	8.31	UNIFORMS/LAUNDRY-BOILER/FACIL	
	4/20/23	5/20/23	900968	7000-7800	2.50	UNIFORMS/LAUNDRY-ENGINEERING	
	4/20/23	5/20/23	900968	4700-7800	1.49	UNIFORMS/LAUNDRY-EPC'S	
4153466721	4/25/23	5/25/23	900968	4200-7800	39.56	UNIFORMS/LAUNDRY-CONVEYANCE	
191505	5/3/2023	779.50	5601	DOUCETTES SPECIAL EVENT RENTAL			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
050123	5/1/23	5/4/23	470299	4700-5860	779.50	CCF TENT/TABLE/CHAIR RENTAL (I	TENT/TABLE/CHAIR RENTAL - CCF
191433	4/20/2023	759.54	3428	MELLIN PROMOTIONAL ADVERTISING			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
I62515	3/29/23	4/18/23	570660	5702-6090	730.00	RECYCLED H2O PEN	PEN - RECYCLED WATER BOTTLE
	3/29/23	4/18/23	570660	5702-6090	29.54	RECYCLED H2O PEN	PEN - RECYCLED WATER BOTTLE
191479	4/27/2023	700.33	752	MN POLLUTION CONTROL AGENCY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
10000165624	4/10/23	5/10/23		7700-8020	700.33	WWTF HAZ WASTE FEES	

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191492	4/27/2023	693.98	6791	SIR BENEDICT'S TAVERN			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
1063	1/24/23	2/23/23		6000-7300	261.84	FOOD FOR COMMITTEE MTG 1/24	
1064	1/25/23	2/24/23		6000-7300	172.97	FOOD FOR COMMITTEE MTG 1/25	
1069	3/21/23	4/20/23		6000-7300	259.17	FOOD FOR COMBINED MEETING 3/2	
191496	4/27/2023	688.68	1241	UNITED WAY OF DULUTH			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023UW	4/30/23	5/1/23		1000-2780	688.68	UNITED WAY WITHHOLDING - APRIL	
191508	5/3/2023	687.97	1966	FASTENAL COMPANY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
MNDUL262382	4/7/23	5/7/23		1000-1040	320.96	VENDING MACHINE SUPPLIES	
MNDUL262450	4/12/23	5/12/23	661842	6600-5520	64.42	5/8-11X3-1/2 SS BOLT	N14453
MNDUL262486	4/14/23	5/14/23		1000-1040	302.59	VENDING MACHINE SUPPLIES	
55261	5/12/2023	655.00	4785	NORTH SHORE ANALYTICAL, INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
14304	5/4/23	5/5/23	771300	7700-7820	655.00	PRETREATMENT EPA 1631 T HG	
13883	4/21/2023	654.17	1094	SCHINDLER ELEVATOR CORP			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
7153694515	4/11/23	4/12/23	661840	6600-5820	654.17	CONTRACTOR WORK ORDERS	8 CONTRACTOR
71070	4/19/2023	649.00	2676	MINNESOTA DEPT OF REVENUE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
041923	4/19/23	4/20/23		1000-2190	495.00	SW FEE PER YARD MARCH	
	4/19/23	4/20/23		1000-2185	127.00	SW FEE PER TON MARCH	
	4/19/23	4/20/23		1000-2170	27.00	SW TAX - MARCH	
	4/19/23	4/20/23		1000-2177	0.00	CITY SALES TAX	
	4/19/23	4/20/23		1000-2179	0.00	COUNTY SALES TAX	
	4/19/23	4/20/23		1000-2175	0.00	STATE SALES TAX	

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55256	5/12/2023	630.07	4421	APPLIED INDUSTRIAL TECH			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
7026902598	5/3/23	5/4/23	104200	1000-2020	459.90	BALL BEARING, 219MF MRC SINGLE	15010169
	5/3/23	5/4/23	104200	1000-1005	27.58	BALL BEARING, 219MF MRC SINGLE	15010169
7026903419	5/3/23	5/4/23	104265	1000-2020	74.55	LOCTITE CLEANER, PRIMER 22477	22150011
7026903443	5/3/23	5/4/23	104246	1000-2020	68.04	KEYSTOCK, 3/4"X12" STEEL	17390028
191417	4/20/2023	611.00	6782	EUROFINS ENVIRONMENT TESTING			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
3100119981	3/29/23	4/28/23	771306	7700-7820	611.00	SAFE DISPOSAL FEES	
191494	4/27/2023	609.96	305	SPS COMPANIES, INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
S4778099001	4/6/23	5/6/23	661824	6600-5520	226.89	NORCA 514T10LF 3" BRASS GATE V	N14440
S4781063001	4/7/23	5/7/23	661833	6600-5520	383.07	L SOFT COPPER TUBING 3/8 X 100	N14445
13891	5/5/2023	600.00	2027	ADMAX DISPLAYS, INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
32569	11/22/22	12/22/22	570580	5704-7040	600.00	CLEAN SHOP AD	
55249	4/28/2023	586.50	2017	WASTE MANAGEMENT OF WI-MN			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
10195428080	4/4/23	4/5/23	900993	5703-5860	586.50	DROP SITE - CONCORDIA CHURCH	
191419	4/20/2023	555.41	1966	FASTENAL COMPANY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
MNDUL262285	3/31/23	4/30/23		1000-1040	555.41	VENDING MACHINE SUPPLIES	
191420	4/20/2023	549.00	3984	GENERAL CLEANING SPECIALISTS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
36296	3/31/23	4/30/23	900969	6600-5860	549.00	ICE MELT	
13896	5/5/2023	536.52	1711	GRAINGER, W. W. INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
9688553222	4/27/23	4/28/23	104263	1000-2020	536.52	LABEL CARTRIDGE, 3/4" NYLON	57240003

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55255	5/4/2023	535.41	1012	NORTHSTAR FORD			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
63780951	4/28/23	4/29/23	661861	6600-5840	535.41	CONTRACTOR WORK ORDERS	8 CONTRACTOR
55240	4/28/2023	522.45	4903	LIBERTY TIRE RECYCLING, LLC-MN			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
2484906	4/15/23	4/16/23	900955	5100-5815	522.45	CAR TIRE EACH OFF RIM	
191542	5/8/2023	522.00	6851	C-IT SIGNS & GRAPHIX, LLC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
2155	4/18/23	5/18/23	570675	5703-8210	522.00	DESIGN/PRINT GARDEN GREEN BAN	DESIGN/PRINT GARDEN GREEN BAN
191475	4/27/2023	513.39	997	M & M ROGNESS EQUIPMENT CO.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
19244	4/5/23	5/5/23	104181	1000-2020	502.50	PLUG, 3-L15G 1/4MPT HANSEN	40110032
	4/5/23	5/5/23	104181	1000-1005	10.89	PLUG, 3-L15G 1/4MPT HANSEN	40110032
191497	4/27/2023	508.73	1047	VWR CORPORATION			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
8812614231	4/11/23	5/11/23	104239	1000-2020	491.07	MICROPIPETTE, 100-1000UL	45100002
	4/11/23	5/11/23	104239	1000-1005	17.66	MICROPIPETTE, 100-1000UL	45100002
191451	4/21/2023	500.00	4019	CARLTON COUNTY FAIR			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
041823	4/18/23	4/20/23	470297	4700-7020	500.00	BOOTH RENTAL - CARLTON COUNTY	CARLTON COUNTY FAIR BOOTH
191527	5/3/2023	500.00	6242	PERFECT DULUTH DAY, LLC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
8703	4/14/23	5/14/23	570647	5703-7030	250.00	DROP SITE WEB ADS	
	4/14/23	5/14/23	570647	5704-7040	250.00	HHW WEB ADS	
191560	5/8/2023	485.09	2651	SEH ENGINEERS ARCHITECTS INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
4437363467	4/6/23	5/6/23	201482	1000-1300-3467	485.09	ADD TO PO 201482-0-CAP LINE 1	PROGRAMMING FOR SMI PLC

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55244	4/28/2023	460.00	5490	NORTHLAND FIRE & SAFETY, INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
137771	4/13/23	4/14/23	601373	6000-6900	460.00	W/ VEHICLE BRACKET	2.5# ABC FIRE EXTINGUISHER
191576	5/11/2023	447.05	6517	KWIK TRIP INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
0504239947	5/4/23	5/5/23	900975	6000-5220	447.05	GASOLINE	
55242	4/28/2023	418.07	6101	MSC INDUSTRIAL SUPPLY CO			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
30147237	4/18/23	4/19/23	601376	6000-6900	176.30	XXL GLOVE 100 BX	8MIL BLUE XXL NITRILE GLOVES
31242187	4/21/23	4/22/23	104248	1000-2020	186.96	LOTION SOAP, 1000ML NXT REFILL	22130022
31451087	4/21/23	4/22/23	104211	1000-2020	54.81	EYE BOLT, 1/2" N.C. W/SHOULDER	17020011
55236	4/21/2023	394.86	6365	VONCO V LLC DULUTH			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
V50000019897	4/7/23	4/8/23	900957	4000-5710	394.86	GRIT DISPOSAL	
191428	4/20/2023	392.79	647	BERKLEY RISK ADMINISTRATORS CO			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
20548	4/1/23	4/21/23		6000-4340	392.79	DEDUCTIBLE CLAIM #4800025	
55248	4/28/2023	387.85	6365	VONCO V LLC DULUTH			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
V50000019913	4/16/23	4/17/23	900957	4000-5710	387.85	GRIT DISPOSAL	
191477	4/27/2023	378.05	1362	MCMMASTER CARR SUPPLY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
95824249	4/7/23	5/7/23	661835	6600-5520	328.00	WELDED 304 SS TUBING 3/8 O.D.	N14448
	4/7/23	5/7/23	661835	6600-5520	50.05	WELDED 304 SS TUBING 3/8 O.D.	N14448
191503	5/3/2023	377.22	729	DALCO ENTERPRISES, INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
4075005	4/24/23	4/25/23	104215	1000-2020	377.22	OIL SORBENT SHEET, 382-M-WS	35030008

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191544	5/8/2023	374.59	2368	CITY AUTO GLASS		
Invoice	Inv Date	Due Date	PO	Account	Amount Description	Supplemental Description
I400165870	4/19/23	5/19/23	661847	6600-5840	374.59 CONTRACTOR WORK ORDERS	8 CONTRACTOR
71079	4/20/2023	374.30	5775	MN DEPT OF REVENUE (C)		
Invoice	Inv Date	Due Date	PO	Account	Amount Description	Supplemental Description
042023HRLY	4/20/23	4/21/23		1000-2710	374.30 GARNISHMENT MISC PE 4/15/23	
55241	4/28/2023	368.00	6037	MICHAUD DISTRIBUTING		
Invoice	Inv Date	Due Date	PO	Account	Amount Description	Supplemental Description
389247	4/17/23	4/18/23	900967	4000-6000	256.00 WATER JUGS-MAIN PLANT	
	4/17/23	4/18/23	900967	6600-5860	112.00 WATER JUGS-BLD 9 MAINT ROOM	
55253	5/4/2023	357.00	2512	CULLIGAN OF CLOQUET		
Invoice	Inv Date	Due Date	PO	Account	Amount Description	Supplemental Description
103X03835302	4/30/23	5/1/23	900989	7700-5860	357.00 CARBON R9 (PER CYLINDER)	
55263	5/12/2023	340.20	3766	PORTABLE JOHN		
Invoice	Inv Date	Due Date	PO	Account	Amount Description	Supplemental Description
21344	5/1/23	5/2/23	900977	5100-5860	226.80 PORTABLE TOILET SERVICE (MRC)	
21345	5/1/23	5/2/23	900977	5500-5860	113.40 PORTABLE TOILET SERVICE (YW)	
191532	5/3/2023	321.02	6699	PUTZMAUS AMERICA BOILER TUBE		
Invoice	Inv Date	Due Date	PO	Account	Amount Description	Supplemental Description
588	4/27/23	5/11/23	670003	6700-6010	286.02 BOILER TUBE BRUSHES	72 MM BRUSH
	4/27/23	5/11/23	670003	6700-6010	35.00 BOILER TUBE BRUSHES	72 MM BRUSH
71095	5/4/2023	317.10	5775	MN DEPT OF REVENUE (C)		
Invoice	Inv Date	Due Date	PO	Account	Amount Description	Supplemental Description
050423HRLY	5/4/23	5/5/23		1000-2710	317.10 GARNISHMENT MISC PE 4/29/23	
191469	4/27/2023	310.00	1600	FLINT GROUP - DULUTH		
Invoice	Inv Date	Due Date	PO	Account	Amount Description	Supplemental Description
317705	4/11/23	4/21/23	570673	5700-5880	155.00 WEBSITE WORK	
	4/11/23	4/21/23	570673	4700-5880	155.00 WEBSITE WORK	

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13892	5/5/2023	286.00	6841	APPLICANT PRO HOLDINGS, LLC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
231754	5/1/23	5/2/23	900991	6000-6930	286.00	MONTHLY LICENSING FEE	
55243	4/28/2023	284.63	5219	MSC INDUSTRIAL SUPPLY CO.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
6113851001	4/13/23	4/14/23	900902	6600-6060	284.63	MISCELLANEOUS FASTENERS	
191586	5/11/2023	269.26	6547	LAURA NESS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023	4/30/23	5/1/23		6000-7010	269.26	APRIL PER DIEM	
191571	5/11/2023	267.90	6833	EZELL, JOHN			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023	4/30/23	5/1/23		6000-7010	267.90	APRIL PER DIEM	
191418	4/20/2023	267.90	6833	EZELL, JOHN			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
033123	3/31/23	4/1/23		6000-7010	267.90	BOARD PER DIEM - MARCH	
191554	5/8/2023	257.88	6790	MIDCOAST CATERING COMPANY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
1276	4/18/23	5/18/23		6000-7300	257.88	FOOD FOR FIN & GOV MTG 4/19	
191578	5/11/2023	250.00	6491	LINCOLN PARK CHILDREN &			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
050923	5/9/23	5/11/23	570682	5702-7030	250.00	SPONSORSHIP - LP MEET IN THE P	SPONSORSHIP - MEET IN THE PARK
55252	5/4/2023	250.00	6299	BEAR SHOE WORKS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
33163	4/21/23	4/22/23	601378	6000-6900	250.00	TYLER MATTSON	SAFETY BOOTS
191430	4/20/2023	250.00	4491	MARK LYES			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
041323	4/13/23	4/13/23		6000-6900	250.00	SAFETY BOOT REIMBURSEMENT	

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191439	4/20/2023	250.00	874	PACE ANALYTICAL SERVICES LLC		
Invoice	Inv Date	Due Date	PO	Account	Amount Description	Supplemental Description
2340130142	4/4/23	5/4/23	771313	7700-7820	250.00 MISC LAB ANALYSES	
13895	5/5/2023	243.82	4883	ERA - A WATERS COMPANY		
Invoice	Inv Date	Due Date	PO	Account	Amount Description	Supplemental Description
37132	4/5/23	5/5/23	771335	7700-6040	166.00 COMPLEX NUTRIENTS	WP338 CAT#579
	4/5/23	5/5/23	771335	7700-6040	77.82 COMPLEX NUTRIENTS	WP338 CAT#579
191567	5/11/2023	242.24	6587	JAMES BAKER		
Invoice	Inv Date	Due Date	PO	Account	Amount Description	Supplemental Description
050823	4/24/23	4/24/23		6000-6900	242.24 SAFETY BOOT REIMBURSEMENT	
13884	4/21/2023	240.00	5847	STERICYCLE, INC		
Invoice	Inv Date	Due Date	PO	Account	Amount Description	Supplemental Description
4011679610	3/31/23	4/30/23	900990	5600-5791	240.00 PER DRUM CHARGES	
191583	5/11/2023	224.54	6400	MINNESOTA PUMP WORKS		
Invoice	Inv Date	Due Date	PO	Account	Amount Description	Supplemental Description
INV020848	4/24/23	5/24/23	104108	1000-2020	218.00 O-RING, 33-1/2"ID GRUNDFOS	71050288
	4/24/23	5/24/23	104108	1000-1005	6.54 O-RING, 33-1/2"ID GRUNDFOS	71050288
191487	4/27/2023	220.00	6805	RBA CONSULTING		
Invoice	Inv Date	Due Date	PO	Account	Amount Description	Supplemental Description
40891	4/5/23	5/5/23	740472	7400-7810	220.00 HHW REUSE PROGRAMMING	
13879	4/21/2023	218.53	376	FEDEX		
Invoice	Inv Date	Due Date	PO	Account	Amount Description	Supplemental Description
809766530	4/12/23	4/13/23	900981	6000-8200	218.53 MISC SHIPPING COSTS	
191539	5/3/2023	218.22	6759	ULINE		
Invoice	Inv Date	Due Date	PO	Account	Amount Description	Supplemental Description
162604992	4/19/23	4/20/23	560190	5600-6070	194.40 2.6 MIL 55 YARDS	2 IN CLEAR PACKING TAPE
	4/19/23	4/20/23	560190	5600-6070	23.82 2.6 MIL 55 YARDS	2 IN CLEAR PACKING TAPE

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71094	5/4/2023	213.75	4098	MINNESOTA CHILD SUPPORT			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
050423HRLY	5/4/23	5/5/23		1000-2710	213.75	GARNISHMENT PE 4/29/23	
71078	4/20/2023	213.75	4098	MINNESOTA CHILD SUPPORT			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
042023HRLY	4/20/23	4/21/23		1000-2710	213.75	GARNISHMENT PE 4/15/23	
191435	4/20/2023	212.84	6547	LAURA NESS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
033123	3/31/23	4/1/23		6000-7010	212.84	BOARD PER DIEM - MARCH	
55254	5/4/2023	212.82	6101	MSC INDUSTRIAL SUPPLY CO			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
31451077	4/25/23	4/26/23	104211	1000-2020	141.96	CLEANER, BRAKE CRC 05089	22150020
33123547	4/26/23	4/27/23	104267	1000-2020	97.10	SIMPLE GREEN,CLEANER/DEGREASE	22150022
	4/26/23	4/27/23	104267	1000-1005	-26.24	SIMPLE GREEN,CLEANER/DEGREASE	22150022
191559	5/8/2023	200.00	6447	VOYAGEUR NORTH INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
2022VOYAGEUR	5/4/23	5/5/23		2100-3801	100.00	2022 VOYAGEUR NORTH REFUND	
2023VOYAGEUR	5/4/23	5/5/23		2100-3801	100.00	2023 VOYAGEUR NORTH REFUND	
191434	4/20/2023	192.00	4052	NCPERS GROUP LIFE INS.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
957200052023	4/1/23	4/2/23		1000-2695	192.00	LIFE INSURANCE - MAY	
191498	4/27/2023	188.83	6859	WELTY, LISA			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
042023	4/18/23	4/18/23		6000-6900	188.83	SAFETY BOOT REIMBURSEMENT	
191568	5/11/2023	183.41	6313	JULENE BOE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023	4/30/23	5/1/23		6000-7010	183.41	APRIL PER DIEM	

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191408	4/20/2023	181.44	5961	JAMES E AIRD			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
033123	3/31/23	4/1/23		6000-7010	181.44	BOARD PER DIEM - MARCH	
191591	5/11/2023	175.55	6212	PAUL THOMSEN			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023	4/30/23	5/1/23		6000-7010	175.55	APRIL PER DIEM	
191460	4/21/2023	175.13	160	SUPERIOR TRUCK WASH INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
100314	4/12/23	4/22/23	901000	4300-5860	166.00	LAND APP TRACTORS	
	4/12/23	4/22/23	901000	4300-5860	9.13	LAND APP TRACTORS	
55234	4/21/2023	165.84	4421	APPLIED INDUSTRIAL TECH			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
7026751743	4/14/23	4/15/23	104177	1000-2020	29.97	BELT, 3VX580	27060174
	4/14/23	4/15/23	104177	1000-1005	7.77	BELT, 3VX580	27060174
7026751745	4/14/23	4/15/23	104224	1000-2020	82.96	BELT, BX93	27060050
	4/14/23	4/15/23	104224	1000-1005	21.28	BELT, BX93	27060050
7026751990	4/14/23	4/15/23	104232	1000-2020	21.04	BELT, B66	27060023
	4/14/23	4/15/23	104232	1000-1005	2.82	BELT, B66	27060023
191535	5/3/2023	164.73	1022	CITY OF SCANLON WATER DEPT			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
0425232207	4/25/23	5/15/23		4200-5240	164.73	WATER BILL - APRIL	
191581	5/11/2023	163.30	5660	MINNESOTA ENERGY RESOURCES			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
0508238222	5/8/23	5/9/23		4300-4820	163.30	GAS BILL - APRIL	
191442	4/20/2023	163.17	6211	MARCIA PODRATZ			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
033123	3/31/23	4/1/23		6000-7010	163.17	BOARD PER DIEM - MARCH	

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191552	5/8/2023	158.69	997	M & M ROGNESS EQUIPMENT CO.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
19288	4/19/23	5/19/23	104217	1000-2020	148.80	SOCKET, 3-R26 1/2FPT HANSEN	40110030
	4/19/23	5/19/23	104217	1000-1005	9.89	SOCKET, 3-R26 1/2FPT HANSEN	40110030
191481	4/27/2023	158.64	807	NEWARK ELEMENT14			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
36102278	4/7/23	5/7/23	104230	1000-2020	148.65	TY-RAP, CABLE TIE TY525M T&B	17580001
	4/7/23	5/7/23	104230	1000-1005	9.99	TY-RAP, CABLE TIE TY525M T&B	17580001
191409	4/20/2023	155.76	850	AUTO VALUE DULUTH WEST			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
602314857	4/7/23	4/8/23	104231	1000-2020	155.76	CLEANER, CARBURETOR CRC 05081	22150019
191489	4/27/2023	151.81	1899	RS AMERICAS, INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
9017754429	4/7/23	5/7/23	104236	1000-2020	140.81	POWER SUPPLY, HC24-2.4-A+G 24V	30490038
	4/7/23	5/7/23	104236	1000-1005	11.00	POWER SUPPLY, HC24-2.4-A+G 24V	30490038
191488	4/27/2023	150.00	4064	READER WEEKLY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
1250	4/6/23	4/16/23	570668	5702-7030	75.00	MRC AD	
1251	4/13/23	4/23/23	570668	5702-7030	75.00	MRC AD	
191575	5/11/2023	150.00	1567	ISD 709			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
050523	5/5/23	5/18/23	470300	4700-8620	150.00	COMMUNITY ED WWT TOUR FEE	
191579	5/11/2023	147.16	5283	DAVID MANDERFELD			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023	4/30/23	5/1/23		6000-7010	147.16	APRIL PER DIEM	
191431	4/20/2023	138.65	5283	DAVID MANDERFELD			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
033123	3/31/23	4/1/23		6000-7010	138.65	BOARD PER DIEM - MARCH	

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191450	4/20/2023	137.41	5666	WILKEN, PAUL			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
041323	4/10/23	4/10/23		4300-6910	137.41	TRAINING IN MADISON	
191585	5/11/2023	135.14	1324	MOTION INDUSTRIES INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
MN1200397928	5/8/23	6/7/23		6600-5520	135.14	FREIGHT, RESTOCK FEE 4 RETURN	
191580	5/11/2023	134.05	727	MIELKE ELECTRIC WORKS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
107068IN3467	5/2/23	5/3/23	201478	1000-1300-3467	122.26	2080IF2 ANALOG INPUT	2080-IF2
	5/2/23	5/3/23	201478	1000-1300-3467	11.79	2080IF2 ANALOG INPUT	2080-IF2
191429	4/20/2023	131.44	6533	LOREN LILLY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
033123	3/31/23	4/1/23		6000-7010	131.44	BOARD PER DIEM - MARCH	
191436	4/20/2023	121.89	807	NEWARK ELEMENT14			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
36075983	3/30/23	4/29/23	104083	1000-2020	111.90	AXIAL FAN, 4715FS-12T-B40-D00	39070025
	3/30/23	4/29/23	104083	1000-1005	9.99	AXIAL FAN, 4715FS-12T-B40-D00	39070025
191447	4/20/2023	117.04	6212	PAUL THOMSEN			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
033123	3/31/23	4/1/23		6000-7010	117.04	BOARD PER DIEM - MARCH	
191592	5/11/2023	113.51	6759	ULINE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
162652212	4/20/23	4/21/23	430348	4300-7800	99.00	SIZE L LIME JACKET	RAIN JACKET
	4/20/23	4/21/23	430348	4300-7800	14.51	SIZE L LIME JACKET	RAIN JACKET
191493	4/27/2023	111.00	4749	SOIL CONTROL LAB			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
3030641	4/6/23	5/6/23	771303	7700-7820	111.00	MONTHLY SOL SO4 AND B ON BS	

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191534	5/3/2023	110.69	2508	RUSSELL-SEIK-STEEL			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
64873	4/26/23	5/26/23	661858	6600-5520	110.69	4' X 8' 16 GUAGE PLATE STEEL	N10298
191563	5/8/2023	110.00	4009	VIELE CONTRACTING INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
12362	5/3/23	5/4/23	900845	5100-5808	110.00	PICK-UP TRUCK W/ PLOW	
191587	5/11/2023	109.50	6211	MARCIA PODRATZ			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023	4/30/23	5/1/23		6000-7010	109.50	APRIL PER DIEM	
55260	5/12/2023	108.84	6101	MSC INDUSTRIAL SUPPLY CO			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
34012537	4/28/23	4/29/23	601381	6000-6900	108.84	6 GREEN INDIVIDUAL KEYED LOCKS	411KAGRNLZ1 KEYED INDIVIDUALLY
191577	5/11/2023	107.86	6533	LOREN LILLY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023	4/30/23	5/1/23		6000-7010	107.86	APRIL PER DIEM	
191525	5/3/2023	106.78	1324	MOTION INDUSTRIES INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
MN1200397478	4/24/23	5/24/23	104250	1000-2020	90.20	BELT, BX91 GATES	27060177
	4/24/23	5/24/23	104250	1000-1005	16.58	BELT, BX91 GATES	27060177
191461	4/21/2023	102.35	6856	WALL, LINDA A.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
041823	3/31/23	3/31/23		6000-6900	102.35	SAFETY EYEGLASSES	
191574	5/11/2023	100.00	5742	INTEGRIS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
479348	5/4/23	5/5/23	900976	5100-5860	100.00	MRC MONTHLY INTERNET ACCESS	
191558	5/8/2023	100.00	6447	JTK COMPANY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
2022JTKCOMPA	5/4/23	5/5/23		2100-3801	50.00	2022 JTK COMPANY REFUND	
2023JTKCOMPA	5/4/23	5/5/23		2100-3801	50.00	2023 JTK COMPANY REFUND	

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Check	Date	Amount	Vendor	Name			
191545	5/8/2023	99.44	1069	CORE & MAIN LP			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
S720406	4/21/23	5/21/23	104254	1000-2020	75.69	FLANGE, 4" 8HOLE PVC 80 FLANGE	61230053
	4/21/23	5/21/23	104254	1000-1005	23.75	FLANGE, 4" 8HOLE PVC 80 FLANGE	61230053
191529	5/3/2023	94.04	901	PETTY CASH - OFFICE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023	4/30/23	5/1/23		6000-4390	39.95	HEALTHY FOOD OF THE MONTH	
	4/30/23	5/1/23		5700-6910	22.00	HOME SHOW ENTRY & PARKING	
	4/30/23	5/1/23		5700-6910	10.00	LEADERSHIP DULUTH PARKING	
	4/30/23	5/1/23		5703-6090	9.58	GIVEAWAYS 4 YW/HHW BLOCK PART	
	4/30/23	5/1/23		5704-6090	6.51	TAPE FOR BLOCK PARTY SIGNS	
	4/30/23	5/1/23		5700-6910	6.00	SPRING GARDENING EVENT PARKIN	
191448	4/20/2023	90.00	6740	TOM KRAEMER, INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
582676	4/1/23	5/1/23	500109	5000-5860	90.00	TRANSFER STATION 20FT SHIPPING	20FT SHIPPING STORAGE CONTAINER
191536	5/3/2023	89.00	4749	SOIL CONTROL LAB			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
3040116	4/14/23	5/14/23	771303	7700-7820	89.00	MONTHLY SOL SO4 AND B ON BS	
55264	5/12/2023	86.30	1041	VIKING INDUSTRIAL NORTH			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
3264378	5/2/23	5/3/23	104241	1000-2020	86.30	GLOVES, NITRILE XL POWDER FREE	69040084
191495	4/27/2023	80.51	6759	ULINE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
162121417	4/6/23	4/7/23	601375	6000-6900	66.00	SAFETY READERS	1.5 BIFOCAL SAFETY GLASSES
	4/6/23	4/7/23	601375	6000-6900	14.51	SAFETY READERS	1.5 BIFOCAL SAFETY GLASSES
191423	4/20/2023	78.30	2366	GOPHER STATE ONE-CALL			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
3031570	3/31/23	4/30/23	900983	6000-5860	78.30	LOCATE FEES	

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Check	Date	Amount	Vendor	Name			
191443	4/20/2023	78.00	941	PROCTOR JOURNAL			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
36534	9/8/22	9/9/22		6000-8010	39.00	SUBSCRIPTION RENEWAL 22-23	
37230	4/5/23	4/6/23		6000-8010	39.00	SUBSCRIPTION RENEWAL 23-24	
13882	4/21/2023	75.51	6034	INNOVATIVE OFFICE SOLUTIONS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
IN4153234	4/6/23	4/7/23	900696	6000-6070	59.94	SUPPLIES OFFICE 2018	
IN4153234A	4/6/23	4/7/23	900697	6000-8210	13.00	COPYING AND PRINTING 2018	
IN4155372	4/7/23	4/8/23	900696	6000-6070	2.57	SUPPLIES OFFICE 2018	
191533	5/3/2023	75.00	4064	READER WEEKLY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
1252	4/20/23	4/30/23	570668	5704-7040	75.00	HHW AD	
191444	4/20/2023	74.89	6755	ROBERT SCHILLING			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
033123	3/31/23	4/1/23		6000-7010	74.89	BOARD PER DIEM - MARCH	
191570	5/11/2023	73.89	5409	DIGI-KEY CORP. 1879901			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
97117077	4/25/23	5/25/23	104258	1000-2020	66.90	AXIAL FAN, 109R0624H4021 60MM	39070043
	4/25/23	5/25/23	104258	1000-1005	6.99	AXIAL FAN, 109R0624H4021 60MM	39070043
191490	4/27/2023	73.63	2508	RUSSELL-SEIK-STEEL			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
64733	4/18/23	5/18/23	661848	6600-5520	73.63	1/8" X 1-1/4" X 20' MILD STEEL	N11227
191468	4/27/2023	72.42	1966	FASTENAL COMPANY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
MNDUL262361	4/6/23	5/6/23	661830	6600-5520	72.42	1/8 X 2 SS COTTER PINS	N14442
191588	5/11/2023	70.31	6755	ROBERT SCHILLING			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023	4/30/23	5/1/23		6000-7010	70.31	APRIL PER DIEM	

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Check	Date	Amount	Vendor	Name			
13902	5/12/2023	61.42	376	FEDEX			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
811928996	5/3/23	5/4/23	900981	6000-8200	61.42	MISC SHIPPING COSTS	
191566	5/11/2023	60.48	5961	JAMES E AIRD			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023	4/30/23	5/1/23		6000-7010	60.48	APRIL PER DIEM	
191538	5/3/2023	55.40	6427	TRAVIS M TOLAAS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
042723	4/24/23	4/24/23		5100-6910	25.08	SUPPER AT TRAINING	
	4/24/23	4/24/23		5100-6910	15.67	SUPPER AT TRAINING	
	4/24/23	4/24/23		5100-6910	14.65	SUPPER AT TRAINING	
13880	4/21/2023	54.65	1711	GRAINGER, W. W. INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
9659909023	3/31/23	4/1/23	661826	6600-5520	54.65	ABRASIVE ROLL 150 FT. 2' MEDIU	N14441
13885	4/21/2023	54.54	4836	VERIZON WIRELESS			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
9931984149	4/8/23	5/3/23		4200-5210	54.54	TELEMETER SERVICE	
191485	4/27/2023	50.00	6447	LARRY & CATHERINE SAMPSON			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
2022SAMPSON	4/25/23	4/27/23		2100-3801	25.00	2022 SAMPSON REFUND	
2023SAMPSON	4/25/23	4/27/23		2100-3801	25.00	2023 SAMPSON REFUND	
191478	4/27/2023	50.00	1372	MN DEPT OF LABOR & INDUSTRY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
042423	4/24/23	4/25/23		6000-6940	50.00	BOILER LICENSE FEES - SCHLERET	
191432	4/20/2023	48.66	1362	MCMASTER CARR SUPPLY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
95893376	4/10/23	5/10/23	661836	6600-5520	39.22	DRILL POINT COUNTERSINKS HSS S	N14450
	4/10/23	5/10/23	661836	6600-5520	9.44	DRILL POINT COUNTERSINKS HSS S	N14450

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Check	Date	Amount	Vendor	Name			
191551	5/8/2023	47.32	1352	GRAYBAR ELECTRIC CO, INC.			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
9331712588	4/14/23	5/14/23	900788	6800-6060	29.50	ELECTRICAL KEEP FILL ITEMS	
9332008584	5/4/23	6/3/23	900788	6800-6060	17.82	ELECTRICAL KEEP FILL ITEMS	
191511	5/3/2023	46.57	1349	GOODIN CO			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
385889600	4/25/23	5/31/23	104255	1000-2020	46.57	GASKET, 4" 150# GARLOCK RING	71010272
191474	4/27/2023	44.55	6860	JOHNSON, ERIK			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
041123	4/11/23	4/11/23		4700-6910	32.00	DINNER AT TRAINING	
	4/11/23	4/11/23		4700-6910	12.55	BREAKFAST AT TRAINING	
191523	5/3/2023	44.25	1362	MCMaster CARR SUPPLY			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
96035593	4/12/23	5/12/23	661843	6600-5520	35.38	HSS COUNTERBORE TOOL WITH BUI	N14454
	4/12/23	5/12/23	661843	6600-5520	8.87	HSS COUNTERBORE TOOL WITH BUI	N14454
191464	4/27/2023	40.00	5684	DULUTH FARMER'S MARKET			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
042523	4/25/23	4/27/23	570676	5703-7030	40.00	SPRING GARDEN EVENT BOOTH	
55259	5/12/2023	39.85	1440	GUARDIAN PEST CONTROL INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
2460403	4/26/23	4/27/23	900263	6000-5860	39.85	RODENT CONTROL (MRC)	
191519	5/3/2023	32.00	5874	SAMIDHA JUNGHARE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
042023	4/11/23	4/11/23		7000-6910	32.00	SUPPER AT TRAINING	
13890	4/28/2023	26.37	2300	UNITED PARCEL SERVICE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
568153163	4/22/23	5/2/23	901002	6000-8200	26.37	SHIPPING CHARGES	

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Check	Date	Amount	Vendor	Name			
191499	4/27/2023	23.00	5259	WESTERLUND, ROBERT			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
042423	4/24/23	4/24/23		6000-6940	23.00	WWT OPERATOR CERTIFICATE	
13897	5/5/2023	22.95	3329	GREAT LAKES ALARM INC			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
97015	5/1/23	5/16/23	900972	5100-5860	22.95	ADMINISTRATIVE FEE	
71081	4/26/2023	22.18	5028	TREASURER OF THE PEOPLE			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
043023PEOP	4/30/23	5/1/23		1000-2710	22.18	TREAS OF THE PEOPLE-APRIL	
55238	4/28/2023	22.08	4421	APPLIED INDUSTRIAL TECH			
Invoice	Inv Date	Due Date	PO	Account	Amount	Description	Supplemental Description
7026809620	4/21/23	4/22/23	104232	1000-2020	21.00	BELT, A55	27060005
	4/21/23	4/22/23	104232	1000-1005	1.08	BELT, A55	27060005
Checks:	280	Total:	5,868,714.63				

WESTERN LAKE SUPERIOR SANITARY DISTRICT

2626 Courtland Street
Duluth, Minnesota 55806-1894
Phone: (218) 722-3336
FAX: (218) 727-7471
<http://www.wlssd.duluth.mn.us>

**MEMORANDUM**

Clear Answers for Clean Water™

To: WLSSD Board of Directors

From: Operations & Planning Committee

Date: May 17, 2023

Subject: Sanitary Sewer Extension – Rice Lake Utility Extension Phase 2 (City of Rice Lake)

PROJECT DESCRIPTION

The City of Rice Lake phase 1 project approved in June 2021, included installation of 3,500 lf of watermain on the west side of the road and 1,286 feet of 8-inch PVC and 755 feet of 6-inch HDPE forcemain on the east side.

Phase 2 will extend the 8-inch gravity sewer section north another 1,573 feet to the proposed lift station. The 8-inch gravity section will extend an additional 1,082 feet to the north and terminate at manhole 12 on the plans. The 6-inch sanitary forcemain will connect to the existing 6-inch forcemain located at a cleanout and extend approximately 1,742 feet to the proposed lift station.

The flow estimate for this project is 71,470 gallons per day. The proposed sanitary sewer will result in new flow to the WLSSD Rice Lake force main and WLSSD Hermantown Interceptor. The future projected flows for both phases of the project are included in table on the cover letter provided by the applicant.

Rice Lake is presently in compliance with WLSSD's Ordinance Establishing Standards for Reduction of Inflow and Infiltration. The City will be responsible for future operation and maintenance of the proposed sewer utility.

RECOMMENDATION

The Operations & Planning Committee recommends that the WLSSD Board of Directors approve Rice Lake's sewer extension request.

April 18, 2023

Dan Belden
Sr. Planner
WLSSD
2626 Courtland St
Duluth, MN 55806

Re: City of Rice Lake, Rice Lake Rd utility extension project description

Dear Dan:

The Rice Lake Rd utility extension project is located in the Rice Lake Rd right of way from Martin Rd extending northward approximately 3500 feet. The phase 1 project included installation of 3500 lf of watermain on the west side of the road and 1286 lf of 8" gravity sanitary sewer and 755 lf of 6" sanitary forcemain located on the east side of Rice Lake Rd.

For this portion of the project, the 8" gravity sewer section will extend from the existing MH on the plans north approximately 1,573 lf to the proposed lift station. The 8" gravity section will extend an additional 1,082 lf to the north and terminate at MH 12 on the plans. The 6" sanitary forcemain will connect to the existing 6" forcemain located at a cleanout near the existing sanitary MH and extend approximately 1,742 lf. The 6" forcemain will extend to the proposed lift station. Four low pressure connections will be made under Rice Lake Rd at 4961 Rice Lake Rd, Parcel 520-0017-00655, 4989 Rice Lake Rd, and 5021 Rice Lake Rd.

Attached is a map showing the area to be served by the future lift station along with the chart below outlining expected flows.

Land Use		Acres/ Residents	Sewer Rate	Sewer Flows
Public	n/a			
Commercial	gal/ac	112.32	1,000	112,320
Industrial	gal/ac	10.01	1,000	10,010
Rural Residential 1	gpcd	287	75	21,485
Rural Residential 2	gpcd	19	75	1,410
Rural Residential Pending PUD MUR	gpcd	124	75	9,280
Rural Residential Pending PUD COMM	gal/ac	22.59	1,000	22,590
Total Flow	gpd			177,095
Peaking Factor				3.6
Total Peak Hour Flow	gpd			637,542
	gpm			443

Abbreviations: gal/ac = gallons per acre
gpcd = gallons per capita per day
gpd = gallons per day
gpm = gallons per minute

332 W. Superior Street
Suite 600
Duluth, MN 55802

P (218) 722-3915
TF (800) 777-7380
F (218) 722-4548

www.msa-ps.com

Sanitary Sewer Extension Permit Application Western Lake Superior Sanitary District (WLSSD)



Address: 2626 Courtland Street – Duluth, MN 55806-1894

Phone: 218-722-3336

Fax: 218-727-7471

Web: www.wlssd.com

Instructions for Application Submittal

- Submit completed application and required supporting documents and fees to: *Western Lake Superior Sanitary District, ATTN: Planning Department, 2626 Courtland Street, Duluth, MN 55806-1894*
- WLSSD Sanitary Sewer Extension Permit Application can be found at: <https://wlssd.com/doing-business/sewer-extensions/modifications/>
- Applications must be submitted a minimum of 14 days prior to scheduled WLSSD Planning Committee meetings (typically 3rd Tuesday of each month) in order to be on the meeting agenda
- A completed Minnesota Pollution Control Agency (MPCA) Sanitary Sewer Extension Permit Application and supporting documents must be submitted along with the WLSSD application form. Information on the MPCA application can be found at: <https://www.pca.state.mn.us/water/wastewater-permit-forms>
- A WLSSD staff review will be conducted upon receipt of the completed applications. Incomplete applications will be returned to applicant for resubmittal
- Completed applications will be reviewed by the WLSSD Planning Committee and if approved forwarded to the full WLSSD Board of Directors for consideration. The WLSSD Board convenes at 5:00 P.M. on the third or fourth Monday of the month in the WLSSD Administration Building at 2626 Courtland Street, Duluth MN. The complete District Board meeting schedule can be found at www.wlssd.com
- Should the WLSSD Board approve the extension request, the applications and fees will be forwarded by WLSSD to the MPCA for review
- Should the WLSSD deny the application it will be returned to the applicant stating the reasons for denial

Information for Question #2 on MPCA Sanitary Sewer Extension Permit Application (Connections and Flow Components)

- 2A. Design Average Wet Weather (AWW) flow: **48.4 MGD**
- 2B. Actual current annual average daily flow received in the past 12 months: **33.19 MGD**
- 2C. Percent of design flow: **68.6%**

Project Contact Information

1. Project Title: Rice Lake Utility Extension

2. Project Proposer Contact:

Contact Name: Toni Blomdahl
Title: City Clerk
Name of Firm/Organization: City of Rice Lake
Address: 4107 Beyer Rd, Duluth, MN 55803
Phone: 218-249-0733
Email: TBlomdahl@ricelakecitymn.com

3. Design Engineer Contact:

Contact Name: Jon Loye
Title: Sr. Project Manager
Name of Firm/Organization: MSA Professional Services
Address: 332 W Superior St, Ste 600
Phone: 218.499.3176
Email: jloye@msa-ps.com

4. Authorized City/Township/Sanitary District Contact:

Contact Name: Toni Blomdahl
Title: City Clerk
Name of Firm/Organization: City of Rice Lake
Address: 4701 Beyer Road
Phone: 218-249-0733
Email: TBlomdahl@ricelakecitymn.com

Proposed Project Details

1. Description of Proposed Project:

Installation of approximately 2655 lf of 8" gravity sewer and 1742 lf of 6" sanitary forcemain on the east side of Rice Lake Rd. If funding allows, up to 1775 lf of 10" watermain will be installed on the south side of Martin Rd from Rice Lake Road to Stavenger Rd.

2. Location of Proposed Project:

The project starts approximately 1100' north of Martin Road on Rice Lake Road in Rice Lake, MN. The project extends north along Rice Lake Rd approximately 2600 lf. Proposed utilities will be in the right of way of Rice Lake Rd, or in the case of the lift station, on City of Rice Lake property.

3. Describe the existing and future areas to be served by this extension:

Four existing businesses along Rice Lake Rd will be served by this extension along with several residential properties. This project is expected to provide municipal sewer to future commercial businesses that may connect into the sanitary sewer. See the attached map of the proposed lift station service area for additional information.

4. Describe how this project is consistent with local land use plans:

St. Louis County is planning improvements to Rice Lake Rd as more development is brought to the corridor. This project will provide infrastructure for continued development along Rice Lake Rd.

5. Where will the proposed flow enter into the WLSSD collection system?

Ridgeview Road near the intersection with Rice Lake Rd.

6. Who will be responsible for future operations and maintenance of the new sewer infrastructure?

The City of Rice Lake will maintain the sewer.

Information Required for a Complete Application

- ☒ Completed and signed WLSSD application form
- ☒ Completed and signed Minnesota Pollution Control Agency (application and required fee)
- ☒ Completed and attached *MPCA Design Flow and Loading Determination Worksheets*
<https://www.pca.state.mn.us/sites/default/files/wq-wwtp5-20a.xlsx>

Certifications

Project Engineer

"My signature verifies this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. The information submitted is to the best of my knowledge and belief, true, accurate and complete."

Signature: _____

Printed Name: Jon Loye License # 52222

Date: 3/14/2023

City or Township Representative:

I certify that:

- The proposed sewer extension is consistent with local community development/comprehensive plans
- The municipality is compliant with its Permitted Peak Flow and the WLSSD Inflow and Infiltration Ordinance
- The proposed sewer extension meets the requirements of the municipalities local sewer use ordinance with regard to management of fats, oils and grease (FOG)

"My signature, or the signature of a delegated official, represents the approval of this project's connection to the sewer system under my jurisdiction and is compliant with the statements above"

Signature: Toni Blomdahl

Printed Name: Toni Blomdahl

Date: 4/18/2023

WLSSD CHECKLIST FOR SANITARY SEWER DESIGN SUBMITTALS

PROJECT LOCATION: RICE LAKE, MN _____
PROJECT TITLE: RICE LAKE LIFT STATION AND UTILITIES EXTENSION

<u>Check Off (✓)</u>	<u>Description</u>	<u>Comments</u>
<u>x</u>	1. General conformance with City Engineers Association of Minnesota Standard Utilities Specifications (CEAM)	
<u>x</u>	2. Conformance with Municipal Peak Flow Standard	
	3. CEAM Section 2600 – Excavation/Restoration	
<u>x</u>	a. Materials and foundation support	
<u>x</u>	b. Construction Requirements including general provisions, materials disposal/reuse foundation requirements, and excavation limits/requirements. <ul style="list-style-type: none"> • Excavate 4" below proposed invert for granular bedding of pipe. • Width of pipe plus 2 ft for trench bottom • Sheet piling, shoring, and bracing per applicable regulations. 	
<u>x</u>	c. Trenchless installation requirements for jacking, boring, or tunneling, if applicable.	
<u>x</u>	d. Restoration to existing conditions including pavement and turf.	
<u>x</u>	e. Maintenance and final cleanup requirements	
	4. CEAM Section 2621 – Sewer Installation	
<u>x</u>	a. Pipe materials conformance: Indicate type 8" PVC, SDR 35, precast MH, CB, and casting conformance.	
<u>x</u>	b. Pipe installation requirements including placement, connection, appurtenances, structures, testing, and inspection.	
<u>x</u>	c. Testing Requirements <ul style="list-style-type: none"> • Leakage testing by Air Test Method or Hydrostatic Method. • Deflection Test for flexible pipe. 	

- Remedies for test failures.

5. Supplemental Requirements (See Attached)

- | | |
|-----------------------------------|---|
| <u> x </u>
<u> </u> | a. Full time inspection conformance, if applicable |
| <u> x </u>
<u> </u> | b. CCTV inspection conformance |
| <u> x </u>
<u> </u> | c. Trench backfill materials, compaction and testing |
| <u> x </u>
<u> </u> | d. Manhole installation: <ol style="list-style-type: none"> 1. Flexible boot connectors for precast. 2. Coatings for MH interiors (High Corrosion). 3. Rim elevations match finish pavement. 4. Connections to existing MH. |
| <u> x </u>
<u> </u> | e. Leakage testing of manholes (hydrostatic or vacuum) |

ENGINEER

Signature:  Reg. No. 52222

Printed: Jon Loye

Sanitary Sewer Extension Permit Application

NPDES/SDS Permit Program

National Pollutant Discharge Elimination System (NPDES)/
State Disposal System (SDS) Permit Program

Doc Type: Permit Application

Information required for a complete application

Project information packet must include the following: To be considered a complete application, **all** of the following items must be included, or it will be deemed incomplete and **returned**. (Check the boxes to indicate that the information has been included.)

- ☒ Completed and properly signed *Application Form*. All questions must be answered and all necessary signatures included.
- ☒ Completed and executed *Design Certification for Sanitary Sewer Extension Plans and Specifications*.
- ☒ A location map or project site plan showing the area in which project construction will occur. The map shall be on 8½ x 11" paper. Please list the city of project location.
- ☒ [Environmental Review Pre-Screening Form](http://www.pca.state.mn.us/xgqx692) (p-ear1-08) found on the Minnesota Pollution Control Agency (MPCA) website at <http://www.pca.state.mn.us/xgqx692>.

MPCA Use Only	
AI ID #:	
SI ID#	
Date received:	
Check number:	
Facility name:	
SWX #:	
City:	
Fee:	<input type="checkbox"/> \$310 <input type="checkbox"/> \$620 <input type="checkbox"/> \$930

Required application fee (See below for fee calculation). Please make checks payable to: Minnesota Pollution Control Agency. Please check the box corresponding to the flow increase due to this project and include the applicable application fee. This value should correspond with the answer to question 1e.

- ☒ 0-0.1 MGD (1 point = \$310) ☐ >0.1-1.0 MGD (2 points = \$620) ☐ >1.0 MGD (3 points = \$930)

The following information may be required for your project:

Check the appropriate boxes if the information is required and included with your project information packet.

- ☒ Project is served by a Sanitary Sewer District or another city's wastewater treatment facility (WWTF).

Note: For projects connecting to a Metropolitan Council Environmental Services (MCES) facility, go to MCES website: [http://www.metrocouncil.org/Wastewater-Water/Services/Wastewater-Treatment-\(1\)/Sanitary-Sewer-Permits.aspx?source=child](http://www.metrocouncil.org/Wastewater-Water/Services/Wastewater-Treatment-(1)/Sanitary-Sewer-Permits.aspx?source=child)

Approval letter from MCES must be submitted with application to MPCA.

If above box is checked, one of the following boxes must also be checked:

- ☐ Authorized signature is included in signature 4 on signature page.
- ☐ Approval letter from Sanitary Sewer District or WWTF is attached.

Project information

Project title: Rice Lake Lift Station and Sanitary Sewer Extension

What city is the project primarily located: Rice Lake What county is the project primarily located: St Louis

What collection system will the project connect to: Rice Lake

- (This is usually the municipality that owns the sanitary sewer collection system.)

What wastewater treatment plant is the collection system named above connected to: WLSSD

- (The municipality that owns the collection system may have their own treatment plant or could be connected to wastewater treatment plant owned by another city or sanitary district.)

Have all questions on the *Design Certification for Sanitary Sewer Extension Plans and Specifications* been answered as "yes" or "NA"? ☒ Yes ☐ No

Are you pursuing Clean Water Revolving Fund financial assistance? ☐ Yes ☒ No

If yes, plans and specifications must be submitted for MPCA review.

MPCA information

For additional information and forms see the MPCA's website at <http://www.pca.state.mn.us/enzg915> or by contacting the MPCA at 651-296-6300 or toll-free at 800-657-3864. You can also contact the Municipal Wastewater Section staff assigned to the city the project is in. A directory of office locations can be found at: <http://www.pca.state.mn.us/about/regions/index.html>.

Send project information packet to: **Fiscal Services – 6th floor**, Minnesota Pollution Control Agency
520 Lafayette Road North, St. Paul, MN 55155

Note: No project construction may begin until you are in receipt of the required permit(s) issued by the MPCA and as defined by law under Minn. Stat. § 115.07, subd. 3.

Contact information

All four contacts type fields must be completed. The same individual may be used for multiple types.

1. Project proposer name:

Contact name: Toni Blomdahl Title: City Clerk
Name of firm or organization: City of Rice Lake
Mailing address: 4107 W Beyer Rd
City: Duluth State: MN Zip code: 55803
Phone: 218.249.0733 Email: tblomdahl@ricelakecitymn.com
The proposer is the entity requesting consideration for the construct of the project. The proposer is often a developer or other private entity that is not the Permittee and will not be the ultimate owner of the sewer system. The Permittee, which is usually the municipality, may also propose projects.

2. Design engineer name for the project sewer system:

Contact name: Jon Loye Title: Sr. Project Manager
Name of firm or organization: MSA
Mailing address: 332 W Superior St, Ste 600
City: Duluth State: MN Zip code: 55802
Phone: 218.499.3176 Email: jloye@msa-ps.com

3. Permittee authorized representative (collection system) contact information:

Contact name: Toni Blomdahl Title: City Clerk
Name of firm or organization: Rice Lake
Mailing address: 4107 W Beyer Rd
City: Duluth State: MN Zip code: 55803
Phone: 218.249.0733 Email: tblomdahl@ricelakecitymn.com

4. WWTP authorized representative contact information:

Contact name: Dan Belden Title: Sr Planner
Name of firm or organization: WLSSD
Mailing address: 2626 Courtland St
City: Duluth State: MN Zip code: 55806
Phone: 218.722.3336 Email: dan.belden@wlssd.com

Connections and flows components

Complete these items with respect to how many connections are being requested for the proposed project. Project component types are defined as residential, commercial, industrial, and other. (Projects are often described in different ways, so the parameters have been selected as common quantities. **Acres** means the total area of the proposed project; **Lots** means the number of individual properties the area will be divided into, and **REU** means 'Residential Equivalent Unit', or unit equivalent to one home):

1. Project components

a. Residential

Number of homes: 6
Design flow per home:
(gallons per day per home) 260
Total residential flow from project:
(gallons per day) 1560
Total residential BOD₅ from
proposed project: (pounds per day) 2.9

b. Commercial

Number of commercial components 69.91 Units (check only one): ☒ Acres ☐ Lots ☐ REU
Design flow per component (gallons per day per component): 1000
Total commercial flow from project (gallons per day): 69910
Total commercial BOD₅ from proposed project (pounds per day): 128.3

c. Industrial

Number of industrial components _____ Units (check only one): ☐ Acres ☐ Lots ☐ REU

Design flow per component (gallons per day per component): _____

Total industrial flow from project (gallons per day): _____

Total industrial BOD₅ from proposed project (pounds per day): _____

d. Other

Number of other components _____ Units (check only one): ☐ Acres ☐ Lots ☐ REU

Design flow per component (gallons per day per component): _____

Total flow from other project components (gallons per day): _____

Total BOD₅ from other project components (pounds per day): _____

e. Proposed total design flow (Sum of all components types listed above) (gallons per day): 71470

f. Proposed total design BOD₅ (Sum of all component types listed above) (pounds per day): 131.2

2. Specification of the WWTF where flow will be treated (Contact the WWTF for current specifications.)

a. Design Average Wet Weather flow (AWW) (use *design average flow if AWW not available*): _____ **48.4** MGD

b. Actual current annual average daily flow received in the past 12 months: _____ **34.16** MGD

c. Percent of design flow (b ÷ a) x 100: _____ **70.6** %

Certification and signature

Federal Regulations (40 CFR Part 122.22) and State Regulations (Minn. Rule 7001.0060) require all permit applications to be signed as follows:

- A. For a corporation: by a responsible corporate officer. For the purpose of this permit, a responsible corporate officer means:
- 1) A president, secretary, treasurer or vice president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation.
 - 2) The manager of one or more manufacturing, production or operating facilities employing more than 250 persons or having a gross annual sales or expenditures exceeding 425 million, if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
- B. For a partnership or sole proprietorship: by a general partner or the proprietor, respectively.
- C. For a municipality, county or other political subdivision: by a principal executive officer or ranking elected official.
- D. For a state, federal or other public agency/agents: by a commissioner, assistant or deputy commissioner; director, assistant or deputy director.

1. Project proposer's signature

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Print name: Toni Blomdahl

Title: City Clerk

Signature: Toni Blomdahl

Date (mm/dd/yyyy): 4/18/2023

2. Design engineer's certification and signature

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Print name: Jon Loye

Title: Sr. Project Manager

Authorized signature: [Signature]

Date (mm/dd/yyyy): 3/14/2023

PE Registration No.: 52222

3. Permittee's approval

"My signature, or the signature of a delegated official, represents the approval of this project's connection to the sewer system and/or wastewater treatment facility under my jurisdiction. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment."

Print name: Toni Blomdahl

Title: City Clerk

Signature: Toni Blomdahl

Date (mm/dd/yyyy): 4/18/2023

4. Sanitary district or WWTF approval - Authorized municipal official signature (or delegated authority) from sanitary sewer district or municipality, if different than permittee.

"My signature, or the signature of a delegated official, represents the approval of this project's connection to the sewer system and/or wastewater treatment facility under my jurisdiction. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment."

If the sanitary sewer district or regional treatment authority has provided project approval under a separate process, a copy of that approval letter may be submitted with this application in place of this signature.

Print name: Dan Belden

Title: Sr. Planner

Authorized signature: _____

Date (mm/dd/yyyy): _____

Design certification for sanitary sewer extension plans and specifications

Title of plans and specifications: _____

All sanitary sewer extensions shall be designed according to the latest version of the following recommendations, specifications, and guidelines (specific MPCA guidelines take precedence over other documents):

- *Recommended Standards for Wastewater Facilities*, Great Lakes – Upper Mississippi River Board of State and Provincial Public Health and Environmental Managers. (Ten States Standards)
- *Standard Utilities Specification*, City Engineers Association of Minnesota.
- *Design Flow and Loading Determination Guidelines*, Minnesota Pollution Control Agency.

Sewer pipe:

Yes	No	N/A	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Does the project only include work on a lift station or pump station? If yes, go to questions No. 24.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Are all sewers designed without an overflow or bypass point?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Are all gravity sewers at least eight inches in diameter? (<i>Answer N/A only if there are no gravity sewers.</i>)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Are all sewers sufficiently deep to receive wastewater from basements and to prevent freezing, or is insulation provided for sewers that are not placed at a depth to prevent freezing?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. Is all nonconductive sewer pipe designed to be installed with a locate wire or equally effective means of marking the location in accordance with Minn. R. 7560.0150? Additional information for this rule can be obtained from the Minnesota Office of Pipeline Safety website at https://dps.mn.gov/divisions/ops/Pages/default.aspx or by calling 651-296-9636.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. If there are sewers that cross or enter any water body, has the Minnesota Department of Natural Resources (DNR) been contacted to determine if the project will require a permit for construction? (<i>Answer N/A only if there are no sewers located in a water body.</i>)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. If the project has the potential to adversely impact wetlands, has a permit or approval from another official statewide program (U.S. Army Corps of Engineers, DNR, or Minnesota Wetlands Conservation Act) been issued to specifically address the project? (<i>Answer N/A only if there are no impacts to wetlands.</i>)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. Do the design plans and specification contain specific size and location requirements for reaction blocking or pipe restraint to withstand water hammer and other cyclic reversal of stresses associated with lift station operation? (<i>Answer N/A only if there are no pressure sewers.</i>)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. Is there an air relief or vacuum relief valve provided at all high points in force mains? (<i>Answer N/A only if there are no pressure sewers.</i>)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	9. Are grinder pumps or other solids removal equipment included for any force main that is less than 4 inches in diameter? (<i>Answer N/A only if there is no pressure sewer or force main less than 4 inches.</i>)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10. Are all sewers designed with mean velocities when flowing full, of at least 2.0 feet per second, based on Manning's formula using an "n" value of 0.013?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11. Is the slope of 8-inch diameter gravity sewer at least 0.40 percent; 10-inch diameter sewer at least 0.28 percent; 12-inch diameter sewer at least 0.22 percent; 14-inch diameter sewer at least 0.17 percent; 15-inch diameter sewer at least 0.15 percent; 16-inch diameter sewer at least 0.14 percent; and 18-inch diameter sewer at least 0.12 percent? The pipe diameter and slope shall be selected to obtain the greatest practical velocities to minimize settling problems. Oversizing sewers to achieve flatter slopes should not be done. If proposed slopes are less than those listed above, what is the depth of flow and velocity of flow at the average wet weather flow and peak hourly wet weather flow (PHWW) for affected pipe sections?

Sewer pipe (continued):

Yes	No	N/A	
			If sewer grades are less than those listed above, sedimentation problems, frequent sewer maintenance, and backups may result. All sewers with a slope less than the minimums listed above must be cleaned at least once per year to ensure problems to not develop and to develop a site specific maintenance interval. <i>(Answer N/A only if no gravity sewer.)</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>		12. Are individual service connections to the sewer designed to be water tight and do not protrude into the sewer?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		13. Are all gravity and pressure sewer pipes and water supply pipe separated horizontally by at least 10 feet and vertically by at least 1.5 feet when crossing? If these separation distances cannot be obtained, has approval from the Minnesota Department of Health (MDH) and/or the Department of Labor and Industry (DLI) been granted.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	14. Has an application for water supply and/or building sewer construction been submitted to the MDH or DLI? <i>(Answer N/A only if there is no water supply piping included with this project.)</i> Any project that involves the construction of water supply pipes may also require a permit from the MDH or the DLI. For additional information refer to the MDH website at http://www.health.state.mn.us/divs/eh/water/index.html or the DLI website at http://www.dli.mn.gov/CCLD/Plumbing.asp .
<input checked="" type="checkbox"/>	<input type="checkbox"/>		15. Has an inventory of all wells on all properties in the project area been completed, and will all wells be at least 50 feet from buried sewers, lift stations and grinder stations, as required by Minn. R. ch. 4725 (Minnesota Well Code)? For more information on well setbacks and exceptions to the 50-foot requirement, refer to the MDH website at http://www.health.state.mn.us/divs/eh/wells/index.html or contact the MDH Well Management Section at 651-201-4600 or 1-800-383-9808.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16. Are all manholes at least 48 inches in diameter? <i>(Answer N/A only if there are no manholes.)</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17. Are all manholes constructed to prevent surface water run off from entering through the cover? <i>(Answer N/A only if there are no manholes.)</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	18. Are drop manholes used at locations where the sewer pipe enters the manhole at an elevation of 24 inches or more above the manhole invert? <i>(Answer N/A only if sewer pipes enter at an elevation less than 24 inches.)</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	19. Is the spacing between manholes 400 feet or less or if the spacing is greater than 400 feet, do operation and maintenance personnel have access to adequate cleaning equipment that can accommodate the spacing? <i>(Answer N/A only if all pressure sewer.)</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>		20. Will a leakage test be performed to demonstrate watertightness of the sewer pipes?
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	21. Will a deflection test be performed on all plastic gravity sewer after the pipe has been in place for at least 30 days? <i>(Answer N/A only if televising or other method is used instead.)</i>
<input checked="" type="checkbox"/>		<input type="checkbox"/>	22. Will sewer line televising be performed? <i>(Answer only as Yes or N/A.)</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>		23. Have questions No.1 through No. 22 been answered as Yes or N/A?

Lift stations:

Yes	No	N/A	
<input checked="" type="checkbox"/>		<input type="checkbox"/>	Does the project include any work on a lift station? <i>(Answer N/A only if there is no work on a lift station as part of this project and proceed to question No. 46 and answer Yes.)</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>		24. Will the lift station be fully operational and accessible during a 25-year flood?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		25. Will the lift station structural, electrical and mechanical equipment be protected from physical damage during at 100-year flood?
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	26. Where high ground water conditions are anticipated, has the buoyancy of the lift station structure been considered and adequate provisions made to protect the structures? <i>(Answer N/A only if high ground water conditions are not anticipated.)</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	27. Are wet wells and dry wells completely separated and common walls are gas tight? <i>(Answer N/A only if no dry well is included)</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>		28. Are multiple pumps provided such that with any unit out of service, the remaining units have capacity to handle the design peak hourly wet weather flow?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		29. Are all pumps capable of passing spheres of at 3 inches in diameter?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		30. Are all pump suction and discharge openings at least 4 inches in diameter?

Lift stations (continued):

Yes	No	N/A		
<input checked="" type="checkbox"/>	<input type="checkbox"/>		31.	Are all electrical components in raw wastewater wet wells in compliance with National Electrical Code requirements for Class I Group D, Division 1 locations?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		32.	There are no bypass or overflow pipes from the wet well?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		33.	Are suitable shutoff and check valves placed on the discharge line of each pump?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		34.	Are check valves located between the shutoff valve and the pump?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		35.	Are check valves placed in the horizontal position, except ball valves which may be placed vertically?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		36.	Are shutoff and check valves for submersible pump lift stations located in a separate valve pit? If a separate valve pit is not provided, are all valves easily accessible for maintenance?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	37.	If a drain line is provided between a valve pit or dry well and a wet well, is the drain line equipped with a gas and water tight valve or extended below the low water level in the wet well to prevent entry of hazardous gases to the valve pit? (Answer N/A only if a drain line is not included.)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	38.	If continuous wet well ventilation is provided, are at least 12 complete air changes per hour provided? (Answer N/A only if submersible pump lift station.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	39.	If intermittent wet well ventilation is provided, are at least 30 complete air changes per hour provided? (Answer N/A only if submersible pump lift station.)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	40.	If continuous dry well ventilation is provided, are at least 6 complete air changes per hour provided? (Answer N/A only if submersible pump lift station.)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	41.	If intermittent dry well ventilation is provided, are at least 30 complete air changes per hour for 10 minutes and 6 complete air changes per hour thereafter provided? (Answer N/A only if submersible pump lift station.)
<input checked="" type="checkbox"/>	<input type="checkbox"/>		42.	Are provisions for flow measurement provided? Type: runtime meter
<input checked="" type="checkbox"/>	<input type="checkbox"/>		43.	Are a sufficient number of running time meters provided to record when each pump is running and when multiple pumps are running at the same time?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		44.	Is an appropriate alarm system provided to indicate power failure, pump failure, unauthorized entry, or other malfunction? Type of alarm: red light
<input checked="" type="checkbox"/>	<input type="checkbox"/>		45.	Are provisions included for emergency operation to prevent the bypassing or backup of sewage? Emergency pumping capability may be accomplished by connection to at least two independent utility substations, or by provision of portable or in-place electrical generation, or by portable pumping equipment? Type: red light
<input checked="" type="checkbox"/>	<input type="checkbox"/>		46.	Have questions No. 24 through No. 45 been answered as Yes or N/A?

Fast track certification statement (Do not submit plans and specifications)

☒ Yes - "I certify under penalty of law that I am a licensed professional engineer and that this document was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

By typing my name in the following box I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing my application.

Print name: Jon Loye

Title: Sr. Project Manager

Signature: ☐ Check if document has been electronically signed.

Date (mm/dd/yyyy): 3/14/2023

PE Registration No.: 52222

Justification for questions answered "No" (attach additional pages if needed):

Section number	Justification for variation

Environmental review
pre-screening form
Environmental Review Program

Doc Type: Environmental Review Checklist

Instructions: The following questions are designed to help you and the Minnesota Pollution Control Agency (MPCA) staff determine if your project requires environmental review before proceeding with the permitting process. If you need help with this form or have questions about environmental review, please contact MPCA staff at 651-296-6300 or via email at Env.Review.PCA@state.mn.us.

Submittal: To avoid unnecessary and costly delays in your project, **complete and submit this form with your permit application** to: Env.Review.PCA@state.mn.us. After you submit this form, you will be notified by the MPCA regarding the need to conduct environmental review on your project.

Important note: Under Environmental Quality Board Rules, a project may not begin construction and no final government decisions may be made to grant a permit, approve a project, or begin a project until the environmental review process is complete.

Part A: Permitting informationName of project: Rice Lake Utility Extension ProjectCity: Rice LakeCounty: St. LouisContact name: Jon LoyeContact phone number: 218.499.3176Email address: jloye@msa-ps.com

- 1) List all MPCA permit(s) that may be needed for this project:

Sanitary Sewer Lift Station and Sewer Extension Permit

- 2) Is this permit application for reissuance
- only**
- * of an existing permit?
- ☐
- Yes
- ☒
- No

If this project involves any physical alterations, construction projects or operational changes to the facility or process you must answer **No.*

Part B: Environmental Review

- | | Yes | No |
|---|--------------------------|-------------------------------------|
| 1) Are you required to prepare, are you preparing, or have you completed an EAW, EIS, Alternative Urban Areawide Review (AUAR), or Federal Environmental Assessment (EA) for any responsible governmental unit (RGU) other than the MPCA (e.g., city, township, county, state or federal agency) as part of this project? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

If yes, please identify the following:

RGU: _____

Type of Environmental Review document (EAW, EA, EIS, AUAR): _____

Other (specify): _____

If you answered "Yes" to either of the above questions, you are finished.

Please submit this form to the MPCA along with the permit application.

**If you answered "No" to both of the above questions,
please complete the remainder of the form, both Part C and D.**

When completed, please submit this form to the MPCA along with the permit application.

Part C: MPCA environmental review mandatory thresholds (Minn. R. 4410.4300 and 4410.4400)

Answer each question to determine if your project meets or exceeds the mandatory thresholds for environmental review.
Does your project consist of:

		Yes	No
Subp. 2	Construction or expansion of a nuclear fuel or nuclear waste processing facility?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 3	Construction of an electric power generating plant and associated facilities designed for or capable of operating at a capacity of 25 megawatts or more but less than 50 megawatts and for which an air permit from the MPCA is required?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 4	Construction of a new or expansion of an existing petroleum refinery? If yes, complete Q1 and Q2.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q1: Are you constructing a new petroleum refinery?	<input type="checkbox"/>	<input type="checkbox"/>
	Q2: Are you expanding an existing petroleum refinery that increases its capacity by 10,000 or more barrels per day?	<input type="checkbox"/>	<input type="checkbox"/>
Subp.5A	Construction of a facility for the conversion of coal, peat, or other biomass sources to a gaseous, liquid, or solid fuel (this includes anaerobic digesters)? If yes, complete Q1.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q1: Are you constructing a facility for the conversion of coal, peat, or biomass sources to gaseous, liquid, or solid fuels if that facility has the capacity to utilize 25,000 dry tons or more per year of input?	<input type="checkbox"/>	<input type="checkbox"/>
Subp. 5B	Construction of a facility for the production of alcohol fuels? If yes, complete Q2 - Q4.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q2: Are you constructing a new fuel conversion facility for the production of alcohol fuels that would have the capacity to produce 5,000,000 or more gallons per year of alcohol?	<input type="checkbox"/>	<input type="checkbox"/>
	Q3: Are you constructing or expanding an alcohol fuel production facility located in the seven-county metro area that would have or would increase its capacity by 50,000,000 or more gallons per year?	<input type="checkbox"/>	<input type="checkbox"/>
	Q4: Are you constructing or expanding an alcohol fuel production facility located outside the seven-county metro area that produces more than 125,000,000 gallons per year?	<input type="checkbox"/>	<input type="checkbox"/>
Subp.8A	Construction or expansion of a coal transfer facility? If yes, complete Q1 and Q2.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q1: Are you constructing a facility designed for or capable of transferring 300 tons or more of coal per hour or with an annual throughput of 500,000 tons of coal from one mode of transportation to a similar or different mode of transportation?	<input type="checkbox"/>	<input type="checkbox"/>
	Q2: Are you expanding an existing facility designed for or capable of transferring 300 tons or more of coal per hour or with an annual throughput of 500,000 tons of coal from one mode of transportation to a similar or different mode of transportation?	<input type="checkbox"/>	<input type="checkbox"/>
Subp. 8B	Construction or expansion of a hazardous materials transfer facility? If yes, complete Q3 and Q4.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q3: Are you constructing a new facility for the bulk transfer of hazardous materials with the capacity of 10,000 or more gallons per transfer and is the facility is located in a shoreland area, delineated flood plain, a state or federally designated wild and scenic rivers district, Minnesota River Project Riverbend area, or the Mississippi headwaters area?	<input type="checkbox"/>	<input type="checkbox"/>
	Q4: Are you expanding an existing facility, by 50 percent or more, for the bulk transfer of hazardous materials with the capacity of 10,000 or more gallons per transfer and is the facility is located in a shoreland area, delineated flood plain, a state or federally designated wild and scenic rivers district, Minnesota River Project Riverbend area, or the Mississippi headwaters area?	<input type="checkbox"/>	<input type="checkbox"/>
Subp. 10A	Construction or expansion of a storage facility for coal? If yes, complete Q1.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q1: Are you constructing or expanding a facility designed for or capable of storing more than 7,500 tons of coal or with an annual throughput of more than 125,000 tons of coal?	<input type="checkbox"/>	<input type="checkbox"/>
Subp. 10B	Construction of a facility for the storage of hazardous materials? If yes, complete Q2.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q2: Are you constructing a new major facility, as defined in Minn. R. 7151.1200 that results in a designed storage capacity of 1,000,000 gallons or more of hazardous materials?	<input type="checkbox"/>	<input type="checkbox"/>
Supb. 10C	Expansion of a facility for the storage of hazardous materials? If yes, complete Q3 and Q4.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 10D			
	Q3: Are you expanding an existing major facility, as defined in Minn. R. 7151.1200, with a designed storage capacity of 1,000,000 gallons or more of hazardous materials and the expansion adds a net increase of 1,000,000 gallons or more of a hazardous material?	<input type="checkbox"/>	<input type="checkbox"/>
	Q4: Are you expanding a facility that has less than 1,000,000 gallons in total designed storage capacity of hazardous materials when the net increase in designed storage capacity results in 1,000,000 gallons or more of hazardous materials?		

		Yes	No
Subp. 10H	Construction or expansion of a facility that will store silica sand? If yes, complete Q4.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q4: Are you constructing a facility designed for or capable of storing on a single site 7,500 tons or more of silica sand or has an annual throughput of more than 200,000 tons of silica sand?	<input type="checkbox"/>	<input type="checkbox"/>
Subp. 13	Construction or expansion of a paper or pulp processing facility? If yes, complete Q1 and Q2.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q1: Are you expanding an existing paper or pulp processing facility that will increase its production capacity by 50 percent or more?	<input type="checkbox"/>	<input type="checkbox"/>
	Q2: Are you constructing a new paper or pulp processing facility?	<input type="checkbox"/>	<input type="checkbox"/>
Subp. 15	Construction or modification of a stationary source of air emissions resulting in an increase in air emissions or greenhouse gases? If yes, complete Q1 and Q2.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q1: Are you constructing or modifying a stationary emission source that will emit 250 tons per year or more of a single air pollutant after the installation of air pollution control equipment?	<input type="checkbox"/>	<input type="checkbox"/>
	Q2: Are you constructing or modifying a stationary source facility that generates a combined 100,000 tons or more per year of greenhouse gas emissions, expressed as carbon dioxide equivalents, after the installation of air pollution control equipment?	<input type="checkbox"/>	<input type="checkbox"/>
Subp. 16	Construction or expansion of a hazardous waste disposal facility? If yes, complete Q1 – Q5.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q1: Are you constructing or expanding a hazardous waste disposal facility?	<input type="checkbox"/>	<input type="checkbox"/>
	Q2: Are you constructing a new facility for hazardous waste storage or treatment that is generating or receiving 1,000 kilograms or more per month of hazardous waste or one kilogram or more per month of acute hazardous waste?	<input type="checkbox"/>	<input type="checkbox"/>
	Q3: Are you expanding an existing facility for hazardous waste storage or treatment that increases its capacity by 10 percent or more?	<input type="checkbox"/>	<input type="checkbox"/>
	Q4: Are you constructing or expanding a facility that sells hazardous waste storage services to generators other than the owner and operator of the facility or a facility at which a generator's own hazardous wastes will be stored for a time period in excess of 90 days and the facility is located in a water-related land use management district, or in an area characterized by soluble bedrock?	<input type="checkbox"/>	<input type="checkbox"/>
	Q5: Are you constructing or expanding a hazardous waste disposal, storage or treatment facility in a water-related land use management district or in an area characterized by soluble bedrock?	<input type="checkbox"/>	<input type="checkbox"/>
Subp. 17	Construction or expansion of a mixed municipal solid waste disposal, transfer, energy recovery, or compost facility? If yes, complete Q1 – Q9.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q1: Are you constructing a mixed municipal solid waste land disposal facility for up to 100,000 cubic yards of waste fill per year?	<input type="checkbox"/>	<input type="checkbox"/>
	Q2: Are you constructing a mixed municipal solid waste land disposal facility for 100,000 cubic yards or more of waste fill per year?	<input type="checkbox"/>	<input type="checkbox"/>
	Q3: Are you expanding by 25 percent or more of previously permitted capacity of a mixed municipal solid waste land disposal facility for up to 100,000 cubic yards of waste fill per year?	<input type="checkbox"/>	<input type="checkbox"/>
	Q4: Are you constructing or expanding a mixed municipal solid waste land disposal facility in a water-related land use management district or in an area characterized by soluble bedrock?	<input type="checkbox"/>	<input type="checkbox"/>
	Q5: Are you constructing or expanding a mixed municipal solid waste transfer station for 300,000 or more cubic yards per year?	<input type="checkbox"/>	<input type="checkbox"/>
	Q6: Are you constructing or expanding a mixed municipal solid waste energy recovery facility or incinerator, or the utilization of an existing facility for the combustion of mixed municipal solid waste or refuse-derived fuel, with a capacity of 30 or more tons per day of input?	<input type="checkbox"/>	<input type="checkbox"/>
	Q7: Are you constructing or expanding a mixed municipal solid waste compost facility or a refused-derived fuel production facility with a permitted capacity of 50 or more tons per day of input?	<input type="checkbox"/>	<input type="checkbox"/>
	Q8: Are you expanding a mixed municipal solid waste land disposal facility for 100,000 cubic yards or more of waste fill per year by at least 10 percent but less than 25 percent?	<input type="checkbox"/>	<input type="checkbox"/>
	Q9: Are you constructing or expanding a mixed municipal solid waste energy recovery facility ash landfill receiving ash from an incinerator that burns refuse-derived fuel or mixed municipal solid waste?	<input type="checkbox"/>	<input type="checkbox"/>
Subp. 18A	Expansion, modification, or replacement of a municipal sewage collection system? If yes, complete Q1 and Q2.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Subp. 18B	Q1: If you are discharging to a wastewater treatment facility with a capacity of less than 20,000,000 gallons per day, are you expanding, modifying, or replacing a municipal sewage collection system that will result in an increase in design average daily flow of 1,000,000 gallons per day or more?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

		Yes	No
	Q2: If you are discharging to a wastewater treatment facility with a capacity greater than 20,000,000 gallons per day , are you expanding, modifying, or replacing a municipal sewage collection system that will result in an increase in design average daily flow of 2,000,000 gallons per day or more?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 18C	Expansion or reconstruction of an existing municipal or domestic wastewater treatment facility? If yes, complete Q3.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q3: Are you expanding or reconstructing an existing municipal or domestic wastewater treatment facility that will result in an increase in capacity by 50 percent or more and by at least 200,000 gallons per day of its average wet weather design flow capacity?	<input type="checkbox"/>	<input type="checkbox"/>
Subp. 18D	Construction of a new municipal or domestic wastewater treatment facility? If yes, complete Q4.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q4: Are you constructing a new municipal or domestic wastewater treatment facility with an average wet weather design flow capacity of 200,000 gallons per day or more?	<input type="checkbox"/>	<input type="checkbox"/>
Subp. 18E	Expansion or modification of an existing industrial process wastewater treatment facility? If yes, complete Q5.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q5: Are you expanding or modifying an existing industrial process wastewater treatment facility that increases the facilities design flow capacity by 50 percent or more and by at least 200,000 gallons per day or more?	<input type="checkbox"/>	<input type="checkbox"/>
Subp. 18F	Construction of a new industrial process wastewater treatment facility? If yes, complete Q6.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q6: Are you constructing a new industrial process wastewater treatment facility with a design flow capacity of 200,000 gallons per day or more, or 5,000,000 gallons per month or more, or 20,000,000 gallons per year or more?	<input type="checkbox"/>	<input type="checkbox"/>
Subp. 25	Incineration of wastes containing Polychlorinated Biphenyls (PCBs)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 29	Construction or expansion of an animal feedlot facility? If yes, complete Q1 and Q2.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q1: Are you constructing an animal feedlot facility with a capacity of 1,000 animal units or more?	<input type="checkbox"/>	<input type="checkbox"/>
	Q2: Are you expanding an animal feedlot by 1,000 animal units or more? If "Yes" to Q1 or Q2, proceed to Part D. If "No", proceed to Q3.	<input type="checkbox"/>	<input type="checkbox"/>
	Q3: Are you constructing or expanding an animal feedlot facility by more than 500 animal units? If "No" to Q3, proceed to Part D. If "Yes", proceed to Q4.	<input type="checkbox"/>	<input type="checkbox"/>
	Q4: Is the existing or proposed facility located wholly or partially in any of the following sensitive locations:		
	• Shoreland or delineated floodplain?	<input type="checkbox"/>	<input type="checkbox"/>
	• A state or federally designated wild and scenic river district?	<input type="checkbox"/>	<input type="checkbox"/>
	• The Minnesota River Project Riverbend Area?	<input type="checkbox"/>	<input type="checkbox"/>
	• The Mississippi Headwaters Area?	<input type="checkbox"/>	<input type="checkbox"/>
	• A drinking water supply management area?	<input type="checkbox"/>	<input type="checkbox"/>
	• Within 1000 feet of a sinkhole, cave, resurgent spring, disappearing spring, Karst window, blind valley or dry valley?	<input type="checkbox"/>	<input type="checkbox"/>

Part D: Phased or connected actions (Minn. R. 4410.1000)

Answer each question to determine if your project could be a phased or connected action. Multiple projects and multiple stages of a single project must be considered in total when determining the need for an EAW or EIS.

		Yes	No
A.	Has a previous phase of this project been conducted in the last three years?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
B.	Are you planning an expansion or another phase of this project within the next three years?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
C.	Do you have other existing facilities or proposed projects that may affect the same geographic area as this project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	If yes, what is the linear distance between the existing facilities or proposed project(s) and this project? _____		
D.	Is this project a prerequisite for another project, whether by you or another entity?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
E.	Is this project part of a larger project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Sanitary Sewer Extension Design Certification Attachment

NPDES/SDS Program

*Doc Type: Permit Application*Title of project: Rice Lake Lift Station and Utility ExtensionWhich existing collection system will the project connect to? DuluthWhich Wastewater Treatment Plant (WWTP) is the collection system connected to? WLSSD*The information above must be the same as entered on the Project Information screen of the e-Services application.*

Project information

Project information packet must include the following:

This completed form must be attached to a sanitary sewer extension permit application that is submitted through the e-Services portal. The design engineer listed in the certification below must be the same person as the design engineer identified on the contacts screen of the e-Services application.

If any of the questions below are answered "No," provide written justification in the space provided at the bottom of this form.

All attachments for e-Services submittal must be saved in PDF format.

Clean Water Revolving Fund Projects

If the project is pursuing Clean Water Revolving Fund financial assistance, a copy of the plans and specifications must also be attached for Minnesota Pollution Control Agency (MPCA) review if not already submitted to the MPCA engineer assigned to the project.

Note: *No project construction may begin until you are in receipt of the required permit(s) issued by the MPCA and as defined by law under Minn. Stat. § 115.07, subd. 3.*

Design criteria

All sanitary sewer extensions shall be designed according to the latest version of the following recommendations, specifications, and guidelines (specific MPCA guidelines take precedence over other documents):

- *Recommended Standards for Wastewater Facilities*, Great Lakes - Upper Mississippi River Board of State and Provincial Public Health and Environmental Managers. (Ten States Standards)
- *Standard Utilities Specification*, City Engineers Association of Minnesota.
- *Design Flow and Loading Determination Guidelines*, Minnesota Pollution Control Agency.

Sewer pipe

Yes	No	N/A																																	
			If the project includes construction of sanitary sewer or force main, please complete questions 1-23.																																
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Are all sewers designed without an overflow or bypass point?																																
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Are all gravity sewers at least eight inches in diameter? (<i>Answer N/A only if there are no gravity sewers.</i>)																																
<input checked="" type="checkbox"/>	<input type="checkbox"/>		3. Are all sewers sufficiently deep to receive wastewater from basements and to prevent freezing, or is insulation provided for sewers that are not placed at a depth to prevent freezing?																																
<input checked="" type="checkbox"/>	<input type="checkbox"/>		4. Is all nonconductive sewer pipe designed to be installed with a locate wire or equally effective means of marking the location in accordance with Minn. R. 7560.0150? https://www.revisor.mn.gov/rules/7560.0150/																																
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. If there are sewers that cross or enter any water body, has the Minnesota Department of Natural Resources (DNR) been contacted to determine if the project will require a permit for construction? (<i>Answer N/A only if there are no sewers located in a water body.</i>)																																
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. If the project has the potential to adversely impact wetlands, has a permit or approval from another official statewide program (U.S. Army Corps of Engineers, DNR, or Minnesota Wetlands Conservation Act) been issued to specifically address the project? (<i>Answer N/A only if there are no impacts to wetlands.</i>)																																
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. Do the design plans and specification contain specific size and location requirements for reaction blocking or pipe restraint to withstand water hammer and other cyclic reversal of stresses associated with pump station operation? (<i>Answer N/A only if there are no pressure sewers.</i>)																																
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. Is there an air relief or vacuum relief valve provided at all high points in force mains? (<i>Answer N/A only if there are no pressure sewers.</i>)																																
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	9. Are grinder pumps or other solids removal equipment included for any force main that is less than four (4) inches in diameter? (<i>Answer N/A only if there is no pressure sewer or force main less than four (4) inches.</i>)																																
<input checked="" type="checkbox"/>	<input type="checkbox"/>		10. Are all sewers designed with mean velocities when flowing full, of at least two (2) feet per second (fps), based on Manning's formula using an "n" value of 0.013?																																
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11. Does the slope of the gravity sewer pipe meet minimum requirements for the pipe sizes listed below, or will those sewers that do not meet minimum requirements be cleaned or inspected at least once per year to ensure problems do not develop and a site specific maintenance schedule established? The pipe diameter and slope shall be selected to obtain the greatest practical velocities to minimize settling problems. Oversizing sewers to achieve flatter slopes should be avoided. (<i>Answer N/A only if there is no gravity sewers</i>)																																
			<table border="1"> <thead> <tr> <th>Nominal Pipe Size</th> <th>Minimum Slope (feet per 100 feet)</th> <th>Nominal Pipe Size</th> <th>Minimum Slope (feet per 100 feet)</th> </tr> </thead> <tbody> <tr> <td>8 inch</td> <td>0.40</td> <td>27 inch</td> <td>0.067</td> </tr> <tr> <td>10 inch</td> <td>0.28</td> <td>30 inch</td> <td>0.058</td> </tr> <tr> <td>12 inch</td> <td>0.22</td> <td>33 inch</td> <td>0.052</td> </tr> <tr> <td>15 inch</td> <td>0.15</td> <td>36 inch</td> <td>0.046</td> </tr> <tr> <td>18 inch</td> <td>0.12</td> <td>39 inch</td> <td>0.041</td> </tr> <tr> <td>21 inch</td> <td>0.10</td> <td>42 inch</td> <td>0.037</td> </tr> <tr> <td>24 inch</td> <td>0.08</td> <td>48 inch or larger</td> <td>Slope for mean velocity of 3 fps when full</td> </tr> </tbody> </table>	Nominal Pipe Size	Minimum Slope (feet per 100 feet)	Nominal Pipe Size	Minimum Slope (feet per 100 feet)	8 inch	0.40	27 inch	0.067	10 inch	0.28	30 inch	0.058	12 inch	0.22	33 inch	0.052	15 inch	0.15	36 inch	0.046	18 inch	0.12	39 inch	0.041	21 inch	0.10	42 inch	0.037	24 inch	0.08	48 inch or larger	Slope for mean velocity of 3 fps when full
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24 inch	0.08	48 inch or larger	Slope for mean velocity of 3 fps when full																																
<input checked="" type="checkbox"/>	<input type="checkbox"/>		12. Are individual service connections to the sewer designed to be water tight and not protrude into the sewer?																																
<input checked="" type="checkbox"/>	<input type="checkbox"/>		13. Are all gravity and pressure sewer pipes and water supply pipe separated horizontally by at least 10 feet and vertically by at least 1.5 feet when crossing? Or, if these separation distances cannot be obtained, has approval from the Minnesota Department of Health (MDH) and/or the Department of Labor and Industry (DLI) been granted?																																
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	14. Has an application for water supply and/or building sewer construction been submitted to the MDH or DLI? (<i>Answer N/A only if there is no water supply piping included with this project.</i>) Any project that involves the construction of water supply pipes may also require a permit from the MDH or the DLI. For additional information refer to the MDH website at https://www.health.state.mn.us/communities/environment/water/planreview/watermains.html or, the DLI website at https://www.dli.mn.gov/business/get-licenses-and-permits/plumbing-plan-review .																																

Sewer pipe (cont.)

Yes	No	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>		15. Has an inventory of all wells on all properties in the project area been completed, and will all wells be at least 50 feet from buried sewers, lift stations and grinder stations, as required by Minn. R. ch. 4725 (Minnesota Wells and Borings)? For more information on well setbacks and exceptions to the 50-foot requirement, refer to the MDH website at: https://www.health.state.mn.us/communities/environment/water/wells/construction/isolate.html Contact information for the MDH is available here: https://www.health.state.mn.us/communities/environment/water/wells/contactus.html
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16. Are all manholes at least 48 inches in diameter? (<i>Answer N/A only if there are no manholes.</i>)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17. Are all manholes constructed to prevent surface water runoff from entering through the cover? (<i>Answer N/A only if there are no manholes.</i>)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	18. Are drop manholes used at locations where the sewer pipe enters the manhole at an elevation of 24 inches or more above the manhole invert? (<i>Answer N/A only if sewer pipes enter at an elevation less than 24 inches.</i>)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	19. Is the spacing between manholes 400 feet or less, or if the spacing is greater than 400 feet, do operation and maintenance personnel have access to adequate cleaning equipment that can accommodate the spacing? (<i>Answer N/A only if all pressure sewer.</i>)
<input checked="" type="checkbox"/>	<input type="checkbox"/>		20. Will a leakage test be performed to demonstrate watertightness of the sewer pipes?
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	21. Will a deflection test be performed on all plastic gravity sewer after the pipe has been in place for at least 30 days? (<i>Answer N/A only if televising or other method is used instead.</i>)
<input checked="" type="checkbox"/>		<input type="checkbox"/>	22. Will sewer line televising be performed?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		23. Have questions 1 through 22 been answered as Yes or N/A?

Lift stations

Yes	No	N/A	
			If the project includes lift station construction, please complete questions 24-46.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		24. Will the lift station be fully operational and accessible during a 25-year flood?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		25. Will the lift station structural, electrical, and mechanical equipment be protected from physical damage during a 100-year flood?
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	26. Where high ground water conditions are anticipated, has the buoyancy of the lift station structure been considered and adequate provisions made to protect the structures? (<i>Answer N/A only if high ground water conditions are not anticipated.</i>)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	27. Are wet wells and dry wells completely separated and common walls are gas tight? (<i>Answer N/A only if no dry well is included</i>)
<input checked="" type="checkbox"/>	<input type="checkbox"/>		28. Are multiple pumps provided such that with any unit out of service, the remaining units have capacity to handle the design peak hourly wet weather flow?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		29. Are all pumps capable of passing spheres of at three (3) inches in diameter?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		30. Are all pump suction and discharge openings at least four (4) inches in diameter?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		31. Are all electrical components in raw wastewater wet wells in compliance with National Electrical Code requirements for Class I, Division 1, Group D locations?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		32. Is the lift station designed so that there are no bypass or overflow pipes from the wet well?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		33. Are suitable shutoff and check valves placed on the discharge line of each pump?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		34. Are check valves located between the shutoff valve and the pump?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		35. Are check valves placed in the horizontal position, except ball valves which may be placed vertically?

Lift stations (cont.)

Yes	No	N/A		
<input checked="" type="checkbox"/>	<input type="checkbox"/>		36.	Are shutoff and check valves for submersible pump lift stations located in a separate valve pit? If a separate valve pit is not provided, are all valves easily accessible for maintenance?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	37.	If a drain line is provided between a valve pit or dry well and a wet well, is the drain line equipped with a gas and water tight valve or extended below the low water level in the wet well to prevent entry of hazardous gases to the valve pit? (Answer N/A only if a drain line is not included.)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	38.	If continuous wet well ventilation is provided, are at least 12 complete air changes per hour provided? (Answer N/A only if submersible pump lift station.)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	39.	If intermittent wet well ventilation is provided, are at least 30 complete air changes per hour provided? (Answer N/A only if submersible pump lift station.)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	40.	If continuous dry well ventilation is provided, are at least six (6) complete air changes per hour provided? (Answer N/A only if submersible pump lift station.)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	41.	If intermittent dry well ventilation is provided, are at least 30 complete air changes per hour for 10 minutes and six (6) complete air changes per hour thereafter provided? (Answer N/A only if submersible pump lift station.)
<input checked="" type="checkbox"/>	<input type="checkbox"/>		42.	Are provisions for flow measurement provided? Type: pump runtime recording
<input checked="" type="checkbox"/>	<input type="checkbox"/>		43.	Are a sufficient number of running time meters provided to record when each pump is running and when multiple pumps are running at the same time?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		44.	Is an appropriate alarm system provided to indicate power failure, pump failure, unauthorized entry, or other malfunction?
				Type of alarm: redlight indicator
<input checked="" type="checkbox"/>	<input type="checkbox"/>		45.	Are provisions included for emergency operation to prevent the bypassing or backup of sewage? Emergency pumping capability may be accomplished by connection to at least two independent utility substations, or by provision of portable or in-place electrical generation, or by portable pumping equipment.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		46.	Have questions 24 through 45 been answered as Yes or N/A?

Justification for questions answered "No."


Provide written justification for any questions answered as "No." Individual plan sheets or engineering specifications may be attached if necessary to provide justification.

Section number	Justification for variation

Design Certification Statement

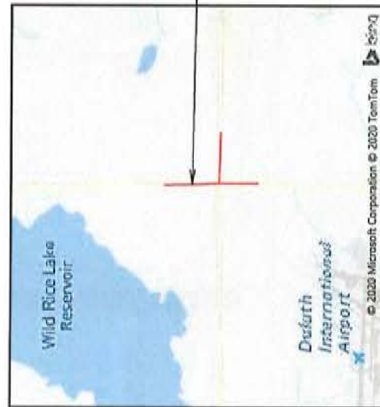
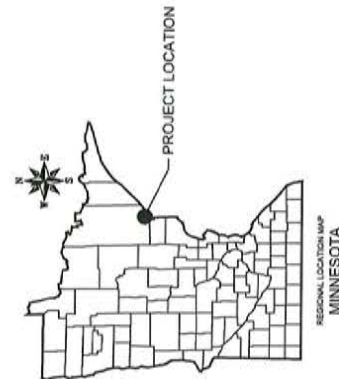
"I certify under penalty of law that I am a licensed professional engineer in the state of Minnesota and that this document was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

By typing my name in the following box I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing my application.

Name (print): Jon Loye Title: Sr. Project Manager
 Signature:  ☐ Check if document has been electronically signed.
 Date (mm/dd/yyyy): 4/18/2023 PE Registration No.: 52222

RICE LAKE UTILITY EXTENSIONS

CITY OF RICE LAKE ST. LOUIS COUNTY, MINNESOTA



SHEET INDEX

Sheet Number	Sheet Title
G1	TITLE SHEET
G2	GENERAL NOTES
G3	SCHEDULE OF ESTIMATED QUANTITIES
G4	UTILITY DETAILS
G5	PROPOSED WATER MAIN, VALVE, & HYDRANT
G6	PROPOSED WATER SERVICE & CURB STOP
G7	PROPOSED SANITARY SEWER & MANHOLE
G8	PROPOSED STORM SEWER & INLET
G9	PROPOSED FORCE MAIN
G10	BURIED GAS & VALVE
G11	BURIED CABLE TELEVISION
G12	BURIED TELEPHONE
G13	BURIED FIBER OPTICS
G14	OVERHEAD UTILITY
G15	RAILROAD TRACKS
G16	EXISTING CURB & GUTTER
G17	PROPOSED CURB & GUTTER
G18	EXISTING SIDEWALK
G19	PROPOSED SIDEWALK
G20	EXISTING CULVERT PIPE
G21	PROPOSED CULVERT PIPE
G22	FENCE LINE
G23	DRAINAGE ARROW
G24	SILT FENCE
G25	RIGHT-OF-WAY
G26	BASELINE
G27	PROPERTY LINE
G28	TREE LINE
G29	BENCHMARK
G30	IRON PIPE
G31	IRON ROD
G32	CONTROL POINT
G33	UTILITY POLE & GUY
G34	SOIL BORING
G35	LOFT POLE
G36	PEDESTAL
G37	STREET SIGN
G38	MAILBOX
G39	FLAGPOLE
G40	TREE - DECIDUOUS
G41	TREE - CONIFEROUS
G42	TREE TO BE REMOVED

LEGEND

EXISTING WATER MAIN	EXISTING GATE VALVE & HYDRANT	WATER SERVICE & CURB STOP	PROPOSED WATER MAIN, VALVE, & HYDRANT	PROPOSED WATER SERVICE & CURB STOP	EXISTING SANITARY SEWER & MANHOLE	EXISTING STORM SEWER & INLET	PROPOSED FORCE MAIN	PROPOSED SANITARY SEWER & MANHOLE	BURIED GAS & VALVE	BURIED CABLE TELEVISION	BURIED TELEPHONE	BURIED FIBER OPTICS	OVERHEAD UTILITY	RAILROAD TRACKS	EXISTING CURB & GUTTER	PROPOSED CURB & GUTTER	EXISTING SIDEWALK	PROPOSED SIDEWALK	EXISTING CULVERT PIPE	PROPOSED CULVERT PIPE	FENCE LINE	DRAINAGE ARROW	SILT FENCE	RIGHT-OF-WAY	BASELINE	PROPERTY LINE	TREE LINE	BENCHMARK	IRON PIPE	IRON ROD	CONTROL POINT	UTILITY POLE & GUY	SOIL BORING	LOFT POLE	PEDESTAL	STREET SIGN	MAILBOX	FLAGPOLE	TREE - DECIDUOUS	TREE - CONIFEROUS	TREE TO BE REMOVED
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UTILITIES

ELECTRIC:
MINNESOTA POWER
30 WEST SUPERIOR ST.
DULUTH, MN 55802
TEL (218) 722-3841

TELEPHONE:
OWEST TELEPHONE CO.
322 WEST FIRST ST.
DULUTH, MN 55802
TEL (218) 722-4275 (MANAGER)

CITY:
CHARTER COMMUNICATIONS INC.
100 WEST FIRST ST.
DULUTH, MN 55802
TEL (218) 722-1086

MEDIA:
100 CHESTNUT STREET
VIRGINIA, MN 55782
TEL (218) 741-8184 (PROJECT SUPERVISOR)

SANITARY SEWER, WATER, GAS & STORM SEWER:
CITY OF RICE LAKE
4107 WEST BRYER ROAD
DULUTH, MN 55803
TEL (218) 721-9778 (CITY CLERK)

PUBLIC WORKS:
ST. LOUIS COUNTY
100 WEST FIRST ST.
DULUTH, MN 55802
TEL 218-425-3836

WARNING
LOCATION OF UNDERGROUND UTILITIES
TO BE VERIFIED BY CONTRACTOR
GOPHER STATE ONE CALL
CALL BEFORE DIGGING.
1-800-368-1188
REQUIRED BY LAW

NOTE:
ALL LOCATIONS SHOWN ON PLANS ARE APPROXIMATE AND CONTRACTOR
SHALL HAVE APPROPRIATE UTILITY MARK EXACT LOCATIONS PRIOR TO
CONSTRUCTION.

GOVERNING SPECIFICATIONS
MINDOT STANDARD SPECIFICATION FOR CONSTRUCTION (2020)
2380 PLANT MIXED ASPHALT PAVEMENT GYRATORY
SPECIFICATION (2018)
ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM
TO MNUCTO
CEAM CONSTRUCTION STANDARD SPECIFICATION (2018)

LOCATION MAP

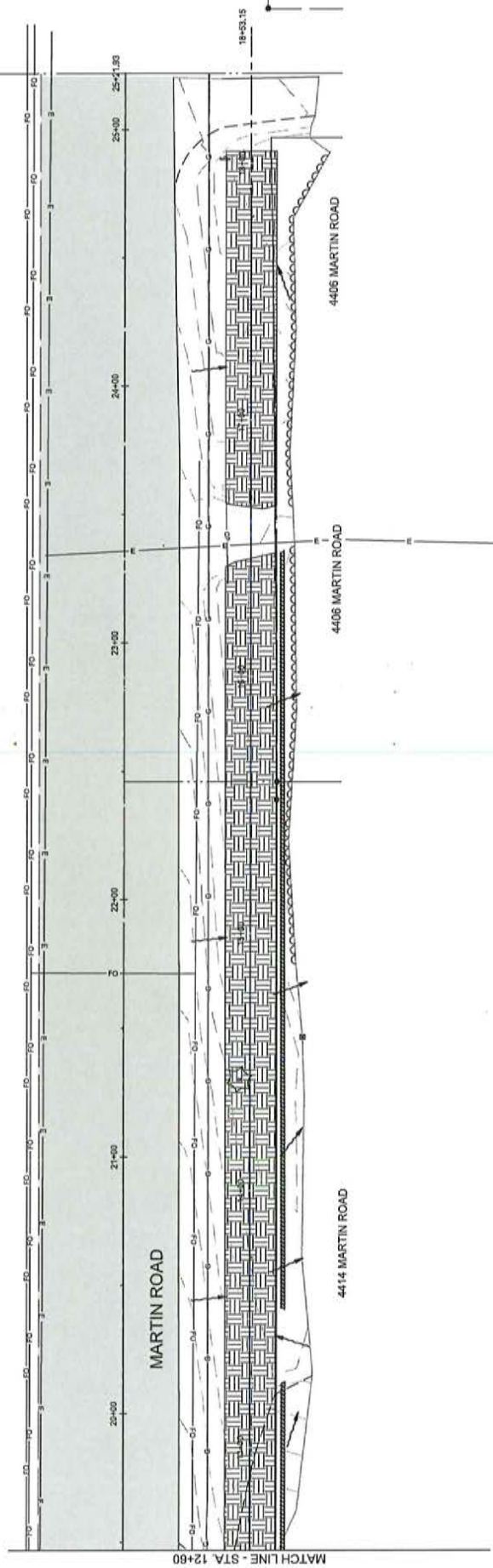
NOT TO SCALE

PROJECT NO.	00017006	TITLE SHEET	G1
PROJECT NAME	RICE LAKE UTILITY EXTENSION PHASE II	CITY OF RICE LAKE	ST. LOUIS COUNTY, MINNESOTA
ENGINEER	MSA	ARCHITECT	MSA
DATE	APRIL 2023	DATE	APRIL 2023
DESIGNED BY	MSA	CHECKED BY	MSA
IN CHARGE BY	MSA	DATE	APRIL 2023
PROJECT NO.	00017006	PROJECT NAME	RICE LAKE UTILITY EXTENSION PHASE II
PROJECT ADDRESS	382 W. Superior Street, Duluth, MN 55802	PROJECT PHONE	(218) 722-1086
PROJECT FAX	(218) 722-1086	PROJECT EMAIL	info@ricelakemn.gov
PROJECT WEBSITE	www.ricelakemn.gov	PROJECT URL	www.ricelakemn.gov



SEDIMENT & EROSION CONTROL LEGEND

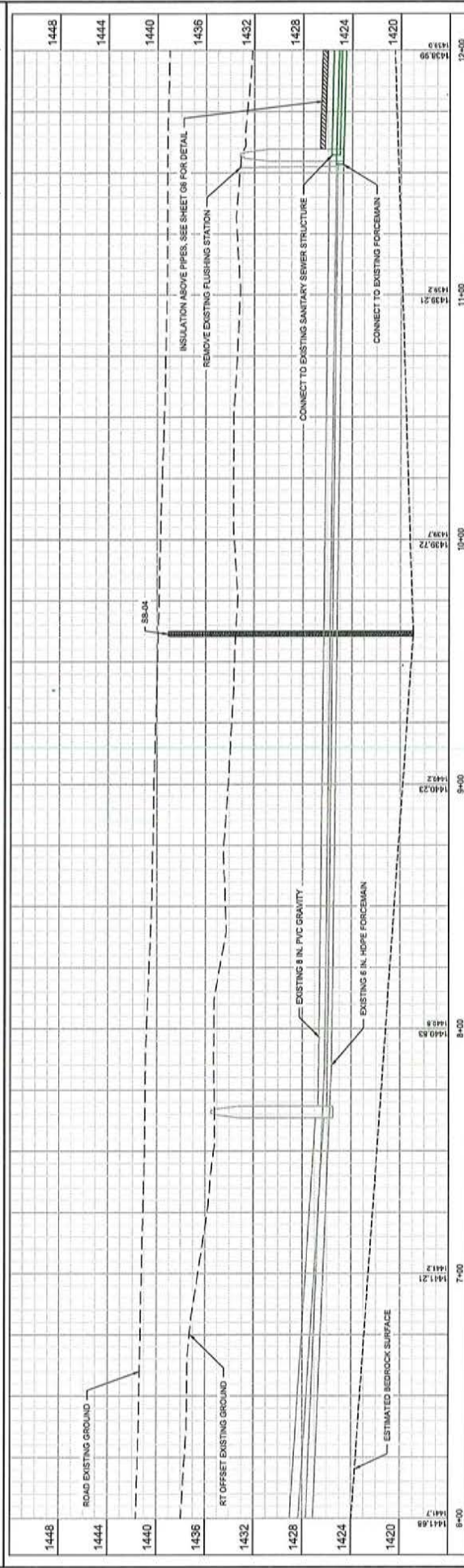
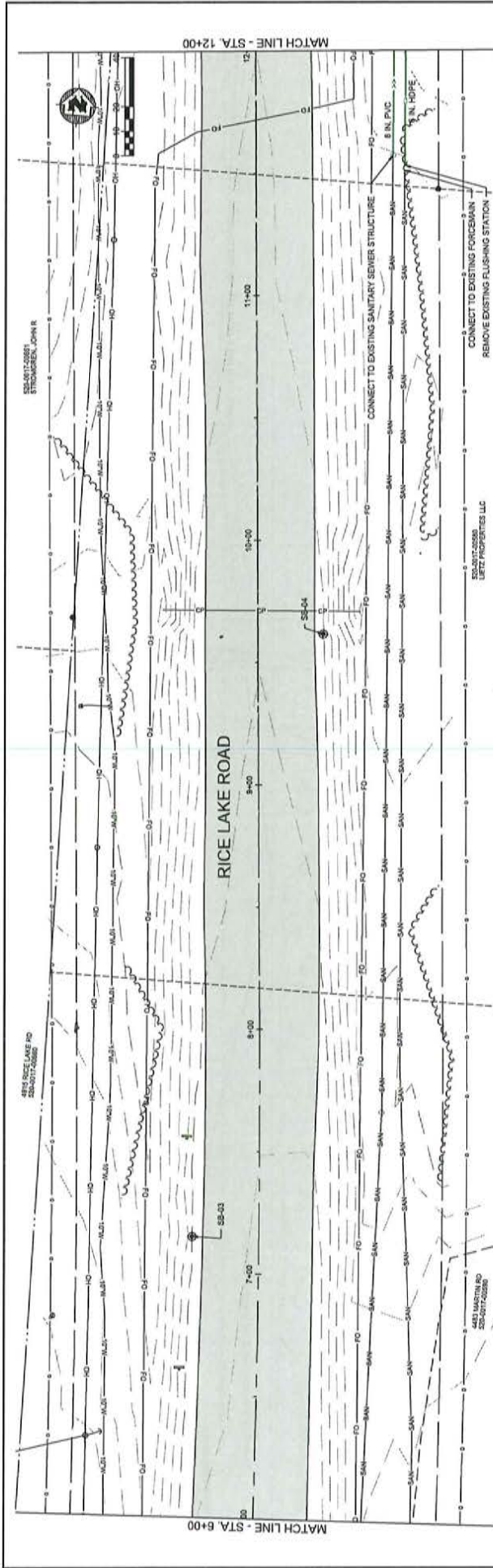
- EROSION CONTROL BLANKET (AS 311)
- SEED MIXTURE 311 - 33.5 LB/ACRE
- DRAINAGE ARROW
- SILT FENCE
- BIOLOG



PROJECT DATE: MAY 2023				DATE	REVISION	PROJECT: RICE LAKE UTILITY EXTENSION PHASE II CITY OF RICE LAKE ST. LOUIS COUNTY, MINNESOTA		PROJECT: 00917059 SHEET: EC3
DRAWN BY: [signature]	DATE: [blank]	DATE: [blank]	DATE: [blank]	ENGINEERING / ARCHITECTURE / SURVEYING MSA 332 W. Superior Street, Duluth MN 55802 (218) 725-1000 www.msa-engineers.com		RICE LAKE UTILITY EXTENSION PHASE II CITY OF RICE LAKE ST. LOUIS COUNTY, MINNESOTA		
DESIGNED BY: [signature]	DATE: [blank]	DATE: [blank]	DATE: [blank]					
CHECKED BY: [signature]	DATE: [blank]	DATE: [blank]	DATE: [blank]	APPROVED BY: [signature] DATE: [blank]		EC3		
PROJECT DATE: 4/20/2023	DATE: 4/20/2023	DATE: 4/20/2023	DATE: 4/20/2023	APPROVED BY: [signature] DATE: [blank]				

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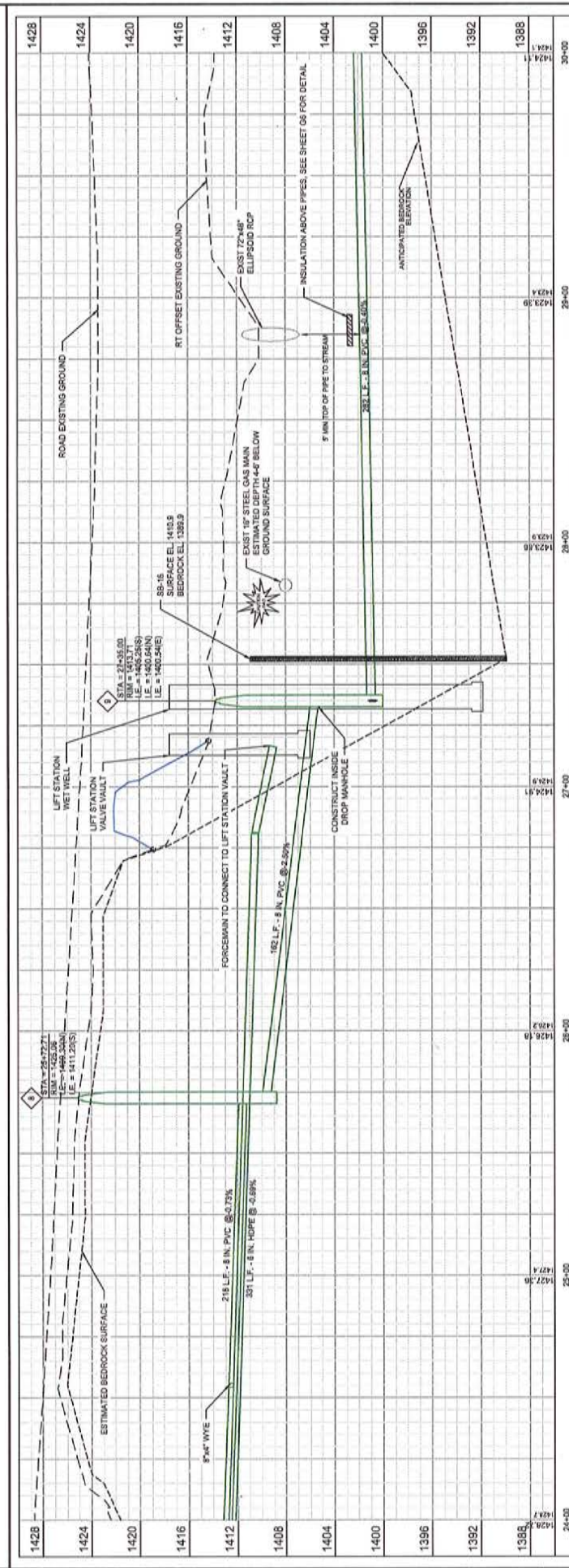


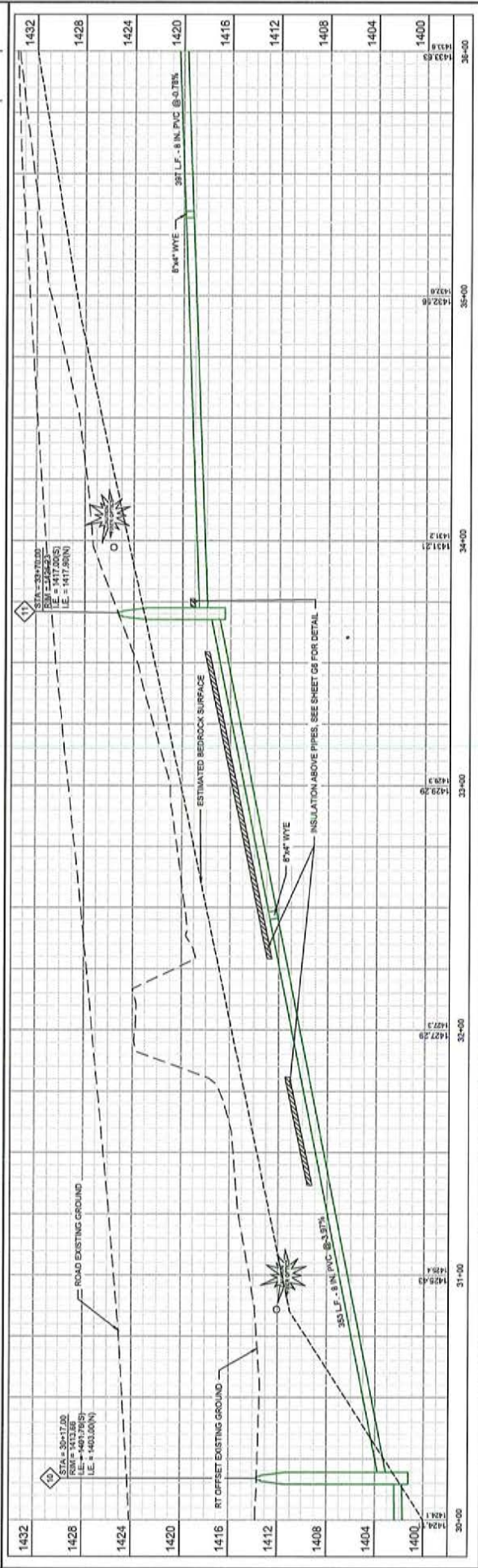
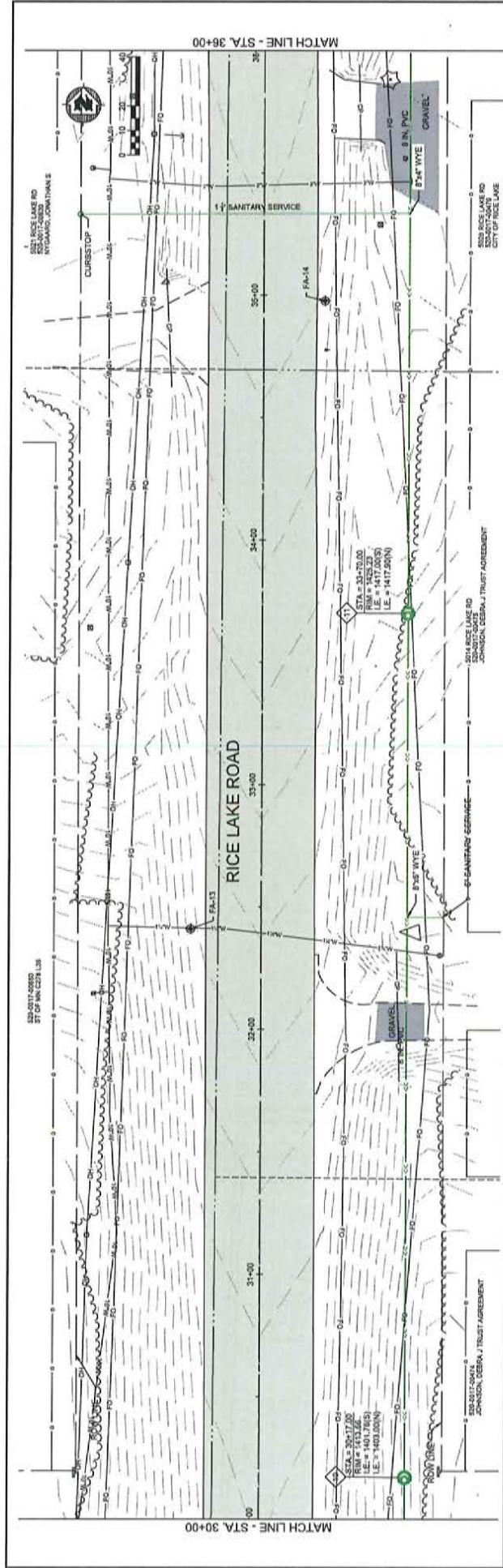
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PROJECT DATE: MAY 2022	DATE: MAY 2022	BY: [Signature]	REVISION: [Signature]	DATE: MAY 2022	BY: [Signature]	REVISION: [Signature]
DESIGNED BY: [Signature]	CHECKED BY: [Signature]	IN CHARGE: [Signature]	PROJECT MANAGER: [Signature]	DATE: MAY 2022	BY: [Signature]	REVISION: [Signature]
PROJECT NAME: RICE LAKE UTILITY EXTENSION PHASE II	PROJECT LOCATION: RICE LAKE, ST. LOUIS COUNTY, MINNESOTA	PROJECT NUMBER: 19-001	PROJECT DESCRIPTION: RICE LAKE UTILITY EXTENSION PHASE II	DATE: MAY 2022	BY: [Signature]	REVISION: [Signature]

ENGINEERING / ARCHITECTURE / SURVEYING
MSA
 333 W. Superior Street, Suite 500
 St. Louis, MN 55080
 (763) 752-2015 www.msa-pe.com

PROJECT: RICE LAKE UTILITY EXTENSION PHASE II
 CITY OF RICE LAKE
 ST. LOUIS COUNTY, MINNESOTA

PLAN & PROFILE SANITARY
 PP1

[illegible]



PROJECT DATE: MAY 2023	DATE: _____	BY: _____	REVISION: _____
DRAWN BY: _____	DATE: _____	BY: _____	REVISION: _____
CHECKED BY: _____	DATE: _____	BY: _____	REVISION: _____
IN CHARGE: _____	DATE: _____	BY: _____	REVISION: _____

ENGINEERS | ARCHITECTURE | SURVEYING
 333 W. PIERCE STREET, SUITE 100
 ST. LOUIS, MO 63101
 TEL: 314.433.1000
 WWW.MSACONSULTING.COM

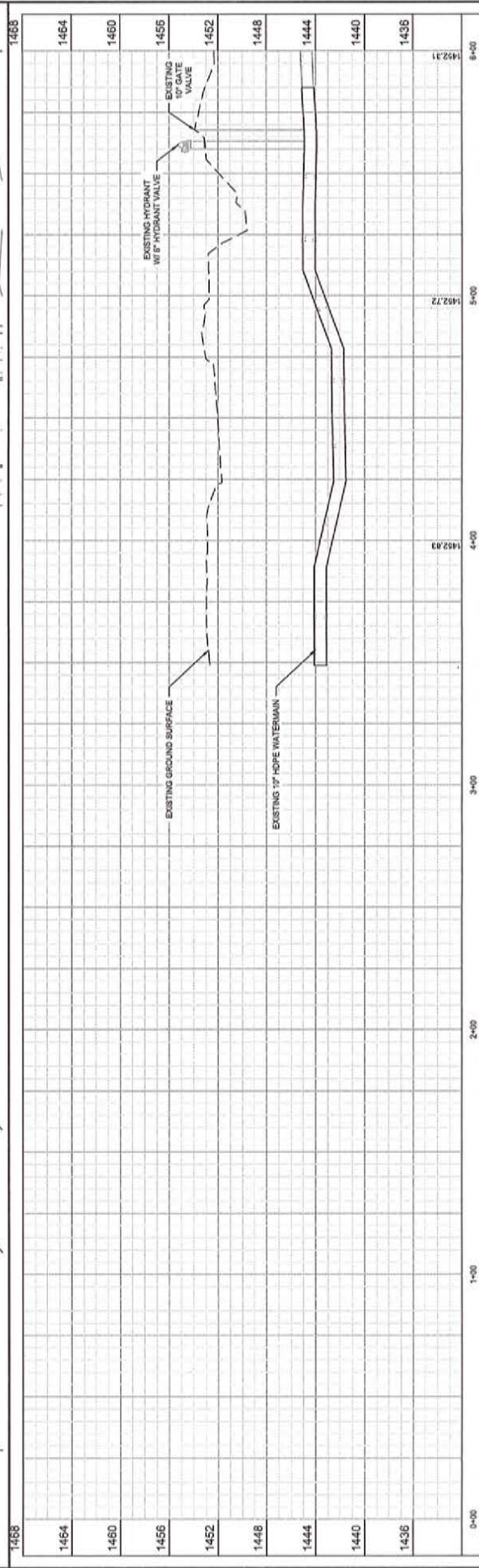
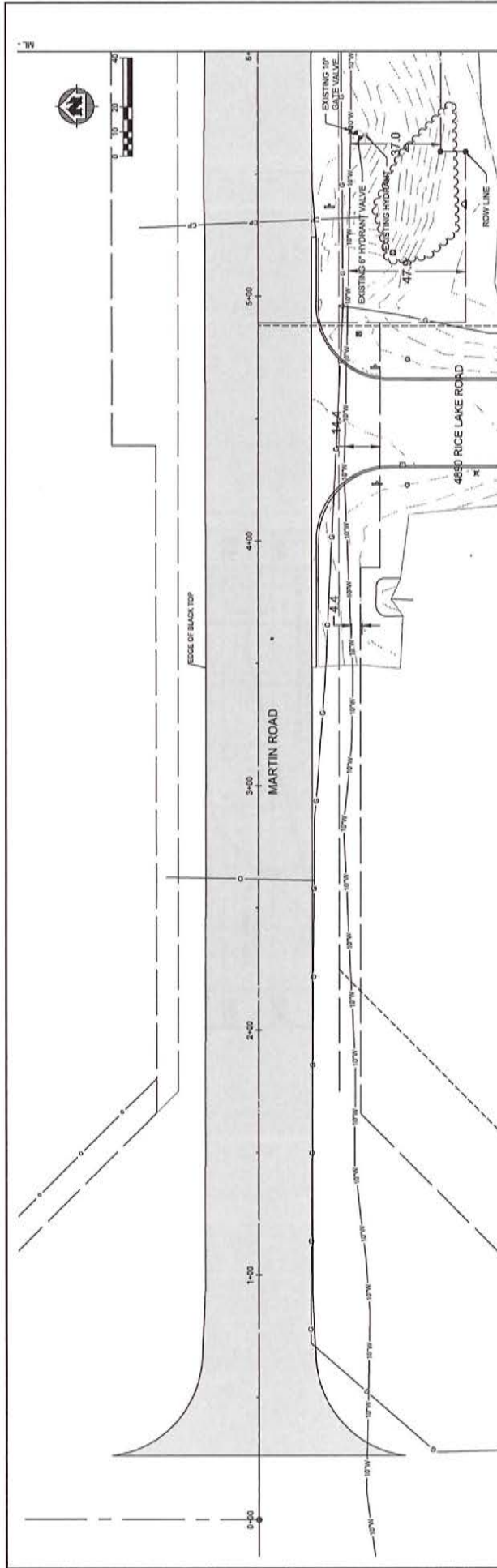


RICE LAKE UTILITY EXTENSION PHASE II
 CITY OF RICE LAKE
 ST. LOUIS COUNTY, MINNESOTA

PLAN & PROFILE SANITARY
 PPS

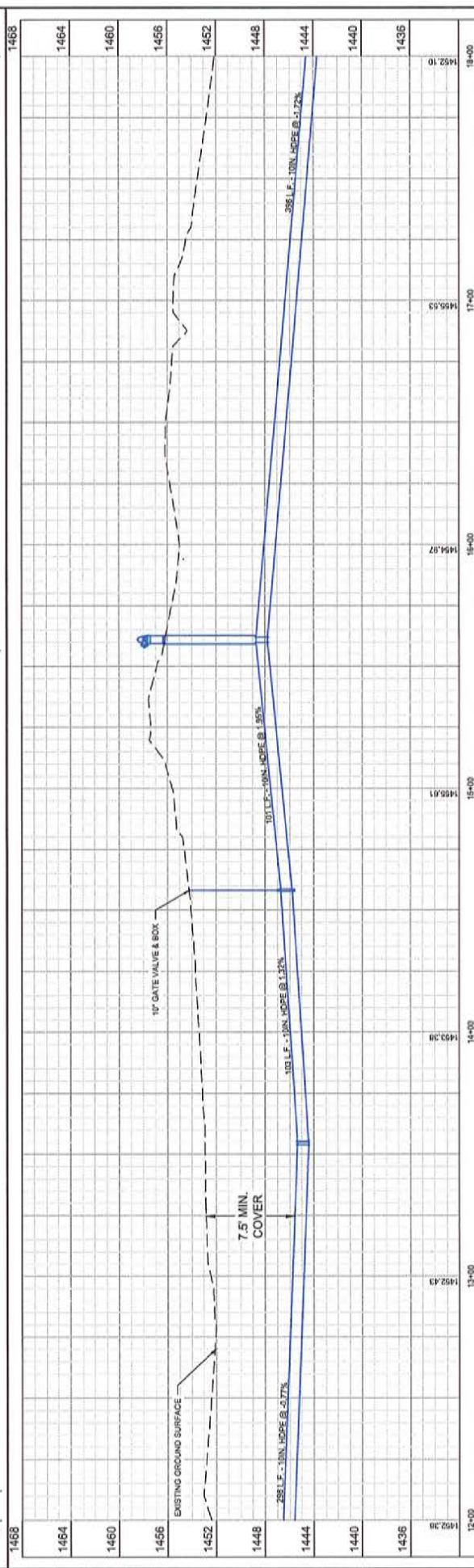
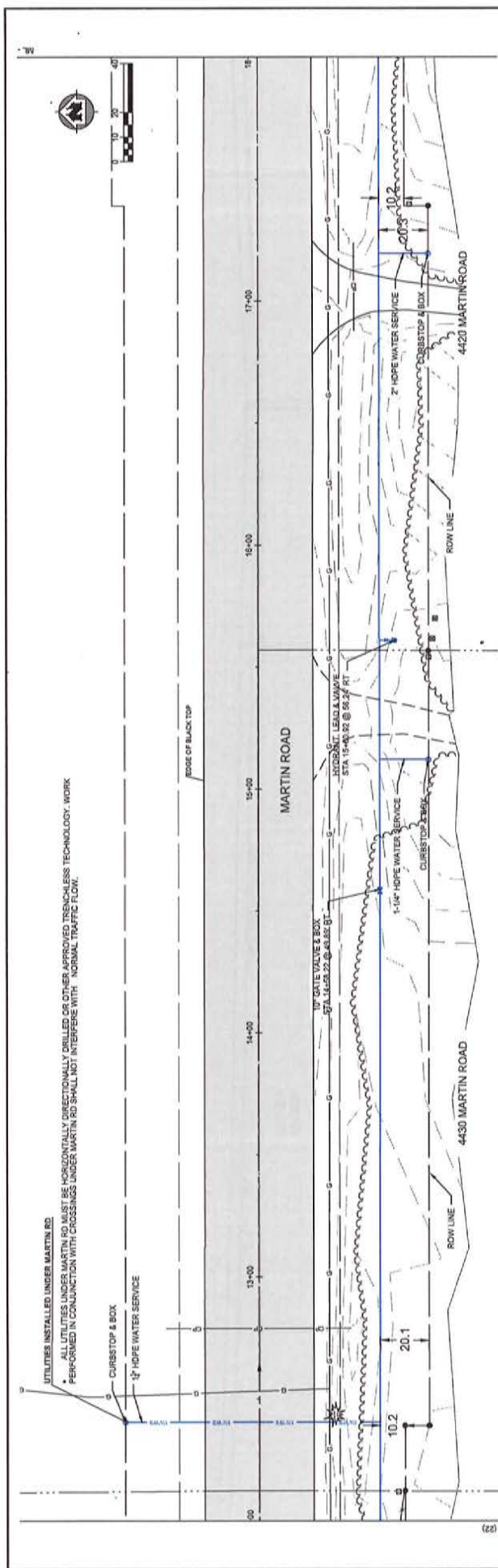
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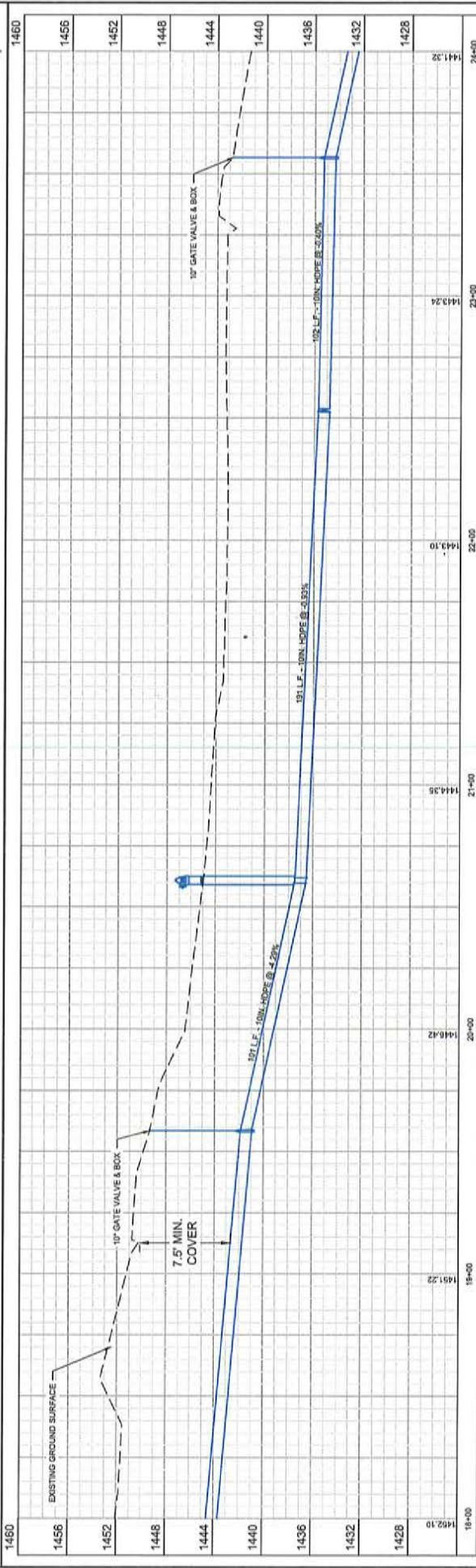
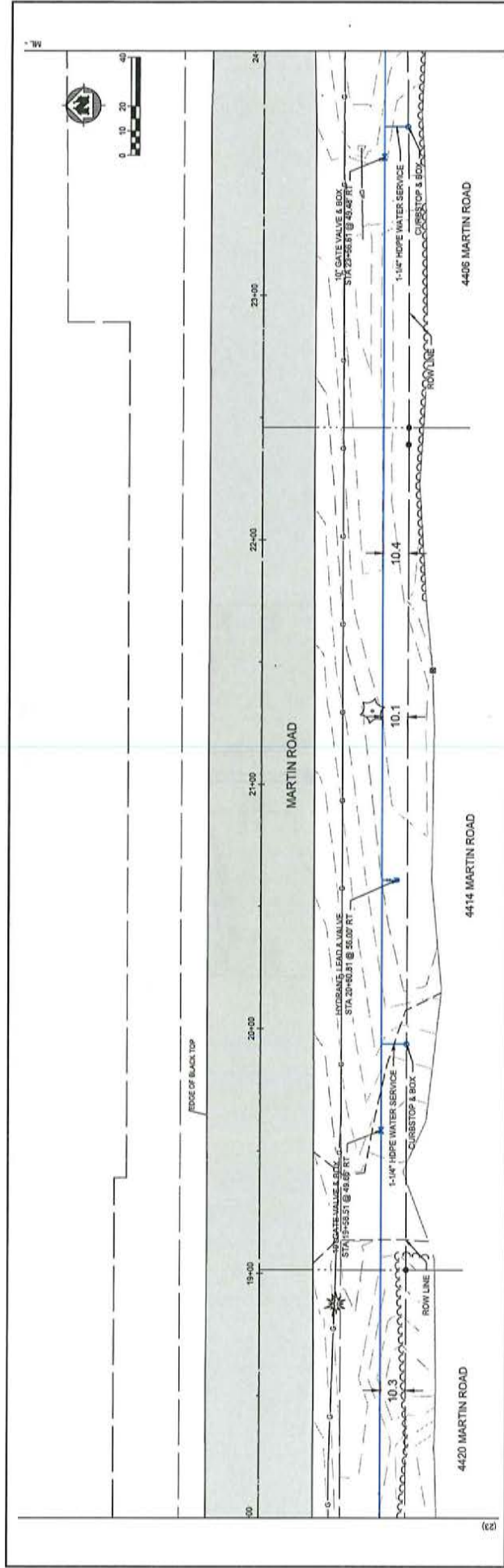




PROJECT DATA		REVISION		DATE	
PROJECT NAME	00017068	NO.	DATE	BY	CHKD
PROJECT NO.	00017068	1	06/11/2013	LM	LM
PROJECT DATE	06/11/2013	2	06/11/2013	LM	LM
PROJECT LOCATION	ST. LOUIS COUNTY, MINNESOTA	3	06/11/2013	LM	LM
PROJECT DESCRIPTION	RICE LAKE UTILITY EXTENSION PHASE II	4	06/11/2013	LM	LM
PROJECT DRAWN BY	LM	5	06/11/2013	LM	LM
PROJECT CHECKED BY	LM	6	06/11/2013	LM	LM
PROJECT APPROVED BY	LM	7	06/11/2013	LM	LM
PROJECT SCALE	AS SHOWN	8	06/11/2013	LM	LM
PROJECT SHEET NO.	00017068	9	06/11/2013	LM	LM
PROJECT SHEET TOTAL	00017068	10	06/11/2013	LM	LM

MSA
 ENGINEERING / ARCHITECTURE / SURVEYING
 333 W. Superior Street, Suite 100
 St. Louis, MN 55057
 (763) 441-1111
 www.msa-engineers.com

[illegible]



REVISIONS				DATE			
NO.	BY	DATE	DESCRIPTION	NO.	BY	DATE	DESCRIPTION
1	MSA	08/17/2023	ISSUED FOR PERMIT	1	MSA	08/17/2023	ISSUED FOR PERMIT
2	MSA	08/17/2023	ISSUED FOR PERMIT	2	MSA	08/17/2023	ISSUED FOR PERMIT
3	MSA	08/17/2023	ISSUED FOR PERMIT	3	MSA	08/17/2023	ISSUED FOR PERMIT
4	MSA	08/17/2023	ISSUED FOR PERMIT	4	MSA	08/17/2023	ISSUED FOR PERMIT
5	MSA	08/17/2023	ISSUED FOR PERMIT	5	MSA	08/17/2023	ISSUED FOR PERMIT
6	MSA	08/17/2023	ISSUED FOR PERMIT	6	MSA	08/17/2023	ISSUED FOR PERMIT
7	MSA	08/17/2023	ISSUED FOR PERMIT	7	MSA	08/17/2023	ISSUED FOR PERMIT
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10	MSA	08/17/2023	ISSUED FOR PERMIT	10	MSA	08/17/2023	ISSUED FOR PERMIT

PROJECT DATE: 08/17/2023
 PROJECT NO: 2023-001
 PROJECT NAME: RICE LAKE UTILITY EXTENSION PHASE II
 PROJECT LOCATION: CITY OF RICE LAKE, ST. LOUIS COUNTY, MINNESOTA

MSA
 MINNESOTA SURVEYING & MAPPING
 3325 SOUTH DAVENPORT, SUITE 100
 ST. LOUIS, MN 55082
 (612) 441-1111
www.msa-surveying.com

RICE LAKE UTILITY EXTENSION PHASE II
 CITY OF RICE LAKE
 ST. LOUIS COUNTY, MINNESOTA

PLAN & PROFILE WATER

PROJECT NO: 2023-001
 PROJECT NAME: RICE LAKE UTILITY EXTENSION PHASE II
 PROJECT LOCATION: CITY OF RICE LAKE, ST. LOUIS COUNTY, MINNESOTA

WESTERN LAKE SUPERIOR SANITARY DISTRICT

2626 Courtland Street
Duluth, Minnesota 55806-1894
Phone: (218) 722-3336
FAX: (218) 727-7471
<http://www.wlssd.duluth.mn.us>

**MEMORANDUM**

Clear Answers for Clean Water™

To: WLSSD Board of Directors

From: Operations & Planning Committee

Date: May 17, 2023

Subject: Sanitary Sewer Extension – Okerstrom Road and Utility Improvements (City of Hermantown)

PROJECT DESCRIPTION

The City of Hermantown project consists of elimination of a pump station and forcemain currently located at the eastern end of Oak Ridge Drive and the installation of approximately 1,414 feet of 8-inch gravity PVC sewer line. Six lots on Okerstrom will have new sanitary sewer service connections. Three of the lots do not have houses on them yet but potentially will in the future. This line will also serve all of the existing houses on Oak Ridge Drive, which are currently fed through the force main and pump station to be removed. Future expansions of nearby development may bring up to an additional 26 homes served by this extension request. The estimated flow increase for these six lots is 1,560 gallons per day. The proposed sanitary sewer extension will result in new flow to the WLSSD Bayview Heights and West Interceptors.

The City of Hermantown is currently in compliance with the WLSSD Ordinance Establishing Standards for Reduction of Inflow and Infiltration.

RECOMMENDATION

The Operations & Planning Committee recommends that the WLSSD Board of Directors approve Hermantown's sewer extension request.

Sanitary Sewer Extension Permit Application Western Lake Superior Sanitary District (WLSSD)

Address: 2626 Courtland Street – Duluth, MN 55806-1894

Phone: 218-722-3336

Fax: 218-727-7471

Web: www.wlssd.com



Instructions for Application Submittal

- Submit completed application and required supporting documents and fees to: *Western Lake Superior Sanitary District, ATTN: Planning Department, 2626 Courtland Street, Duluth, MN 55806-1894*
- WLSSD Sanitary Sewer Extension Permit Application can be found at: <https://wlssd.com/doing-business/sewer-extensions/modifications/>
- Applications must be submitted a minimum of 14 days prior to scheduled WLSSD Planning Committee meetings (typically 3rd Tuesday of each month) in order to be on the meeting agenda
- A completed Minnesota Pollution Control Agency (MPCA) Sanitary Sewer Extension Permit Application and supporting documents must be submitted along with the WLSSD application form. Information on the MPCA application can be found at: <https://www.pca.state.mn.us/water/wastewater-permit-forms>
- A WLSSD staff review will be conducted upon receipt of the completed applications. Incomplete applications will be returned to applicant for resubmittal
- Completed applications will be reviewed by the WLSSD Planning Committee and if approved forwarded to the full WLSSD Board of Directors for consideration. The WLSSD Board convenes at 5:00 P.M. on the third or fourth Monday of the month in the WLSSD Administration Building at 2626 Courtland Street, Duluth MN. The complete District Board meeting schedule can be found at www.wlssd.com
- Should the WLSSD Board approve the extension request, the applications and fees will be forwarded by WLSSD to the MPCA for review
- Should the WLSSD deny the application it will be returned to the applicant stating the reasons for denial

Information for Question #2 on MPCA Sanitary Sewer Extension Permit Application (Connections and Flow Components)

- 2A. Design Average Wet Weather (AWW) flow: **48.4 MGD**
2B. Actual current annual average daily flow received in the past 12 months: **34.16 MGD**
2C. Percent of design flow: **70.6%**

Project Contact Information

1. Project Title: Okerstrom Road and Utility Improvements

2. Project Proposer Contact:

Contact Name: John Mulder

Title: City Administrator

Name of Firm/Organization: City of Hermantown

Address: 5105 Maple Grove Rd, Hermantown, MN 55811

Phone: (218) 729-3600

Email: jmulder@hermantownmn.com

3. Design Engineer Contact:

Contact Name: David Bolf

Title: City Engineer

Name of Firm/Organization: Northland Consulting Engineers

Address: 102 S 21st Ave W, Suite #1, Duluth, MN 55806

Phone: (218) 727-5995

Email: david@nce-duluth.com

4. Authorized City/Township/Sanitary District Contact:

Contact Name: Dan Belden

Title: Senior Planner

Name of Firm/Organization: WLSSD

Address: 2626 Courtland St, Duluth, MN 55806

Phone: (218) 740-4774

Email: dan.belden@wlssd.com

Proposed Project Details

1. Description of Proposed Project:

Road and utility improvement project. Removing the existing lift station on Oak Ridge Dr and replacing with a gravity sewer line through a new easement down to Okerstrom. Ties into the existing system at the intersection of Oak Ridge and Anderson Rd. There is also a new water line and storm sewer as a part of this project.

2. Location of Proposed Project:

Okerstrom Road north of Anderson road in Hermantown. Also a small portion of the project is on the east end of Oak Ridge Drive.

3. Describe the existing and future areas to be served by this extension:

6 Lots on Okerstrom will have new sanitary sewer service connections as a part of this project. Three of the lots do not have houses on them yet but potentially will in the future. This line will also serve all of the existing houses on Oak Ridge drive which are currently fed through the force main to be removed. This is 34 houses which brings the immediate total to 40 residential homes. Future Payton Acres expansions propose to add an additional 26 homes to be served off this new extension bringing the eventual total to 66 residential homes.

4. Describe how this project is consistent with local land use plans:

This project meets current City of Hermantown zoning and master plan requirements.

5. Where will the proposed flow enter into the WLSSD collection system?

Connect into existing manhole in the intersection of Anderson and Okerstrom which already flows into Hermantown's trunk line. This enters WLSSD's system at the Bay view metering station.

6. Who will be responsible for future operations and maintenance of the new sewer infrastructure?

The City of Hermantown.

Information Required for a Complete Application

- ☒ Completed and signed WLSSD application form
- ☒ Completed and signed Minnesota Pollution Control Agency (application and required fee)
- ☒ Completed and attached *MPCA Design Flow and Loading Determination Worksheets*
<https://www.pca.state.mn.us/sites/default/files/wq-wwtp5-20a.xlsx>

Certifications

Project Engineer

"My signature verifies this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. The information submitted is to the best of my knowledge and belief, true, accurate and complete.

Signature: 

Printed Name: David Bolf License # 40926

Date: 5/3/23

City or Township Representative:

I certify that:

- The proposed sewer extension is consistent with local community development/comprehensive plans
- The municipality is compliant with its Permitted Peak Flow and the WLSSD Inflow and Infiltration Ordinance
- The proposed sewer extension meets the requirements of the municipalities local sewer use ordinance with regard to management of fats, oils and grease (FOG)

"My signature, or the signature of a delegated official, represents the approval of this project's connection to the sewer system under my jurisdiction and is compliant with the statements above"

Signature: John Mulder Digitally signed by John Mulder
Date: 2023.05.03 11:28:59
-05'00'

Printed Name: John Mulder

Date: 5/3/23

WLSSD CHECKLIST FOR SANITARY SEWER DESIGN SUBMITTALS

PROJECT LOCATION Okerstrom Road, Hermantown, MN 55811

PROJECT TITLE Okerstrom Road and Utility Improvements

<u>Check Off (✓)</u>	<u>Description</u>	<u>Comments</u>
<u>X</u>	1. General conformance with City Engineers Association of Minnesota Standard Utilities Specifications (CEAM)	
<u>X</u>	2. Conformance with Municipal Peak Flow Standard	
<u>X</u>	3. CEAM Section 2600 – Excavation/Restoration	
<u>X</u>	a. Materials and foundation support	
	b. Construction Requirements including general provisions, materials disposal/reuse foundation requirements, and excavation limits/requirements.	
	• Excavate 4" below proposed invert for granular bedding of pipe.	
	• Width of pipe plus 2 ft for trench bottom	
	• Sheeting, shoring, and bracing per applicable regulations.	
<u>X</u>	c. Trenchless installation requirements for jacking, boring, or tunneling, if applicable.	
<u>X</u>	d. Restoration to existing conditions including pavement and turf.	
<u>X</u>	e. Maintenance and final cleanup requirements	
<u>X</u>	4. CEAM Section 2621 – Sewer Installation	
	a. Pipe materials conformance: Indicate type <u>PVC Schedule 40</u> , precast MH, CB, and casting conformance.	
<u>X</u>	b. Pipe installation requirements including placement, connection, appurtenances, structures, testing, and inspection.	
<u>X</u>	c. Testing Requirements	
	• Leakage testing by Air Test Method or Hydrostatic Method.	
	• Deflection Test for flexible pipe.	

- Remedies for test failures.

5. Supplemental Requirements (See Attached)

X

- a. Full time inspection conformance, if applicable

X

- b. CCTV inspection conformance

X

- c. Trench backfill materials, compaction and testing

X

- d. Manhole installation:
1. Flexible boot connectors for precast.
 2. Coatings for MH interiors (High Corrosion).
 3. Rim elevations match finish pavement.
 4. Connections to existing MH.

X

- e. Leakage testing of manholes (hydrostatic or vacuum)

ENGINEER

Signature:



Reg. No. 40926

Printed:

David G. Bolf

Sanitary Sewer Extension
Permit Application

NPDES/SDS Permit Program

National Pollutant Discharge Elimination System (NPDES)/
State Disposal System (SDS) Permit Program

Doc Type: Permit Application

Information required for a complete application

Project information packet must include the following: To be considered a complete application, all of the following items must be included, or it will be deemed incomplete and returned. (Check the boxes to indicate that the information has been included.)

- ☒ Completed and properly signed *Application Form*. All questions must be answered and all necessary signatures included.
- ☒ Completed and executed *Design Certification for Sanitary Sewer Extension Plans and Specifications*.
- ☒ A location map or project site plan showing the area in which project construction will occur. The map shall be on 8½ x 11" paper.
Please list the city of project location.
- ☒ [Environmental Review Pre-Screening Form](http://www.pca.state.mn.us/xgqx692) (p-ear1-08) found on the Minnesota Pollution Control Agency (MPCA) website at <http://www.pca.state.mn.us/xgqx692>.

MPCA Use Only	
AI ID #:	
SI ID#	
Date received:	
Check number:	
Facility name:	
SWX #:	
City:	
Fee:	<input type="checkbox"/> \$310 <input type="checkbox"/> \$620 <input type="checkbox"/> \$930

Required application fee (See below for fee calculation). Please make checks payable to: Minnesota Pollution Control Agency. Please check the box corresponding to the flow increase due to this project and include the applicable application fee. This value should correspond with the answer to question 1e.

- ☒ 0-0.1 MGD (1 point = \$310) ☐ >0.1-1.0 MGD (2 points = \$620) ☐ >1.0 MGD (3 points = \$930)

The following information may be required for your project:

Check the appropriate boxes if the information is required and included with your project information packet.

- ☒ Project is served by a Sanitary Sewer District or another city's wastewater treatment facility (WWTF).

Note: For projects connecting to a Metropolitan Council Environmental Services (MCES) facility, go to MCES website: [http://www.metrocouncil.org/Wastewater-Water/Services/Wastewater-Treatment-\(1\)/Sanitary-Sewer-Permits.aspx?source=child](http://www.metrocouncil.org/Wastewater-Water/Services/Wastewater-Treatment-(1)/Sanitary-Sewer-Permits.aspx?source=child)

Approval letter from MCES must be submitted with application to MPCA.

If above box is checked, one of the following boxes must also be checked:

- ☐ Authorized signature is included in signature 4 on signature page.
☒ Approval letter from Sanitary Sewer District or WWTF is attached.

Project information

Project title: Okerstrom Road and Utility Improvements

What city is the project primarily located: Hermantown What county is the project primarily located: St. Louis County

What collection system will the project connect to: Hermantown

- (This is usually the municipality that owns the sanitary sewer collection system.)

What wastewater treatment plant is the collection system named above connected to: WLSSD

- (The municipality that owns the collection system may have their own treatment plant or could be connected to wastewater treatment plant owned by another city or sanitary district.)

Have all questions on the *Design Certification for Sanitary Sewer Extension Plans and Specifications* been answered as "yes" or "NA"? ☒ Yes ☐ No

Are you pursuing Clean Water Revolving Fund financial assistance? ☐ Yes ☒ No

If yes, plans and specifications must be submitted for MPCA review.

MPCA information

For additional information and forms see the MPCA's website at <http://www.pca.state.mn.us/enzq915> or by contacting the MPCA at 651-296-6300 or toll-free at 800-657-3864. You can also contact the Municipal Wastewater Section staff assigned to the city the project is in. A directory of office locations can be found at: <http://www.pca.state.mn.us/about/regions/index.html>.

Send project information packet to: Fiscal Services – 6th floor, Minnesota Pollution Control Agency
520 Lafayette Road North, St. Paul, MN 55155

Note: No project construction may begin until you are in receipt of the required permit(s) issued by the MPCA and as defined by law under Minn. Stat. § 115.07, subd. 3.

Contact information

All four contacts type fields must be completed. The same individual may be used for multiple types.

1. Project proposer name:

Contact name: John Mulder Title: City Administrator
Name of firm or organization: City of Hermantown
Mailing address: 5105 Maple Grove Rd
City: Hermantown State: MN Zip code: 55811
Phone: (218) 729-3600 Email: jmulder@hermantownmn.com

The proposer is the entity requesting consideration for the construct of the project. The proposer is often a developer or other private entity that is not the Permittee and will not be the ultimate owner of the sewer system. The Permittee, which is usually the municipality, may also propose projects.

2. Design engineer name for the project sewer system:

Contact name: David Bolf Title: City Engineer
Name of firm or organization: Northland Consulting Engineers
Mailing address: 102 South 21st Ave W, Suite 1
City: Duluth State: MN Zip code: 55806
Phone: (218) 727-5995 Email: david@nce-duluth.com

3. Permittee authorized representative (collection system) contact information:

Contact name: John Mulder Title: City Administrator
Name of firm or organization: City of Hermantown
Mailing address: 5105 Maple Grove Rd
City: Hermantown State: MN Zip code: 55811
Phone: (218) 729-3600 Email: jmulder@hermantownmn.com

4. WWTP authorized representative contact information:

Contact name: Dan Belden Title: Senior Planner
Name of firm or organization: WLSSD
Mailing address: 2626 Courtland St
City: Duluth State: MN Zip code: 55806
Phone: (218) 740-4774 Email: dan.belden@wlssd.com

Connections and flows components

*Complete these items with respect to how many connections are being requested for the proposed project. Project component types are defined as residential, commercial, industrial, and other. (Projects are often described in different ways, so the parameters have been selected as common quantities. **Acres** means the total area of the proposed project; **Lots** means the number of individual properties the area will be divided into, and **REU** means 'Residential Equivalent Unit', or unit equivalent to one home):*

1. Project components

a. Residential

Number of homes: Existing Oak Ridge: 34 + Proposed Okerstrom: 6 +Future Peyton Acres: 26 = 66 Total
Design flow per home: (gallons per day per home) 100gpd/person x 2.6 persons per household = 260 gpd per household
Total residential flow from project: (gallons per day) 66 Homes x 260 gpd = 17,160 gpd
Total residential BODs from proposed project: (pounds per day) 0.17ppd/person x 66 homes x 2.6 persons per household = 11.22 pounds per day

b. Commercial

Number of commercial components 0 Units (check only one): ☐ Acres ☐ Lots ☐ REU
Design flow per component (gallons per day per component):
Total commercial flow from project (gallons per day):
Total commercial BODs from proposed project (pounds per day):

c. Industrial

Number of industrial components 0 Units (check only one): ☐ Acres ☐ Lots ☐ REU

Design flow per component (gallons per day per component): _____

Total industrial flow from project (gallons per day): _____

Total industrial BOD₅ from proposed project (pounds per day): _____

d. Other

Number of other components 0 Units (check only one): ☐ Acres ☐ Lots ☐ REU

Design flow per component (gallons per day per component): _____

Total flow from other project components (gallons per day): _____

Total BOD₅ from other project components (pounds per day): _____

e. Proposed total design flow (Sum of all components types listed above) (gallons per day): _____

f. Proposed total design BOD₅ (Sum of all component types listed above) (pounds per day): _____

2. Specification of the WWTF where flow will be treated (Contact the WWTF for current specifications.)

a. Design Average Wet Weather flow (AWW) (use *design average flow if AWW not available*): 48.4 MGD

b. Actual current annual average daily flow received in the past 12 months: 34.16 MGD

c. Percent of design flow ($b \div a \times 100$): 70.6 %

Certification and signature

Federal Regulations (40 CFR Part 122.22) and State Regulations (Minn. Rule 7001.0060) require all permit applications to be signed as follows:

- A. For a corporation: by a responsible corporate officer. For the purpose of this permit, a responsible corporate officer means:
 - 1) A president, secretary, treasurer or vice president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation.
 - 2) The manager of one or more manufacturing, production or operating facilities employing more than 250 persons or having a gross annual sales or expenditures exceeding 425 million, if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
- B. For a partnership or sole proprietorship: by a general partner or the proprietor, respectively.
- C. For a municipality, county or other political subdivision: by a principal executive officer or ranking elected official.
- D. For a state, federal or other public agency/agents: by a commissioner, assistant or deputy commissioner; director, assistant or deputy director.

1. Project proposer's signature

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Print name: John Mulder

Title: City Administrator

Signature: John Mulder

Digitally signed by John Mulder
Date: 2023.05.03 11:30:38 -05'00'


Date (mm/dd/yyyy): 5/3/23

2. Design engineer's certification and signature

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Print name: David Bolf

Title: City Engineer

Authorized signature: 

Date (mm/dd/yyyy): 5/3/23

PE Registration No.: 40926

3. Permittee's approval

"My signature, or the signature of a delegated official, represents the approval of this project's connection to the sewer system and/or wastewater treatment facility under my jurisdiction. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment."

Print name: John Mulder

Title: City Administrator

Signature: John Mulder

Digitally signed by John Mulder
Date: 2023.05.03 11:31:13 -05'00'

Date (mm/dd/yyyy): 5/3/23

4. Sanitary district or WWTF approval - Authorized municipal official signature (or delegated authority) from sanitary sewer district or municipality, if different than permittee.

"My signature, or the signature of a delegated official, represents the approval of this project's connection to the sewer system and/or wastewater treatment facility under my jurisdiction. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment."

If the sanitary sewer district or regional treatment authority has provided project approval under a separate process, a copy of that approval letter may be submitted with this application in place of this signature.

Print name: _____ Title: _____

Authorized signature: _____ Date (mm/dd/yyyy): _____

Design certification for sanitary sewer extension plans and specifications

Title of plans and specifications: Okerstrom Road and Utility Improvements

All sanitary sewer extensions shall be designed according to the latest version of the following recommendations, specifications, and guidelines (specific MPCA guidelines take precedence over other documents):

- *Recommended Standards for Wastewater Facilities*, Great Lakes – Upper Mississippi River Board of State and Provincial Public Health and Environmental Managers. (Ten States Standards)
- *Standard Utilities Specification*, City Engineers Association of Minnesota.
- *Design Flow and Loading Determination Guidelines*, Minnesota Pollution Control Agency.

Sewer pipe:

Yes	No	N/A	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Does the project only include work on a lift station or pump station? If yes, go to questions No. 24.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Are all sewers designed without an overflow or bypass point?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Are all gravity sewers at least eight inches in diameter? (<i>Answer N/A only if there are no gravity sewers.</i>)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Are all sewers sufficiently deep to receive wastewater from basements and to prevent freezing, or is insulation provided for sewers that are not placed at a depth to prevent freezing?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. Is all nonconductive sewer pipe designed to be installed with a locate wire or equally effective means of marking the location in accordance with Minn. R. 7560.0150? Additional information for this rule can be obtained from the Minnesota Office of Pipeline Safety website at https://dps.mn.gov/divisions/ops/Pages/default.aspx or by calling 651-296-9636.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	5. If there are sewers that cross or enter any water body, has the Minnesota Department of Natural Resources (DNR) been contacted to determine if the project will require a permit for construction? (<i>Answer N/A only if there are no sewers located in a water body.</i>)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. If the project has the potential to adversely impact wetlands, has a permit or approval from another official statewide program (U.S. Army Corps of Engineers, DNR, or Minnesota Wetlands Conservation Act) been issued to specifically address the project? (<i>Answer N/A only if there are no impacts to wetlands.</i>)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	7. Do the design plans and specification contain specific size and location requirements for reaction blocking or pipe restraint to withstand water hammer and other cyclic reversal of stresses associated with lift station operation? (<i>Answer N/A only if there are no pressure sewers.</i>)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	8. Is there an air relief or vacuum relief valve provided at all high points in force mains? (<i>Answer N/A only if there are no pressure sewers.</i>)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	9. Are grinder pumps or other solids removal equipment included for any force main that is less than 4 inches in diameter? (<i>Answer N/A only if there is no pressure sewer or force main less than 4 inches.</i>)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10. Are all sewers designed with mean velocities when flowing full, of at least 2.0 feet per second, based on Manning's formula using an "n" value of 0.013?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11. Is the slope of 8-inch diameter gravity sewer at least 0.40 percent; 10-inch diameter sewer at least 0.28 percent; 12-inch diameter sewer at least 0.22 percent; 14-inch diameter sewer at least 0.17 percent; 15-inch diameter sewer at least 0.15 percent; 16-inch diameter sewer at least 0.14 percent; and 18-inch diameter sewer at least 0.12 percent? The pipe diameter and slope shall be selected to obtain the greatest practical velocities to minimize settling problems. Oversizing sewers to achieve flatter slopes should not be done. If proposed slopes are less than those listed above, what is the depth of flow and velocity of flow at the average wet weather flow and peak hourly wet weather flow (PHWW) for affected pipe sections?

Sewer pipe (continued):

Yes	No	N/A	
			If sewer grades are less than those listed above, sedimentation problems, frequent sewer maintenance, and backups may result. All sewers with a slope less than the minimums listed above must be cleaned at least once per year to ensure problems do not develop and to develop a site specific maintenance interval. <i>(Answer N/A only if no gravity sewer.)</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>		12. Are individual service connections to the sewer designed to be water tight and do not protrude into the sewer?
<input checked="" type="checkbox"/>	<input type="checkbox"/>		13. Are all gravity and pressure sewer pipes and water supply pipe separated horizontally by at least 10 feet and vertically by at least 1.5 feet when crossing? If these separation distances cannot be obtained, has approval from the Minnesota Department of Health (MDH) and/or the Department of Labor and Industry (DLI) been granted.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	14. Has an application for water supply and/or building sewer construction been submitted to the MDH or DLI? <i>(Answer N/A only if there is no water supply piping included with this project.)</i> Any project that involves the construction of water supply pipes may also require a permit from the MDH or the DLI. For additional information refer to the MDH website at http://www.health.state.mn.us/divs/eh/water/index.html or the DLI website at http://www.dli.mn.gov/CCLD/Plumbing.asp .
<input checked="" type="checkbox"/>	<input type="checkbox"/>		15. Has an inventory of all wells on all properties in the project area been completed, and will all wells be at least 50 feet from buried sewers, lift stations and grinder stations, as required by Minn. R. ch. 4725 (Minnesota Well Code)? For more information on well setbacks and exceptions to the 50-foot requirement, refer to the MDH website at http://www.health.state.mn.us/divs/eh/wells/index.html or contact the MDH Well Management Section at 651-201-4600 or 1-800-383-9808.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16. Are all manholes at least 48 inches in diameter? <i>(Answer N/A only if there are no manholes.)</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17. Are all manholes constructed to prevent surface water run off from entering through the cover? <i>(Answer N/A only if there are no manholes.)</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	18. Are drop manholes used at locations where the sewer pipe enters the manhole at an elevation of 24 inches or more above the manhole invert? <i>(Answer N/A only if sewer pipes enter at an elevation less than 24 inches.)</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	19. Is the spacing between manholes 400 feet or less or if the spacing is greater than 400 feet, do operation and maintenance personnel have access to adequate cleaning equipment that can accommodate the spacing? <i>(Answer N/A only if all pressure sewer.)</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>		20. Will a leakage test be performed to demonstrate watertightness of the sewer pipes?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	21. Will a deflection test be performed on all plastic gravity sewer after the pipe has been in place for at least 30 days? <i>(Answer N/A only if televising or other method is used instead.)</i>
<input checked="" type="checkbox"/>		<input type="checkbox"/>	22. Will sewer line televising be performed? <i>(Answer only as Yes or N/A.)</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>		23. Have questions No.1 through No. 22 been answered as Yes or N/A?

Lift stations:

Yes	No	N/A	
<input type="checkbox"/>		<input checked="" type="checkbox"/>	Does the project include any work on a lift station? <i>(Answer N/A only if there is no work on a lift station as part of this project and proceed to question No. 46 and answer Yes.)</i>
<input type="checkbox"/>	<input type="checkbox"/>		24. Will the lift station be fully operational and accessible during a 25-year flood?
<input type="checkbox"/>	<input type="checkbox"/>		25. Will the lift station structural, electrical and mechanical equipment be protected from physical damage during at 100-year flood?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	26. Where high ground water conditions are anticipated, has the buoyancy of the lift station structure been considered and adequate provisions made to protect the structures? <i>(Answer N/A only if high ground water conditions are not anticipated.)</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	27. Are wet wells and dry wells completely separated and common walls are gas tight? <i>(Answer N/A only if no dry well is included)</i>
<input type="checkbox"/>	<input type="checkbox"/>		28. Are multiple pumps provided such that with any unit out of service, the remaining units have capacity to handle the design peak hourly wet weather flow?
<input type="checkbox"/>	<input type="checkbox"/>		29. Are all pumps capable of passing spheres of at 3 inches in diameter?
<input type="checkbox"/>	<input type="checkbox"/>		30. Are all pump suction and discharge openings at least 4 inches in diameter?

Lift stations (continued):

Yes	No	N/A		
<input type="checkbox"/>	<input type="checkbox"/>		31.	Are all electrical components in raw wastewater wet wells in compliance with National Electrical Code requirements for Class I Group D, Division 1 locations?
<input type="checkbox"/>	<input type="checkbox"/>		32.	There are no bypass or overflow pipes from the wet well?
<input type="checkbox"/>	<input type="checkbox"/>		33.	Are suitable shutoff and check valves placed on the discharge line of each pump?
<input type="checkbox"/>	<input type="checkbox"/>		34.	Are check valves located between the shutoff valve and the pump?
<input type="checkbox"/>	<input type="checkbox"/>		35.	Are check valves placed in the horizontal position, except ball valves which may be placed vertically?
<input type="checkbox"/>	<input type="checkbox"/>		36.	Are shutoff and check valves for submersible pump lift stations located in a separate valve pit? If a separate valve pit is not provided, are all valves easily accessible for maintenance?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	37.	If a drain line is provided between a valve pit or dry well and a wet well, is the drain line equipped with a gas and water tight valve or extended below the low water level in the wet well to prevent entry of hazardous gases to the valve pit? (Answer N/A only if a drain line is not included.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	38.	If continuous wet well ventilation is provided, are at least 12 complete air changes per hour provided? (Answer N/A only if submersible pump lift station.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	39.	If intermittent wet well ventilation is provided, are at least 30 complete air changes per hour provided? (Answer N/A only if submersible pump lift station.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	40.	If continuous dry well ventilation is provided, are at least 6 complete air changes per hour provided? (Answer N/A only if submersible pump lift station.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	41.	If intermittent dry well ventilation is provided, are at least 30 complete air changes per hour for 10 minutes and 6 complete air changes per hour thereafter provided? (Answer N/A only if submersible pump lift station.)
<input type="checkbox"/>	<input type="checkbox"/>		42.	Are provisions for flow measurement provided? Type: _____
<input type="checkbox"/>	<input type="checkbox"/>		43.	Are a sufficient number of running time meters provided to record when each pump is running and when multiple pumps are running at the same time?
<input type="checkbox"/>	<input type="checkbox"/>		44.	Is an appropriate alarm system provided to indicate power failure, pump failure, unauthorized entry, or other malfunction? Type of alarm: _____
<input type="checkbox"/>	<input type="checkbox"/>		45.	Are provisions included for emergency operation to prevent the bypassing or backup of sewage? Emergency pumping capability may be accomplished by connection to at least two independent utility substations, or by provision of portable or in-place electrical generation, or by portable pumping equipment? Type: _____
<input checked="" type="checkbox"/>	<input type="checkbox"/>		46.	Have questions No. 24 through No. 45 been answered as Yes or N/A?

Fast track certification statement (Do not submit plans and specifications)

☒ Yes - "I certify under penalty of law that I am a licensed professional engineer and that this document was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

By typing my name in the following box I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing my application.

Print name: David Bolf

Title: City Engineer

Signature: 

☒ Check if document has been electronically signed.

Date (mm/dd/yyyy): _____

PE Registration No.: 40926

Justification for questions answered "No" (attach additional pages if needed):

Section number	Justification for variation

Environmental review pre-screening form

Environmental Review Program

Doc Type: Environmental Review Checklist

Instructions: The following questions are designed to help you and the Minnesota Pollution Control Agency (MPCA) staff determine if your project requires environmental review before proceeding with the permitting process. If you need help with this form or have questions about environmental review, please contact MPCA staff at 651-296-6300 or via email at Env.Review.PCA@state.mn.us.

Submittal: To avoid unnecessary and costly delays in your project, complete and submit this form with your permit application.

Important note: Under Environmental Quality Board Rules, a project may not begin construction and no final government decisions may be made to grant a permit, approve a project, or begin a project until the environmental review process is complete.

Part A: Permitting information

Name of project: Okerstrom Road and Utility Improvements
City: Hermantown County: St. Louis
Contact name: David Bolf Contact phone number: (218) 727-5995
Email address: david@nce-duluth.com

- 1) List all MPCA permit(s) that may be needed for this project:
Sanitary Sewer Extension
- 2) Is this permit application for reissuance **only*** of an existing permit? ☐ Yes ☒ No

**If this project involves any physical alterations, construction projects or operational changes to the facility or process you must answer No.*

Part B: Environmental Review

- | | Yes | No |
|---|--------------------------|-------------------------------------|
| 1) Are you required to prepare, are you preparing, or have you completed an EAW, EIS, Alternative Urban Areawide Review (AUAR), or Federal Environmental Assessment (EA) for any responsible governmental unit (RGU) other than the MPCA (e.g., city, township, county, state or federal agency) as part of this project? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| If yes, please identify the following: | | |
| RGU: | <u></u> | |
| Type of Environmental Review document (EAW, EA, EIS, AUAR): | <u></u> | |
| Other (specify): | <u></u> | |

If you answered "Yes" to either of the above questions, you are finished.
Please submit this form to the MPCA along with the permit application.

**If you answered "No" to both of the above questions,
please complete the remainder of the form, both Part C and D.**
When completed, please submit this form to the MPCA along with the permit application.

Part C: MPCA environmental review mandatory thresholds (Minn. R. 4410.4300 and 4410.4400)

Answer each question to determine if your project meets or exceeds the mandatory thresholds for environmental review.
Does your project consist of:

	Yes	No
Subp. 2 Construction or expansion of a nuclear fuel or nuclear waste processing facility?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 3 Construction of an electric power generating plant and associated facilities designed for or capable of operating at a capacity of 25 megawatts or more but less than 50 megawatts and for which an air permit from the MPCA is required?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 4 Construction of a new or expansion of an existing petroleum refinery? If yes, complete Q1 and Q2.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Q1: Are you constructing a new petroleum refinery?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Q2: Are you expanding an existing petroleum refinery that increases its capacity by 10,000 or more barrels per day?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp.5A Construction of a facility for the conversion of coal, peat, or other biomass sources to a gaseous, liquid, or solid fuel (this includes anaerobic digesters)? If yes, complete Q1.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Q1: Are you constructing a facility for the conversion of coal, peat, or biomass sources to gaseous, liquid, or solid fuels if that facility has the capacity to utilize 25,000 dry tons or more per year of input?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 5B Construction of a facility for the production of alcohol fuels? If yes, complete Q2 - Q4.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Q2: Are you constructing a new fuel conversion facility for the production of alcohol fuels that would have the capacity to produce 5,000,000 or more gallons per year of alcohol?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Q3: Are you constructing or expanding an alcohol fuel production facility located in the seven-county metro area that would have or would increase its capacity by 50,000,000 or more gallons per year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Q4: Are you constructing or expanding an alcohol fuel production facility located outside the seven-county metro area that produces more than 125,000,000 gallons per year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp.8A Construction or expansion of a coal transfer facility? If yes, complete Q1 and Q2.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Q1: Are you constructing a facility designed for or capable of transferring 300 tons or more of coal per hour or with an annual throughput of 500,000 tons of coal from one mode of transportation to a similar or different mode of transportation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Q2: Are you expanding an existing facility designed for or capable of transferring 300 tons or more of coal per hour or with an annual throughput of 500,000 tons of coal from one mode of transportation to a similar or different mode of transportation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 8B Construction or expansion of a hazardous materials transfer facility? If yes, complete Q3 and Q4.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Q3: Are you constructing a new facility for the bulk transfer of hazardous materials with the capacity of 10,000 or more gallons per transfer and is the facility is located in a shoreland area, delineated flood plain, a state or federally designated wild and scenic rivers district, Minnesota River Project Riverbend area, or the Mississippi headwaters area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Q4: Are you expanding an existing facility, by 50 percent or more, for the bulk transfer of hazardous materials with the capacity of 10,000 or more gallons per transfer and is the facility is located in a shoreland area, delineated flood plain, a state or federally designated wild and scenic rivers district, Minnesota River Project Riverbend area, or the Mississippi headwaters area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 10A Construction or expansion of a storage facility for coal? If yes, complete Q1.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Q1: Are you constructing or expanding a facility designed for or capable of storing more than 7,500 tons of coal or with an annual throughput of more than 125,000 tons of coal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 10B Construction of a facility for the storage of hazardous materials? If yes, complete Q2.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Q2: Are you constructing a new major facility, as defined in Minn. R. 7151.1200 that results in a designed storage capacity of 1,000,000 gallons or more of hazardous materials?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Supb. 10C Expansion of a facility for the storage of hazardous materials? If yes, complete Q3 and Q4.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 10D		
Q3: Are you expanding an existing major facility, as defined in Minn. R. 7151.1200, with a designed storage capacity of 1,000,000 gallons or more of hazardous materials and the expansion adds a net increase of 1,000,000 gallons or more of a hazardous material?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Q4: Are you expanding a facility that has less than 1,000,000 gallons in total designed storage capacity of hazardous materials when the net increase in designed storage capacity results in 1,000,000 gallons or more of hazardous materials?		

		Yes	No
Subp. 10H	Construction or expansion of a facility that will store silica sand? If yes, complete Q4.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q4: Are you constructing a facility designed for or capable of storing on a single site 7,500 tons or more of silica sand or has an annual throughput of more than 200,000 tons of silica sand?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 13	Construction or expansion of a paper or pulp processing facility? If yes, complete Q1 and Q2.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q1: Are you expanding an existing paper or pulp processing facility that will increase its production capacity by 50 percent or more?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q2: Are you constructing a new paper or pulp processing facility?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 15	Construction or modification of a stationary source of air emissions resulting in an increase in air emissions or greenhouse gases? If yes, complete Q1 and Q2.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q1: Are you constructing or modifying a stationary emission source that will emit 250 tons per year or more of a single air pollutant after the installation of air pollution control equipment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q2: Are you constructing or modifying a stationary source facility that generates a combined 100,000 tons or more per year of greenhouse gas emissions, expressed as carbon dioxide equivalents, after the installation of air pollution control equipment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 16	Construction or expansion of a hazardous waste disposal facility? If yes, complete Q1 – Q5.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q1: Are you constructing or expanding a hazardous waste disposal facility?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q2: Are you constructing a new facility for hazardous waste storage or treatment that is generating or receiving 1,000 kilograms or more per month of hazardous waste or one kilogram or more per month of acute hazardous waste?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q3: Are you expanding an existing facility for hazardous waste storage or treatment that increases its capacity by 10 percent or more?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q4: Are you constructing or expanding a facility that sells hazardous waste storage services to generators other than the owner and operator of the facility or a facility at which a generator's own hazardous wastes will be stored for a time period in excess of 90 days and the facility is located in a water-related land use management district, or in an area characterized by soluble bedrock?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q5: Are you constructing or expanding a hazardous waste disposal, storage or treatment facility in a water-related land use management district or in an area characterized by soluble bedrock?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 17	Construction or expansion of a mixed municipal solid waste disposal, transfer, energy recovery, or compost facility? If yes, complete Q1 – Q9.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q1: Are you constructing a mixed municipal solid waste land disposal facility for up to 100,000 cubic yards of waste fill per year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q2: Are you constructing a mixed municipal solid waste land disposal facility for 100,000 cubic yards or more of waste fill per year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q3: Are you expanding by 25 percent or more of previously permitted capacity of a mixed municipal solid waste land disposal facility for up to 100,000 cubic yards of waste fill per year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q4: Are you constructing or expanding a mixed municipal solid waste land disposal facility in a water-related land use management district or in an area characterized by soluble bedrock?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q5: Are you constructing or expanding a mixed municipal solid waste transfer station for 300,000 or more cubic yards per year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q6: Are you constructing or expanding a mixed municipal solid waste energy recovery facility or incinerator, or the utilization of an existing facility for the combustion of mixed municipal solid waste or refuse-derived fuel, with a capacity of 30 or more tons per day of input?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q7: Are you constructing or expanding a mixed municipal solid waste compost facility or a refused-derived fuel production facility with a permitted capacity of 50 or more tons per day of input?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q8: Are you expanding a mixed municipal solid waste land disposal facility for 100,000 cubic yards or more of waste fill per year by at least 10 percent but less than 25 percent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q9: Are you constructing or expanding a mixed municipal solid waste energy recovery facility ash landfill receiving ash from an incinerator that burns refuse-derived fuel or mixed municipal solid waste?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 18A	Expansion, modification, or replacement of a municipal sewage collection system? If yes, complete Q1 and Q2.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 18B	Q1: If you are discharging to a wastewater treatment facility with a capacity of less than 20,000,000 gallons per day, are you expanding, modifying, or replacing a municipal sewage collection system that will result in an increase in design average daily flow of 1,000,000 gallons per day or more?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

		Yes	No
	Q2: If you are discharging to a wastewater treatment facility with a capacity greater than 20,000,000 gallons per day , are you expanding, modifying, or replacing a municipal sewage collection system that will result in an increase in design average daily flow of 2,000,000 gallons per day or more?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 18C	Expansion or reconstruction of an existing municipal or domestic wastewater treatment facility? If yes, complete Q3.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q3: Are you expanding or reconstructing an existing municipal or domestic wastewater treatment facility that will result in an increase in capacity by 50 percent or more and by at least 200,000 gallons per day of its average wet weather design flow capacity?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 18D	Construction of a new municipal or domestic wastewater treatment facility? If yes, complete Q4.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q4: Are you constructing a new municipal or domestic wastewater treatment facility with an average wet weather design flow capacity of 200,000 gallons per day or more?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 18E	Expansion or modification of an existing industrial process wastewater treatment facility? If yes, complete Q5.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q5: Are you expanding or modifying an existing industrial process wastewater treatment facility that increases the facilities design flow capacity by 50 percent or more and by at least 200,000 gallons per day or more?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 18F	Construction of a new industrial process wastewater treatment facility? If yes, complete Q6.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q6: Are you constructing a new industrial process wastewater treatment facility with a design flow capacity of 200,000 gallons per day or more, or 5,000,000 gallons per month or more, or 20,000,000 gallons per year or more?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 25	Incineration of wastes containing Polychlorinated Biphenyls (PCBs)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subp. 29	Construction or expansion of an animal feedlot facility? If yes, complete Q1 and Q2.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q1: Are you constructing an animal feedlot facility with a capacity of 1,000 animal units or more?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q2: Are you expanding an animal feedlot by 1,000 animal units or more? If "Yes" to Q1 or Q2, proceed to Part D. If "No", proceed to Q3.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q3: Are you constructing or expanding an animal feedlot facility by more than 500 animal units? If "No" to Q3, proceed to Part D. If "Yes", proceed to Q4.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Q4: Is the existing or proposed facility located wholly or partially in any of the following sensitive locations:		
	• Shoreland or delineated floodplain?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	• A state or federally designated wild and scenic river district?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	• The Minnesota River Project Riverbend Area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	• The Mississippi Headwaters Area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	• A drinking water supply management area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	• Within 1000 feet of a sinkhole, cave, resurgent spring, disappearing spring, Karst window, blind valley or dry valley?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Part D: Phased or connected actions (Minn. R. 4410.1000)

Answer each question to determine if your project could be a phased or connected action. Multiple projects and multiple stages of a single project must be considered in total when determining the need for an EAW or EIS.

		Yes	No
A.	Has a previous phase of this project been conducted in the last three years?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B.	Are you planning an expansion or another phase of this project within the next three years?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
C.	Do you have other existing facilities or proposed projects that may affect the same geographic area as this project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	If yes, what is the linear distance between the existing facilities or proposed project(s) and this project? _____		
D.	Is this project a prerequisite for another project, whether by you or another entity?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
E.	Is this project part of a larger project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

V:\Projects\22-8009 - Oak Ridge Drive Sanitary Sewer Extension\Drawings\DWG\WSSD PERMIT PLANS Title.dwg May 04, 2023 - 9:47am jstey

LEGEND		
DESCRIPTION	PROPOSED	EXISTING
SITE PROPERTY		
SECTION		
RIGHT OF WAY		
EASEMENT		
LOT		
BENCHMARK	△	△
SURVEY MONUMENT	⊙	⊙ T · X
CENTERLINE	---	---
PAVEMENT		
PAVERS		
CONCRETE		
SIDEWALK		
GRAVEL		
RIP RAP		
CURB & GUTTER		
CURB & GUTTER		N/A
STRIPING		
ADA DOMES		
FLAG POLE		
MAIL BOX		
POST		
BOLLARD		
PARKING METER		
SIGN		
CHAIN LINK FNC		
BARB WIRE FNC		
FNC		
GUARD RAIL		
VEGETATION		
TREE		
WETLAND	N/A	
BUILDING		
WALL		
DOORS		
OVERHANG		
STOOP		N/A
FOOTING		
DOWN DRAIN		
MJR CONTOUR	500	500
MNR CONTOUR	499	499
TOP OF SLOPE	TOP	TOP
TOE OF SLOPE	TOE	TOE
DAYLIGHT FILL	F	N/A
DAYLIGHT CUT	C	N/A
FLOW LINE		
OVERHEAD	OH	OH
UTILITY POLE		
GUY WIRE		
VALVE		
UTILITY BOX		
METER		
CLEANOUT		
STORM PIPE		
STORM MH		
CB - SQUARE		
CB - ROUND		
APRON		
FORCEMAIN	FM	FM
SANITARY		
SANITARY MH		
WATER LINE	W	W
WATER MH		
HYDRANT		
WELL		
GAS PIPE	G	G
GAS MH		
REGULATOR		
ELECTRICAL	E	E
ELEC MH		
LIGHT POLE		
TRANSFORMER		
OUTLET		
FIBER OPTIC	FO	FO
TELECOM	T	T
CABLE	CBL	CBL
COMM MH		

CITY OF HERMANTOWN MINNESOTA
DEPARTMENT OF PUBLIC WORKS AND UTILITIES
CONSTRUCTION PLANS FOR

ROAD RECONSTRUCTION, WATER MAIN
CONSTRUCTION, SANITARY SEWER
CONSTRUCTION

LOCATED ON OKERSTROM ROAD NORTH OF ANDERSON ROAD

ROADWAY LENGTH: 1201.00 FEET 0.227 MILES

UTILITY LENGTH: 1350.00 FEET 0.256 MILES

PAVED ROADWAY LENGTH: 803.00 FEET 0.152 MILES

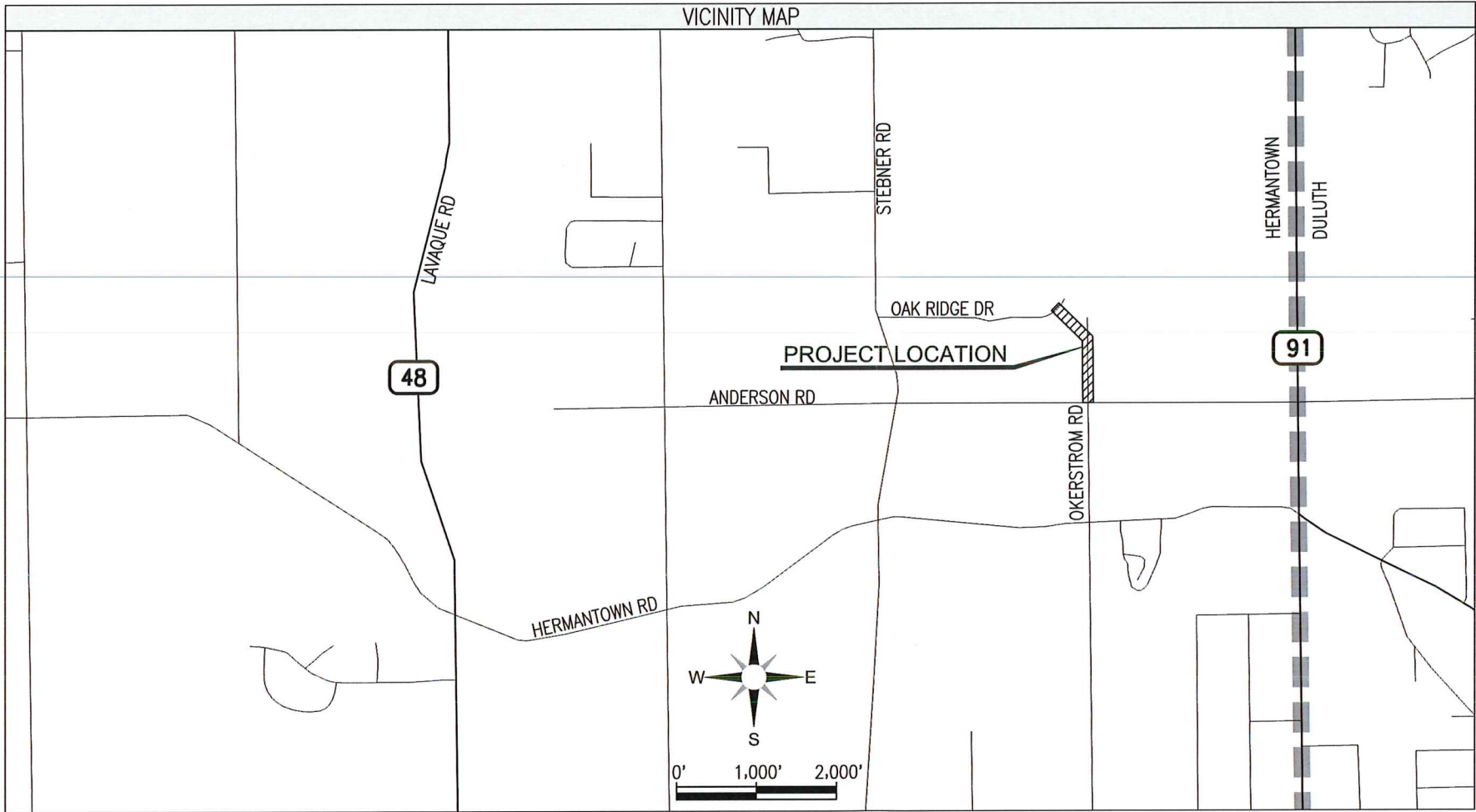
UNPAVED ROADWAY LENGTH: 398.00 FEET 0.075 MILES



PROJECT LOCATION
ST. LOUIS COUNTY
CITY OF HERMANTOWN



1-800-252-1166



DEFINITIONS	
ABBREVIATION	DESCRIPTION
EG	EXISTING GRADE
FFE	FINISH FLOOR ELEVATION
FG	FINISH GRADE
N/A	NOT AVAILABLE
PC	POINT OF CURVATURE
PI	POINT OF INTERSECTION
PT	POINT OF TANGENT

GOVERNING SPECIFICATIONS

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION
'STANDARD SPECIFICATIONS FOR CONSTRUCTION' SHALL GOVERN.
AVAILABLE AT: <http://www.dot.state.mn.us/pre-letting/spec/>

THE 2022 EDITION OF THE CITY OF HERMANTOWN STANDARD
CONSTRUCTION SPECIFICATIONS AND SUPPLEMENTS OR ADDENDUMS
SHALL APPLY. AVAILABLE AT: GOVERNMENTAL SERVICES BUILDING

UTILITY DETAIL LEVEL

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY LEVEL D.
THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF
CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION
AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA".

WARNING:

LOCATION OF UNDERGROUND UTILITIES TO BE VERIFIED BY CONTRACTOR.
CALL BEFORE DIGGING. GOPHER STATE ONE CALL 1-800-252-1166
REQUIRED BY LAW.

BASIS OF BEARING/CONTROL

CONTROL BASED ON THE ST. LOUIS COUNTY TRANSVERSE MERCATOR
COORDINATE SYSTEM OF 1996

POINT NAME:	NORTHING:	EASTING:	ELEVATION:
TNH	3345336.42	4823493.55	1314.25
REBAR MONUMENT	3346484.53	4823207.52	1337.74

SHEET INDEX

SHEET NO	DESCRIPTION
1	TITLE
2	GENERAL NOTES
3-7	DETAILS & STANDARD PLATES
8-11	PLAN & PROFILE

---THIS PLAN CONTAINS 10 SHEETS---

CITY APPROVAL

PRELIMINARY
NOT FOR CONSTRUCTION

APPROVED HERMANTOWN CITY ADMINISTRATOR DATE



OKERSTROM ROAD
ROAD AND UTILITY IMPROVEMENTS

I hereby certify that this plan, specification, or report was prepared
by me or under my direct supervision and that I am a duly licensed
Professional Engineer under the laws of the State of Minnesota.
5/3/23
Lic. No: 40926
Engineer: David G. Bolf

revision
Proj: 22-8009
Date: 5/3/23
Drawn: JJS
Checked: DGB

TITLE
Sheet Title
Sheet Number

1

GENERAL CIVIL NOTES

SHOP DRAWINGS

SHOP DRAWINGS FOR THE FOLLOWING ITEMS, BUT NOT LIMITED TO, SHALL BE SUBMITTED FOR REVIEW PRIOR TO CONSTRUCTION IF APPLICABLE;

- A. BITUMINOUS MIX DESIGN
- B. CONCRETE MIX DESIGN
- C. STORM SEWER COMPONENTS
- D. WATER MAIN COMPONENTS
- E. SANITARY SEWER COMPONENTS
- F. CONCRETE STRUCTURES
- G. STORM WATER TREATMENT MATERIALS
- H. GEOSYNTHETIC PRODUCTS

DIMENSIONS AND QUANTITIES ARE NOT REVIEWED BY THE ENGINEER OF RECORD; THEREFORE, THEY SHALL BE VERIFIED BY THE CONTRACTOR. THE CONTRACTOR SHALL REVIEW AND STAMP DRAWINGS PRIOR TO REVIEW BY THE ENGINEER OF RECORD. CONTRACTOR SHALL REVIEW DRAWINGS FOR CONFORMANCE WITH THE MEANS, METHODS, TECHNIQUES, SEQUENCES, AND OPERATIONS OF CONSTRUCTION, AND ALL SAFETY PRECAUTIONS AND PROGRAMS INCIDENTAL THERETO. SUBMITTALS SHALL INCLUDE ONE ELECTRONIC COPY TO BE MARKED AND RETURNED.

SHOP DRAWING SUBMITTALS PROCESSED BY THE ENGINEER ARE NOT CHANGE ORDERS. THE PURPOSE OF SHOP DRAWING SUBMITTALS BY THE CONTRACTOR IS TO DEMONSTRATE TO THE ENGINEER THAT THE CONTRACTOR UNDERSTANDS THE DESIGN CONCEPT BY INDICATING WHICH MATERIAL IS INTENDED TO BE FURNISHED AND INSTALLED AND BY DETAILING THE INTENDED FABRICATION AND INSTALLATION METHODS. IF DEVIATIONS, DISCREPANCIES, OR CONFLICTS BETWEEN SHOP DRAWING SUBMITTALS AND THE CONTRACT DOCUMENTS ARE DISCOVERED EITHER PRIOR TO OR AFTER SHOP DRAWING SUBMITTALS ARE PROCESSED BY THE ENGINEER, THE DESIGN DRAWINGS AND SPECIFICATION SHALL CONTROL AND SHALL BE FOLLOWED.

UTILITIES

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS TO UTILITY LEVEL "D" AS DEFINED BY CI/ASCE 38-02. THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING "GSOC" AT (1-800-252-1166) TWO WORKING DAYS PRIOR TO ANY EXCAVATION OR CONSTRUCTION.

GEOTECHNICAL & MATERIAL TESTING

THE CONTRACTOR SHALL VERIFY RECOMMENDATIONS NOTED IN THE GEOTECHNICAL REPORT PRIOR TO INSTALLATION OF SITE IMPROVEMENT MATERIALS. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY ENGINEER OF ANY DISCREPANCIES BETWEEN THE GEOTECHNICAL REPORT AND THE PLANS.

OWNER HAS OPTION TO COMPLETE QUALITY ASSURANCE OF MATERIAL TESTING. MATERIAL TESTING SHALL FOLLOW THE MnDOT SCHEDULE OF MATERIAL CONTROL UNLESS NOTED IN THE CONTRACT DOCUMENTS.

AMERICANS WITH DISABILITIES ACT (ADA)

ALL PEDESTRIAN FACILITIES ON THIS PROJECT MUST BE CONSTRUCTED ACCORDING TO PUBLIC RIGHTS-OF-WAY ACCESSIBILITY GUIDELINES (PROWAG) WHICH CAN BE FOUND AT: <http://www.dot.state.mn.us/ada/pdf/PROWAG.pdf> and MnDOT STANDARD PLANS 5-297.250 & 5-297.254

THE CONTRACTOR MUST DESIGNATE A RESPONSIBLE PERSON COMPETENT IN ALL ASPECTS OF PROWAG TO ASSESS PROPOSED SIDEWALK LAYOUT AT EACH SITE BEFORE WORK BEGINS. THE DESIGNATED PERSON MUST HAVE ATTENDED THE MnDOT ADA CONSTRUCTION CERTIFICATION COURSE AND RECEIVED A PASSING SCORE, WITHIN THE PAST 3 YEARS. FOR CLASS DATES AND LOCATIONS PLEASE REFER TO THE FOLLOWING LINK AT: <http://www.dot.state.mn.us/ada/training.html>. A MINIMUM OF ONE PERSON PER PROJECT MUST POSSESS A VALID ADA CONSTRUCTION CERTIFICATION CARD ANYTIME ADA WORK IS BEING PERFORMED ON THE PROJECT. IF WORK ON ELECTRICAL COMPONENTS IS THE ONLY ADA WORK TAKING PLACE ON THE PROJECT THE ELECTRICIAN MUST HAVE IN THEIR POSSESSION A CURRENT MnDOT SIGNALS AND LIGHTING CERTIFICATION.

THE CONTRACTOR AND THE ENGINEER SHALL WORK TOGETHER TO CONSTRUCT ALL PEDESTRIAN FACILITIES SET FORTH IN THE PLANS AND REQUIREMENTS OF PROWAG.

IF THE PLAN OR SITE CONDITIONS DO NOT ALLOW ACCESSIBILITY STANDARDS TO BE MET, THE CONTRACTOR SHALL CONSULT WITH THE ENGINEER TO DETERMINE A RESOLUTION. THE ENGINEER SHALL RESPOND TO THE CONTRACTOR, IN A TIMELY MANNER (UP TO 24 HOURS), WITH A SOLUTION ON HOW TO PROCEED. THE CONTRACTOR SHALL MITIGATE ANY POTENTIAL DELAYS BY PROGRESSING OTHER AVAILABLE WORK ON THE PROJECT.

IF THE CONTRACTOR CONSTRUCTS ANY PEDESTRIAN FACILITIES THAT ARE NOT PER PLAN, DO NOT MEET THE REQUIREMENTS OF PROWAG, OR DO NOT FOLLOW THE AGREED UPON RESOLUTION WITH THE ENGINEER, THE CONTRACTOR WILL BE RESPONSIBLE FOR CORRECTING THE DEFICIENT FACILITIES WITH NO COMPENSATION PAID FOR THE CORRECTIVE WORK.

SURVEY STAKES & BENCHMARKS

THE CONTRACTOR IS RESPONSIBLE FOR ALL STAKING OPERATIONS UNLESS OTHERWISE NOTED IN THE CONTRACT DOCUMENTS.

IF NOTED IN THE CONTRACT DOCUMENTS FOR THE OWNER TO PROVIDE STAKING OPERATIONS, THE CONTRACTOR SHALL GIVE THE ENGINEER AT LEAST 72 HOURS NOTICE IN WRITING BEFORE REQUIRING ANY SURVEYS OR CONSTRUCTION STAKES TO BE SET, OR BEFORE COMMENCING WORK ON ANY PORTION OF THE CONTRACT, OR AT ANY NEW PLACE, AS WELL AS AT ANY PLACE WHERE WORK HAS BEEN RELINQUISHED OR STOPPED FOR ANY CAUSE.

THE CONTRACTOR IS RESPONSIBLE FOR THE PRESERVATION OF ALL SUCH STAKES AND BENCH MARKS IN THEIR PROPER POSITIONS, AND IN CASE OF ANY OF THEM BEING LOST, DESTROYED, OR OBLITERATED AFTER ONCE HAVING BEEN GIVEN, THE CONTRACTOR SHALL AT ONCE NOTIFY THE OWNER IN WRITING AND ALL EXPENSE INCURRED BY THE OWNER IN REPLACING THE SAME MAY BE CHARGED AGAINST THE CONTRACTOR AND DEDUCTED FROM THE ESTIMATES.

ENGINEER'S AUTHORITY

THE ENGINEER SHALL GIVE ALL ORDERS AND DIRECTIONS CONTEMPLATED UNDER THIS CONTRACT AND SPECIFICATIONS RELATIVE TO THE EXECUTION OF THE WORK. THE ENGINEER SHALL DETERMINE THE AMOUNT, QUALITY, ACCEPTABILITY, AND FITNESS OF THE SEVERAL KINDS OF WORK AND MATERIALS WHICH ARE TO BE PAID FOR UNDER THIS CONTRACT AND SHALL DECIDE ALL QUESTIONS WHICH MAY ARISE IN RELATION TO SAID WORK AND THE CONSTRUCTION THEREOF.

THE ENGINEER'S ESTIMATES AND DECISIONS SHALL BE FINAL AND CONCLUSIVE, EXCEPT AS HEREIN OTHERWISE EXPRESSLY PROVIDED. IN CASE ANY QUESTIONS SHALL ARISE BETWEEN THE PARTIES HERETO RELATIVE TO SAID CONTRACT OR SPECIFICATIONS, THE DETERMINATION OF DECISION OF THE ENGINEER SHALL BE A CONDITION PRECEDENT TO THE RIGHT OF THE CONTRACTOR TO RECEIVE ANY MONEY OR PAYMENT FOR WORK UNDER THIS CONTRACT AFFECTED IN ANY MANNER OR TO ANY EXTENT BY SUCH QUESTION.

THE ENGINEER SHALL DECIDE THE MEANING AND INTENT OF ANY PORTION OF THE SPECIFICATIONS AND OF ANY PLAN OR DRAWINGS WHERE THE SAME MAY BE FOUND OBSCURE OR BE IN DISPUTE. ANY DIFFERENCES OR CONFLICTS IN REGARD TO THEIR WORK WHICH MAY ARISE BETWEEN THE CONTRACTOR UNDER THIS CONTRACT AND OTHER CONTRACTORS PERFORMING WORK FOR THE OWNER SHALL BE ADJUSTED AND DETERMINED BY THE ENGINEER.

THE CONTRACTOR IS TO FURNISH THE ENGINEER OR SUPERVISOR WITH ALL REQUIRED ASSISTANCE TO FACILITATE THOROUGH INSPECTION, OR CULLING OVER REMOVAL OF DOUBTFUL OR DEFECTIVE MATERIAL, OR FOR THE THOROUGH EXAMINATION INTO ANY OF THE WORK PERFORMED, OR FOR ANY OTHER PURPOSE REQUIRED IN THE DISCHARGE OF THEIR DUTIES, FOR WHICH SERVICE NO ADDITIONAL ALLOWANCE WILL BE MADE. THE ENGINEER OR SUPERVISOR MAY STOP THE WORK ENTIRELY IF THERE IS NOT SUFFICIENT QUANTITY OF SUITABLE AND APPROVED MATERIALS ON THE SITE TO CARRY IT ON PROPERLY, OR FOR ANY GOOD AND SUFFICIENT CAUSE; ALSO TO SEE THAT ALL OF THE PROVISIONS OF THIS CONTRACT AND SPECIFICATION ARE FAITHFULLY ADHERE TO, AND SHALL HAVE THE POWER TO DISMISS ANY EMPLOYEE OF THE CONTRACTOR FOR INCOMPETENCE, INTOXICATION, WILLFUL NEGLIGENCE, OR DISREGARD OF ORDERS.

THE ENGINEER WILL NOT BE RESPONSIBLE FOR THE ACTS OF OMISSIONS OF THE CONTRACTOR, OR ANY SUBCONTRACTORS, OR ANY OF THE THEIR SUPERINTENDENCE, AGENTS, OR EMPLOYEES.

CHANGES IN WORK

NO CHANGES IN THE WORK COVERED BY THE APPROVED CONTRACT DOCUMENTS SHALL BE MADE WITHOUT HAVING PRIOR WRITTEN APPROVAL BY THE ENGINEER.

STATEMENT OF ESTIMATED QUANTITIES FOR WATER MAIN IMPROVEMENTS

Spec. No.	Item Description	Unit of Measure	NCE Estimated Quantities
2104.503	REMOVE WATER SERVICE PIPE	L F	230
2104.503	REMOVE WATER MAIN	L F	825
2504.601	TEMPORARY WATER SERVICE	LS	1
2504.602	CONNECT TO EXISTING WATER MAIN	EACH	2
2504.602	HYDRANT ASSEMBLY	EACH	2
2504.602	WATER TRACER BOX	EACH	2
2504.602	8" GATE VALVE AND BOX	EACH	2
2504.602	8" X 1" TAPPING TEE W/ ELECTROFUSION SADDLE	EACH	6
2504.602	RECONNECT WATER SERVICE	EACH	6
2504.602	WATER TRACER BOX	EACH	6
2504.602	1" CURB STOP AND BOX	EACH	6
2504.603	1" HDPE SDR 11 SERVICE PIPE	L F	355
2504.603	8" DIPS HDPE WATER MAIN SDR 11	L F	1335

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OKERSTROM ROAD
ROAD AND UTILITY IMPROVEMENTS

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.

PRELIMINARY
NOT FOR CONSTRUCTION

5/3/23

Lic. No: 40926

Engineer: David G. Bolf

revision

Proj: 22-8009

Date: 5/3/23

Drawn: JJS

Checked: DGB

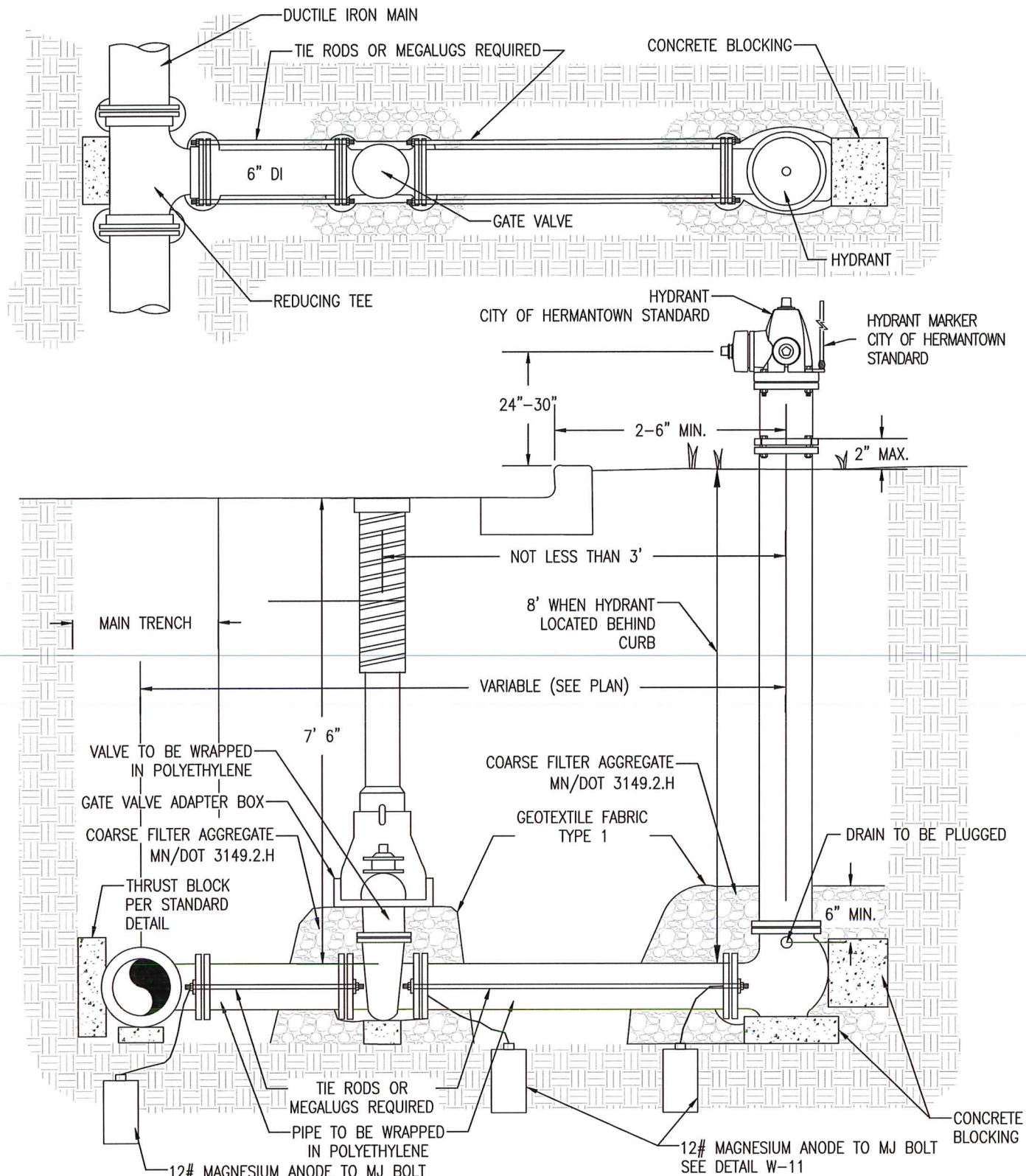
GENERAL NOTES

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Sheet Number

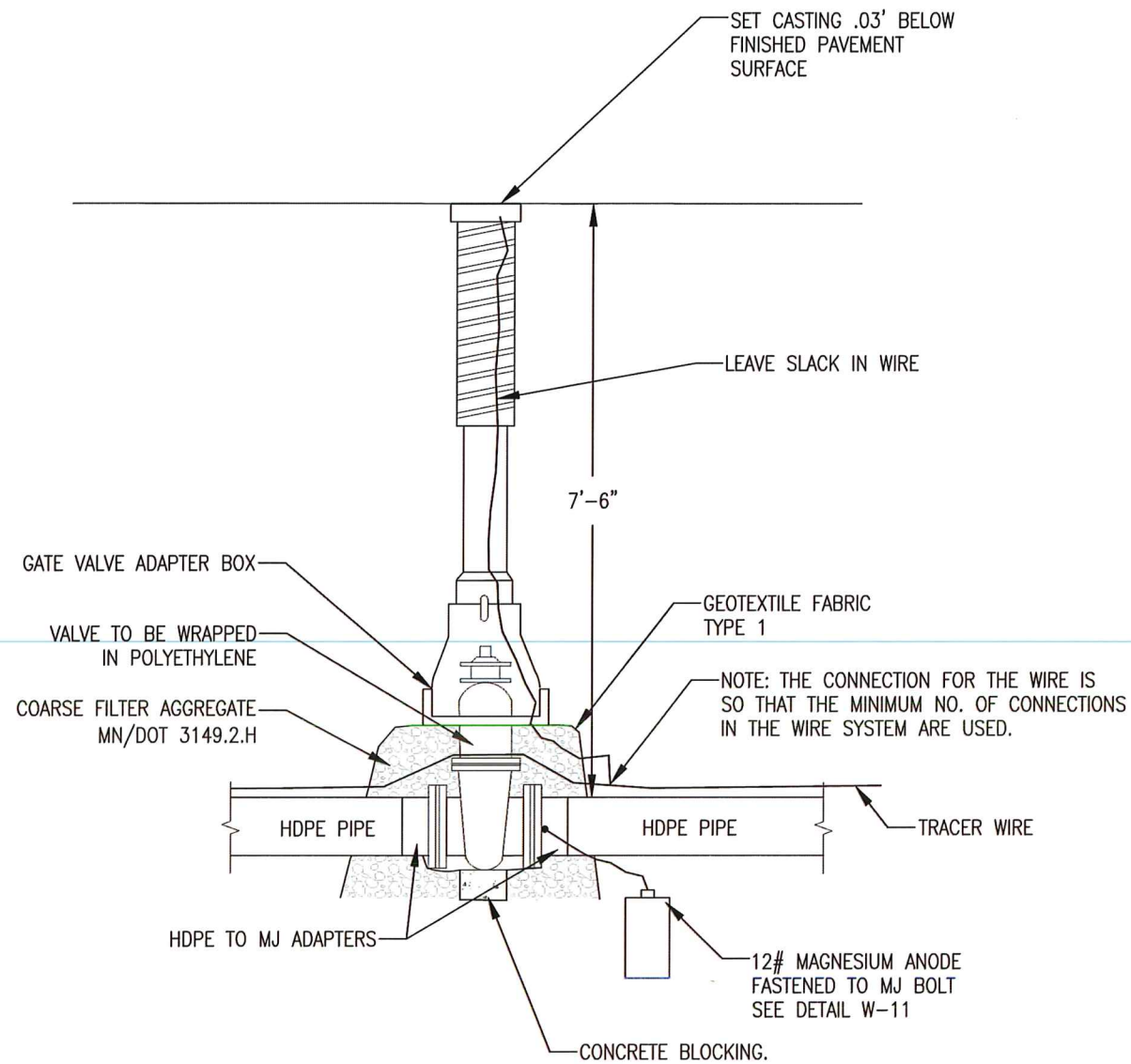
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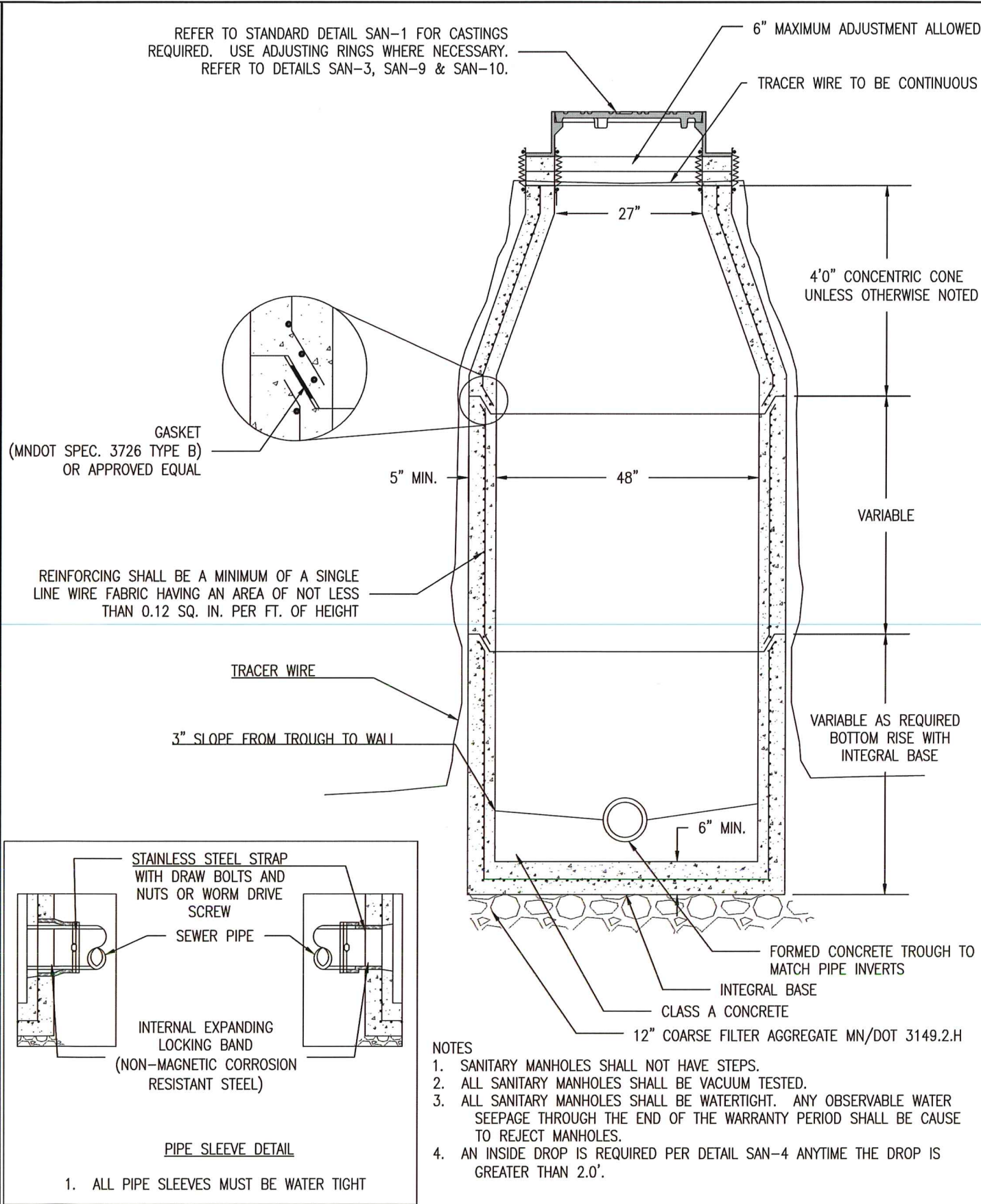
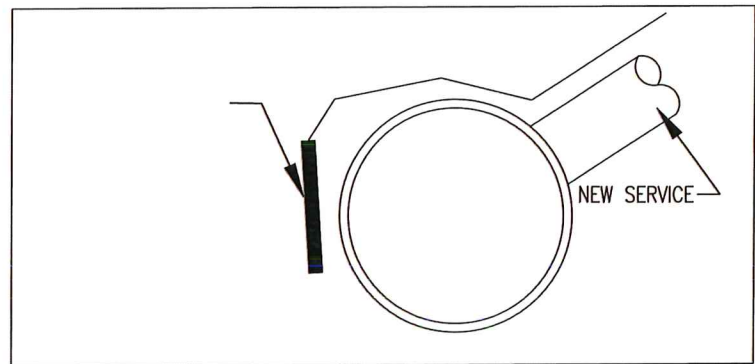
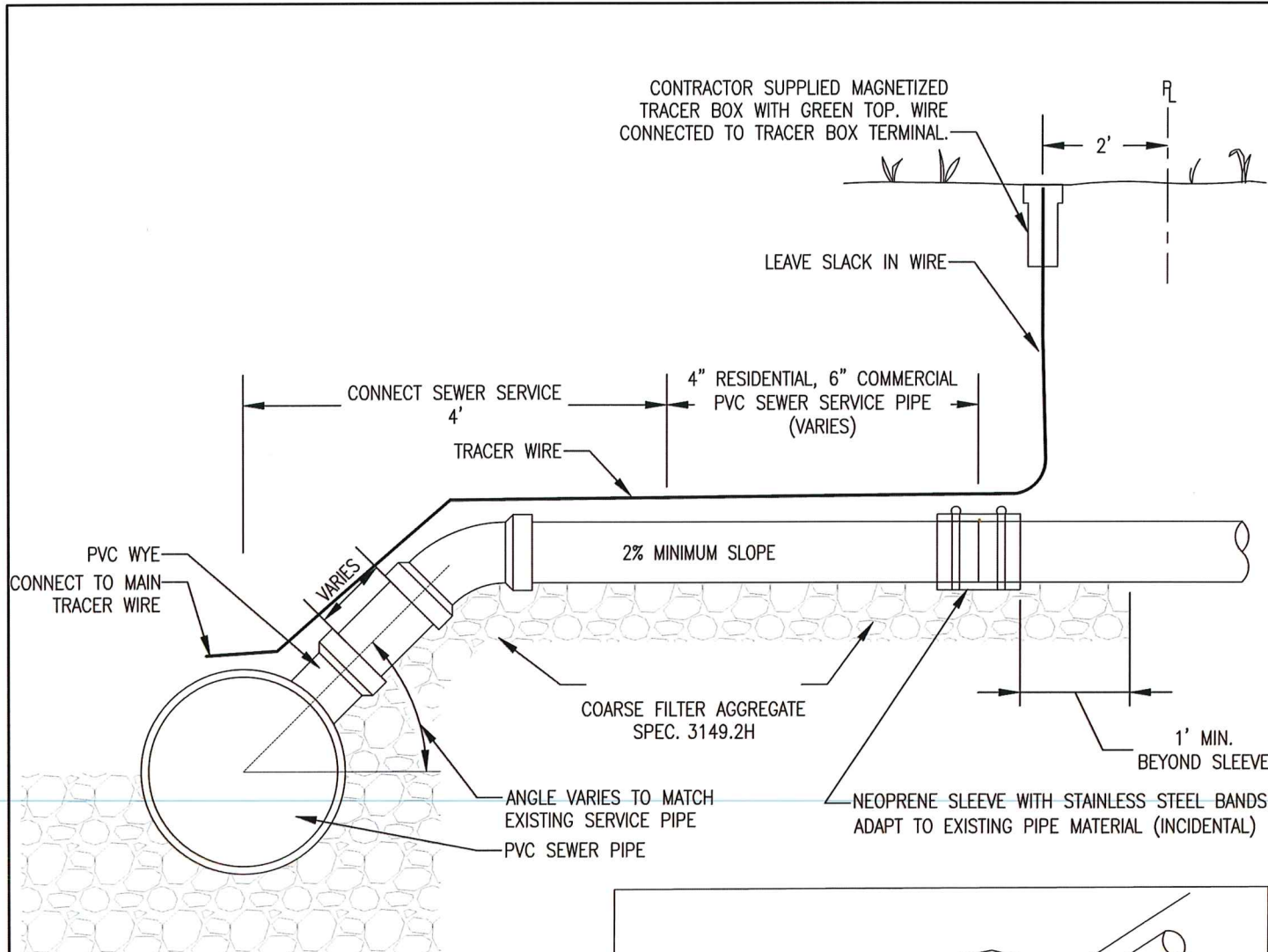


- NOTES:
1. VALVES SHALL BE CONNECTED DIRECTLY TO AN ANCHORING TEE. WHENEVER DIRECT CONNECTION IS NOT POSSIBLE, TIE RODS OR MEGALUGS SHALL BE USED. TIE RODS SHALL BE GALVANIZED.
 2. USE EPOXY COATING ON VALVE AND HYDRANT BASE.
 3. ALL BOLTS SHALL BE COR-TEN WITH 6 OUNCE ZINC ANODE CAPS CONFORMING TO ASTM B-418 FOR ALL MECHANICAL JOINT FITTINGS.

	FIRE HYDRANT SETTING DETAIL – DUCTILE IRON	W-3	NO SCALE		WATER VALVE BOX – HDPE MAIN	W-10A	NO SCALE
	CITY OF HERMANTOWN STANDARD DETAIL PUBLIC WORKS DEPARTMENT	APPROVED 4/19/2022			CITY OF HERMANTOWN STANDARD DETAIL PUBLIC WORKS DEPARTMENT	APPROVED 4/19/2022	



- NOTES:
1. VALVES SHALL BE CONNECTED DIRECTLY TO HDPE WITH HDPE TO MECHANICAL JOINT ADAPTERS.
 2. USE EPOXY COATING ON EXTERIOR OF VALVES.
 3. ALL BOLTS SHALL BE COR-TEN WITH 6 OUNCE ZINC ANODE CAPS CONFORMING TO ASTM B-418 FOR ALL MECHANICAL JOINT FITTINGS.
 4. FOR OPEN CUT PIPE INSTALLATIONS, ELECTROFUSION COUPLINGS ARE NOT ALLOWED FOR CONNECTION OF HDPE TO MJ ADAPTERS. FOR DIRECTIONAL DRILLED INSTALLATIONS, ONE ELECTROFUSION COUPLING MAY BE USED PER VALVE.
 5. GATE VALVES WITH HDPE STUBS MAY BE USED IN LIEU OF MJ VALVES. ANODE SHALL BE CONNECTED DIRECTLY TO THE VALVE BONNET BOLTS.



- NOTES
1. SANITARY MANHOLES SHALL NOT HAVE STEPS.
 2. ALL SANITARY MANHOLES SHALL BE VACUUM TESTED.
 3. ALL SANITARY MANHOLES SHALL BE WATERTIGHT. ANY OBSERVABLE WATER SEEPAGE THROUGH THE END OF THE WARRANTY PERIOD SHALL BE CAUSE TO REJECT MANHOLES.
 4. AN INSIDE DROP IS REQUIRED PER DETAIL SAN-4 ANYTIME THE DROP IS GREATER THAN 2.0'.

	<p>TYPICAL SEWER SERVICE CONNECTION</p> <p>CITY OF HERMANTOWN STANDARD DETAIL PUBLIC WORKS DEPARTMENT</p>	<p>SAN-2</p> <p>NO SCALE</p> <p>APPROVED 4/19/2022</p>		<p>PRECAST MECHANICAL JOINT SEWER MANHOLE</p> <p>CITY OF HERMANTOWN STANDARD DETAIL PUBLIC WORKS DEPARTMENT</p>	<p>SAN-11</p> <p>NO SCALE</p> <p>APPROVED 4/19/2022</p>
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Northland
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Structural, Civil and Forensic Engineering Services
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OKERSTROM ROAD
ROAD AND UTILITY IMPROVEMENTS

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.

5/3/23

Lic. No: 40926

Engineer: David G. Bolf

revision

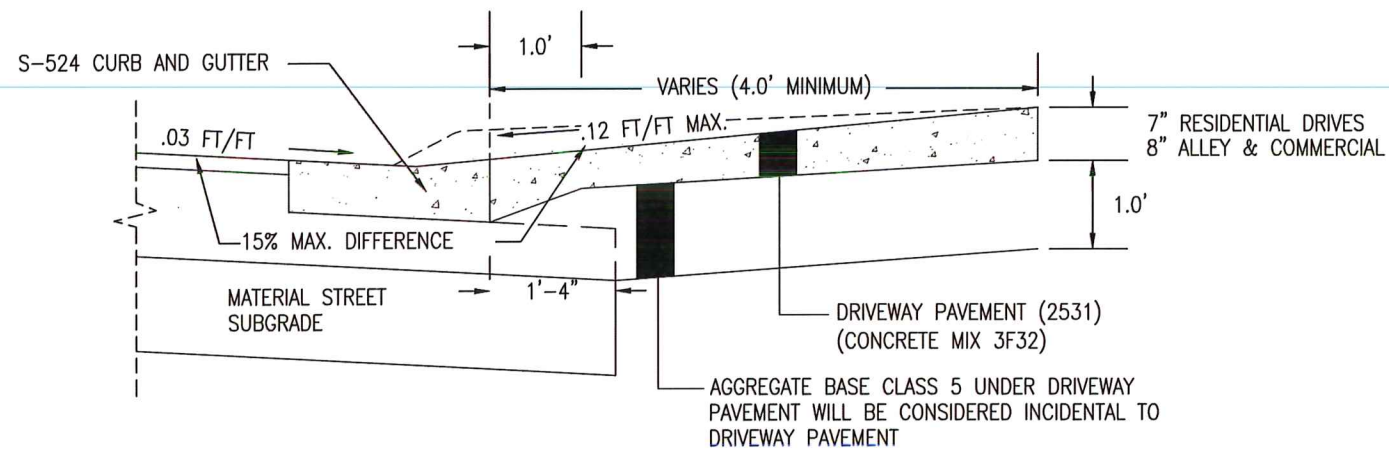
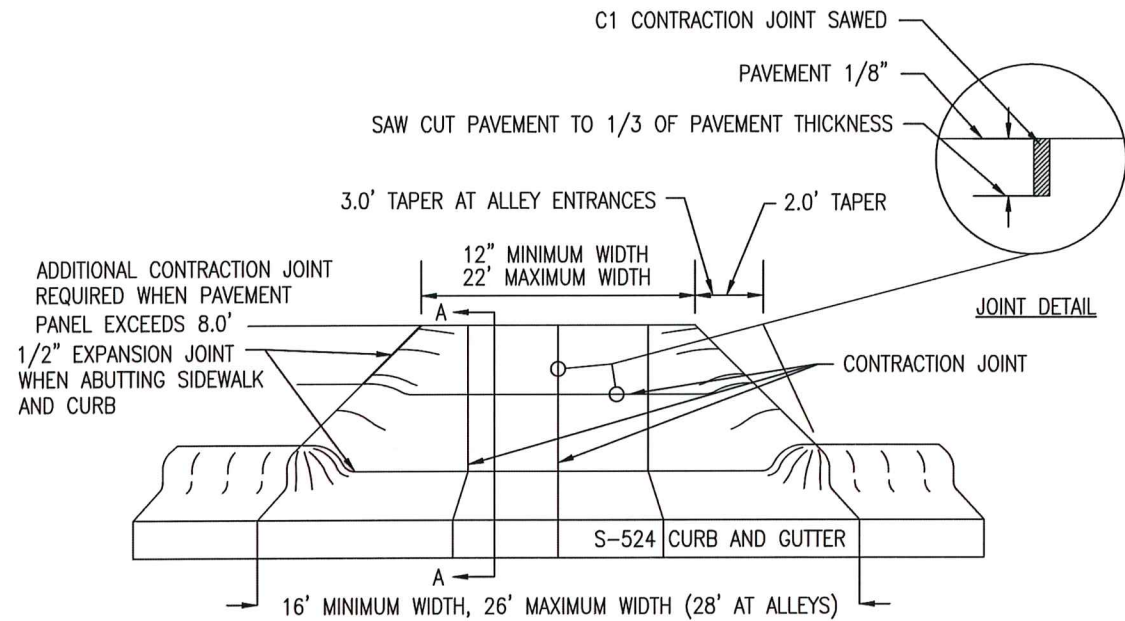
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Date: 5/3/23
Drawn: JJS
Checked: DGB

DETAILS

Sheet Title
Sheet Number

4

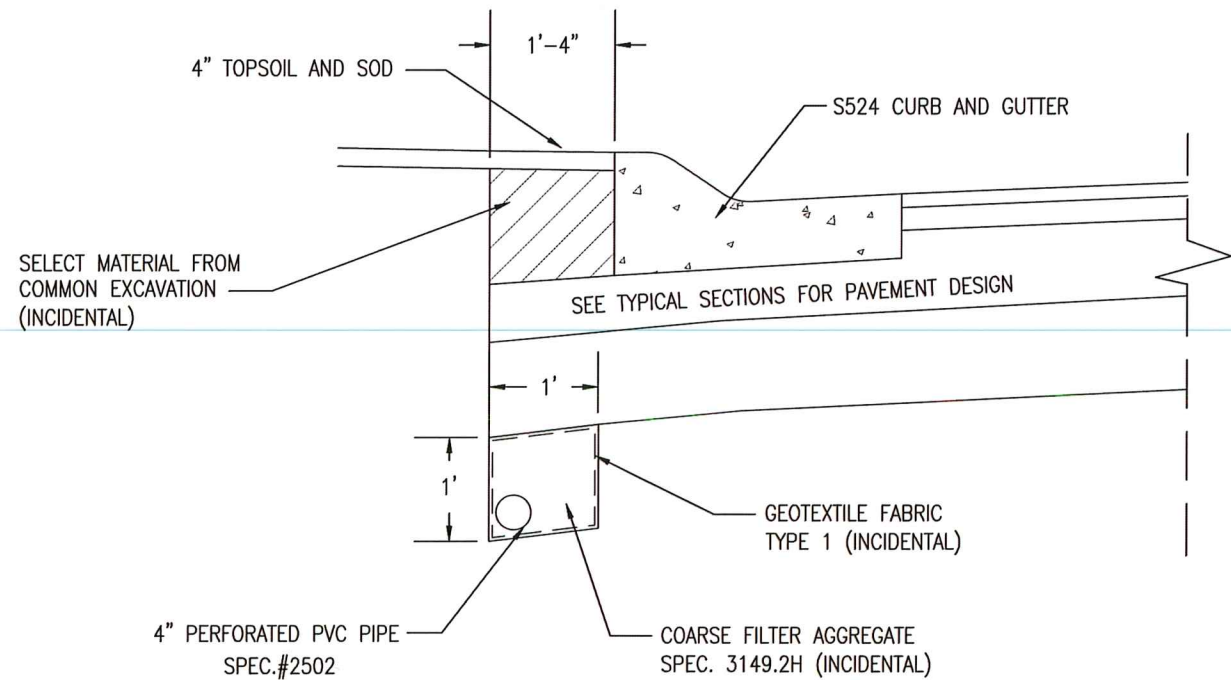
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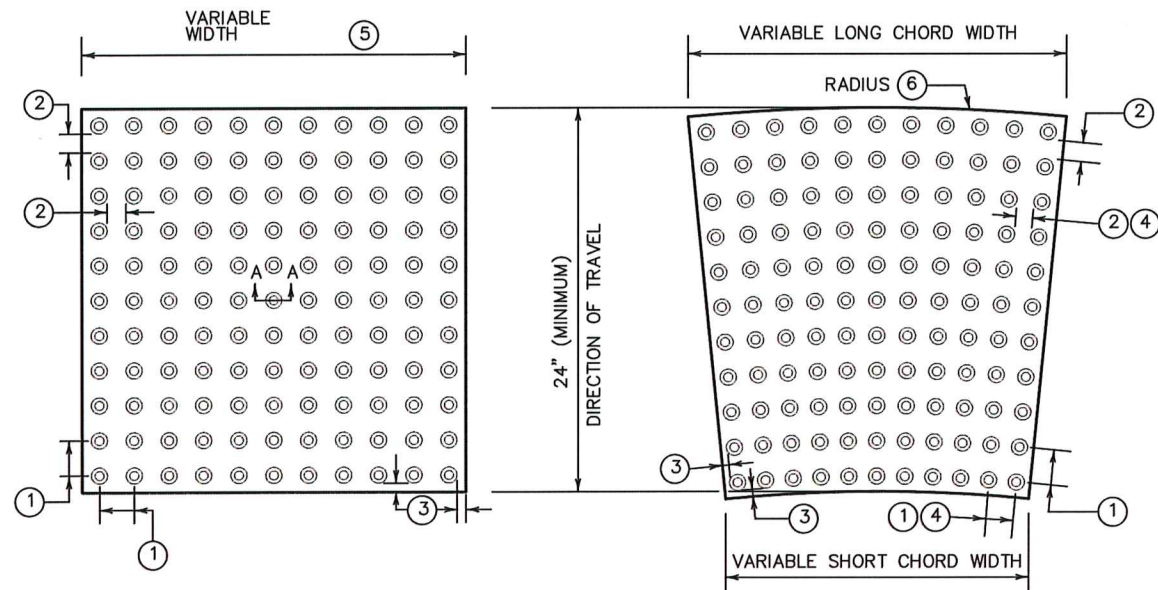


SECTION A-A

NOTES:

1. WHERE THERE IS NO SIDEWALK OR THERE IS A GRASS BOULEVARD BETWEEN THE SIDEWALK AND THE BACK OF CURB THE CREST OF THE DRIVEWAY MUST BE AT LEAST 6" ABOVE GUTTER TO CONTAIN RUNOFF.
2. WHERE THERE IS SIDEWALK DIRECTLY BEHIND THE CURB, DRIVEWAY PROFILE SLOPE SHALL BE FLATTENED TO MEET ADA ACCESSIBLE ROUTE STANDARDS
3. WHEN SIDEWALK INTERSECTS WITH DRIVEWAY OR ALLEY ENTRANCE, SIDEWALK RAMPS MUST BE CONSTRUCTED WITH GRADE CHANGES AND CONSTRUCTION JOINTS BEING PERPENDICULAR TO THE PEDESTRIAN ACCESS ROUTE.

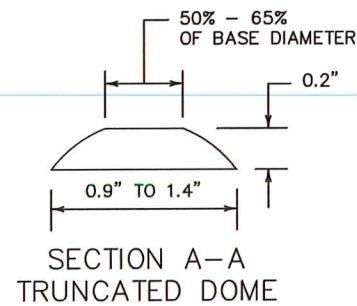




RECTANGULAR PLATES

RADIAL PLATES

TYPICAL RADIAL TRUNCATED DOME PLATES			
RADIUS (FEET) ⑦	LONG CHORD WIDTH (INCHES)	SQUARE FEET PER PLATE	PLATES REQUIRED FOR 90 DEGREE TURN
10	231/2	3.53	8
15	1813/16	2.93	15
15	231/2	3.67	12
20	1813/16	3.00	20
20	187/8	2.98	20
25	201/2	3.28	23
25	239/16	3.77	20
30	225/8	3.65	25
35	22	3.56	30



NOTES:

DETECTABLE WARNING SURFACES SHALL FOLLOW THE PUBLIC RIGHTS-OF-WAY ACCESSIBILITY GUIDELINES (PROWAG).
DETECTABLE WARNINGS CONSIST OF TRUNCATED DOMES ALIGNED IN A SQUARE OR RADIAL GRID PATTERN.
DETECTABLE WARNINGS ARE REQUIRED:
-WHERE RAMPS, LANDINGS, OR BLENDED TRANSITIONS PROVIDE A FLUSH PEDESTRIAN CONNECTION TO THE ROADWAY.
-WHERE PEDESTRIAN ACCESS ROUTES CROSS COMMERCIAL DRIVEWAYS THAT ARE PROVIDED WITH TRAFFIC CONTROL DEVICES OR OTHERWISE PERMITTED TO OPERATE LIKE A PUBLIC ROADWAY.
-AT PEDESTRIAN RAILWAY CROSSINGS.
-ON RAIL PLATFORMS WHERE BOARDING EDGES ARE NOT PROTECTED.
DETECTABLE WARNINGS SHALL EXTEND:
-A MINIMUM OF 24" IN THE DIRECTION OF TRAVEL.
-THE FULL WIDTH OF THE RAMP, LANDING, OR BLENDED TRANSITION, WITHIN 3" OF FULL WIDTH ON EITHER END.
-THE FULL LENGTH OF THE PUBLIC USE AREA OF A RAIL PLATFORM.
DETECTABLE WARNING SURFACES SHALL CONTRAST VISUALLY WITH ADJACENT GUTTER, ROADWAY, OR WALKWAY, EITHER LIGHT-ON-DARK OR DARK-ON-LIGHT. CONTRAST MAY BE PROVIDED ON THE FULL RAMP SURFACE, EXCLUDING THE FLARED SIDES.

FOR MNDOT PROJECTS, SEE MNDOT'S APPROVED/QUALIFIED PRODUCT LISTS.

ALL TRUNCATED DOME SYSTEMS SHALL BE PLACED IN STRICT ACCORDANCE WITH THE RECOMMENDATIONS OF THE MANUFACTURER.

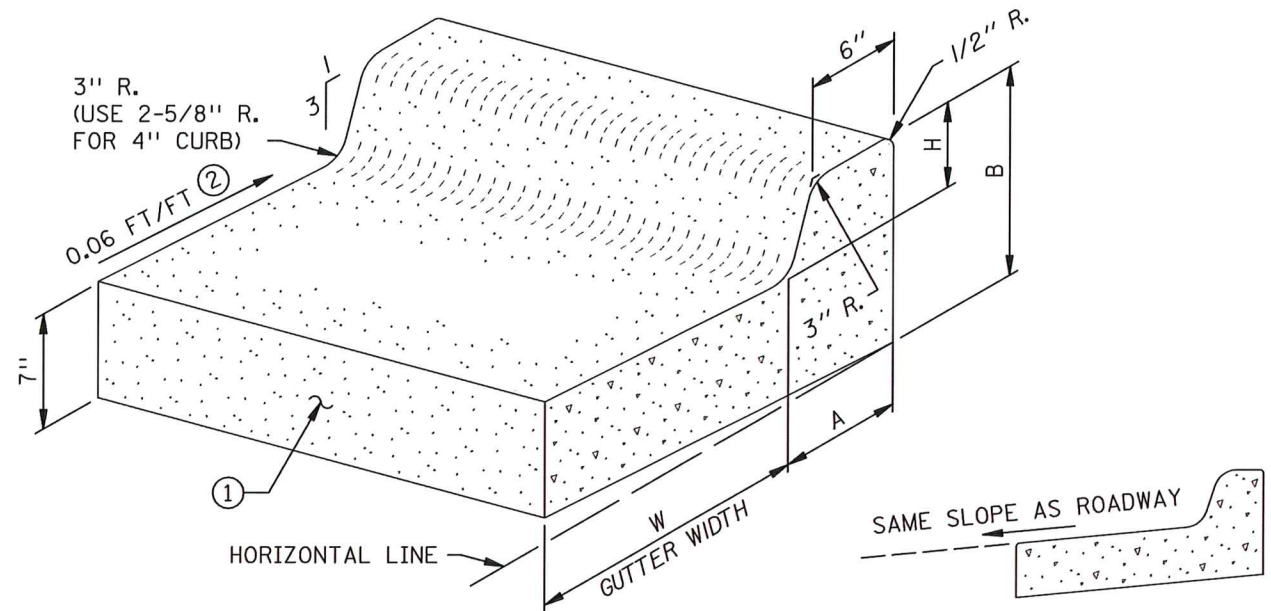
- CENTER-TO-CENTER DOME SPACING: 1.6" MINIMUM, 2.4" MAXIMUM.
- BASE-TO-BASE DOME SPACING: 0.65" MINIMUM.
- DOME BASE TO PLATE EDGE SPACING: 0.35" MINIMUM, 0.75" MAXIMUM.
- SPACING VARIES ON RADIAL PLATES.
- TYPICAL WIDTHS AVAILABLE: 12", 18", 24", 30", 36". CHECK WITH MANUFACTURERS FOR AVAILABLE WIDTHS.
- ON RADIAL PLATE, RADIUS DEFINED AT BACK OF CURB.
- TYPICAL RADII. CHECK WITH MANUFACTURERS FOR AVAILABLE RADII.

APPROVED AUGUST 23, 2010

STATE DESIGN ENGINEER

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
DETECTABLE WARNING SURFACE
TRUNCATED DOMES

SPECIFICATION
REFERENCE
2531
2563
REVISED
01-09-2020 M.J.E.
STANDARD
PLATE
NO.
7038A



DESIGN B

REVERSE SLOPE GUTTER SECTION
(FORMS MAY BE TILTED)

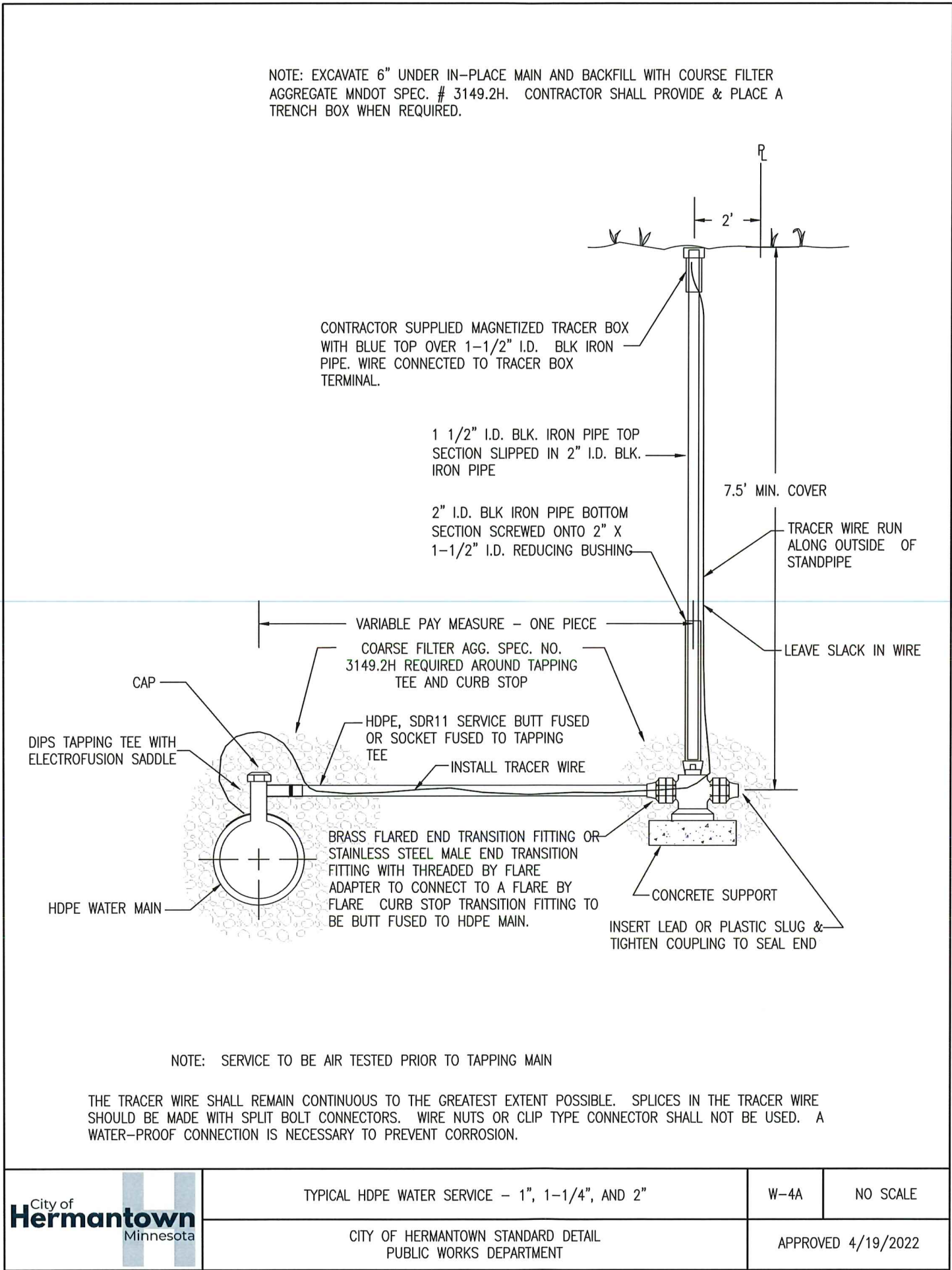
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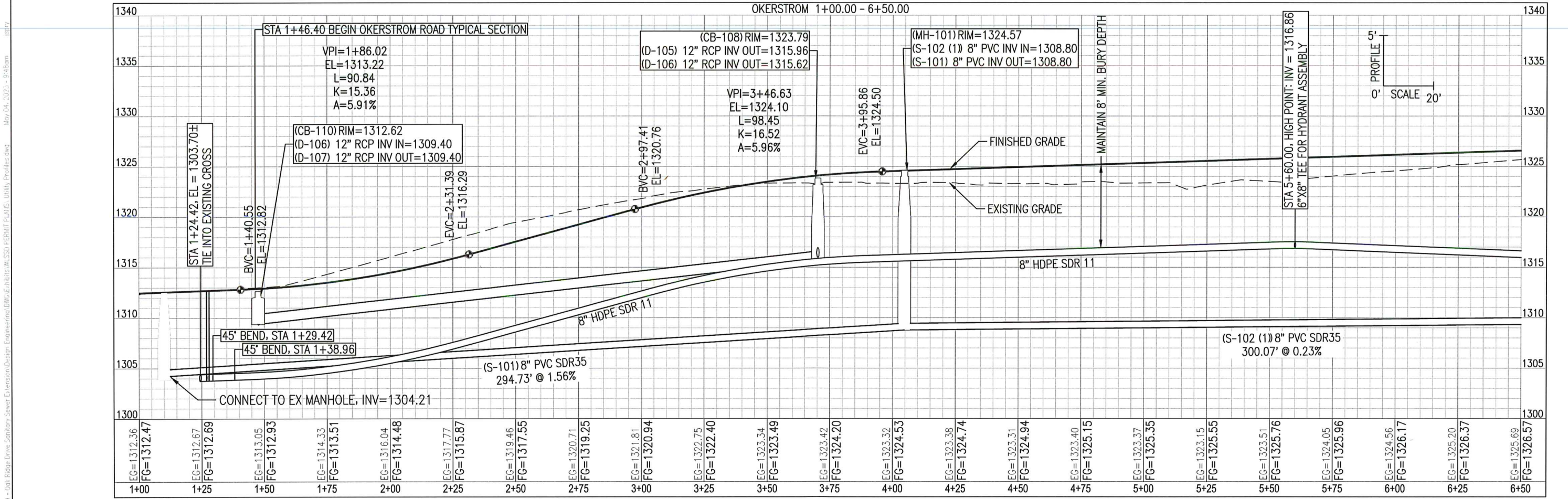
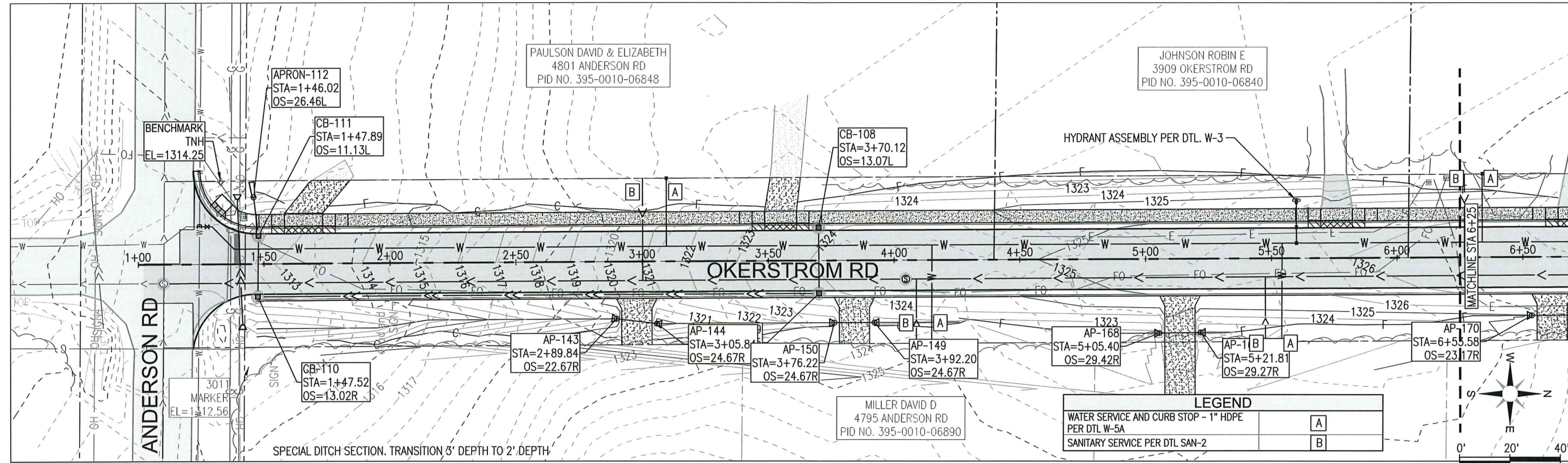
- LONGITUDINAL JOINT WHEN ADJACENT TO RIGID PAVEMENT OR BASE.
SEE STANDARD PLANS MANUAL FOR JOINT INFORMATION.
- SLOPE 0.06 FT/FT NORMAL, UNLESS OTHERWISE SPECIFIED. IF A DIFFERENT GUTTER SLOPE IS PERMITTED, THE FORM MAY BE TILTED.

DESIGN B			W = 12''			W = 18''			W = 24''		
			DESIGN NO.	CONCRETE		DESIGN NO.	CONCRETE		DESIGN NO.	CONCRETE	
CU. YDS. PER LIN. FT.	LIN. FT. PER CU. YD.	CU. YDS. PER LIN. FT.		LIN. FT. PER CU. YD.	CU. YDS. PER LIN. FT.		LIN. FT. PER CU. YD.				
DIMENSIONS											
H	A	B									
6	8''	13-1/2''	B612	0.0474	21.1	B618	0.0582	17.2	B624	0.0690	14.5


2
6
CONCRETE CURB AND GUTTER - DESIGN B624
SEE MNDOT STANDARD PLATE 7100H NTS.

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Northland
Consulting Engineers L.L.P.



Structural, Civil and Forensic Engineering Services
Voice: (218) 727-5995
Fax: (218) 727-7779
www.nce-engineers.com

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5/3/23
Lic. No: 40926

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NOT FOR CONSTRUCTION

Engineer: David G. Bolf

revision

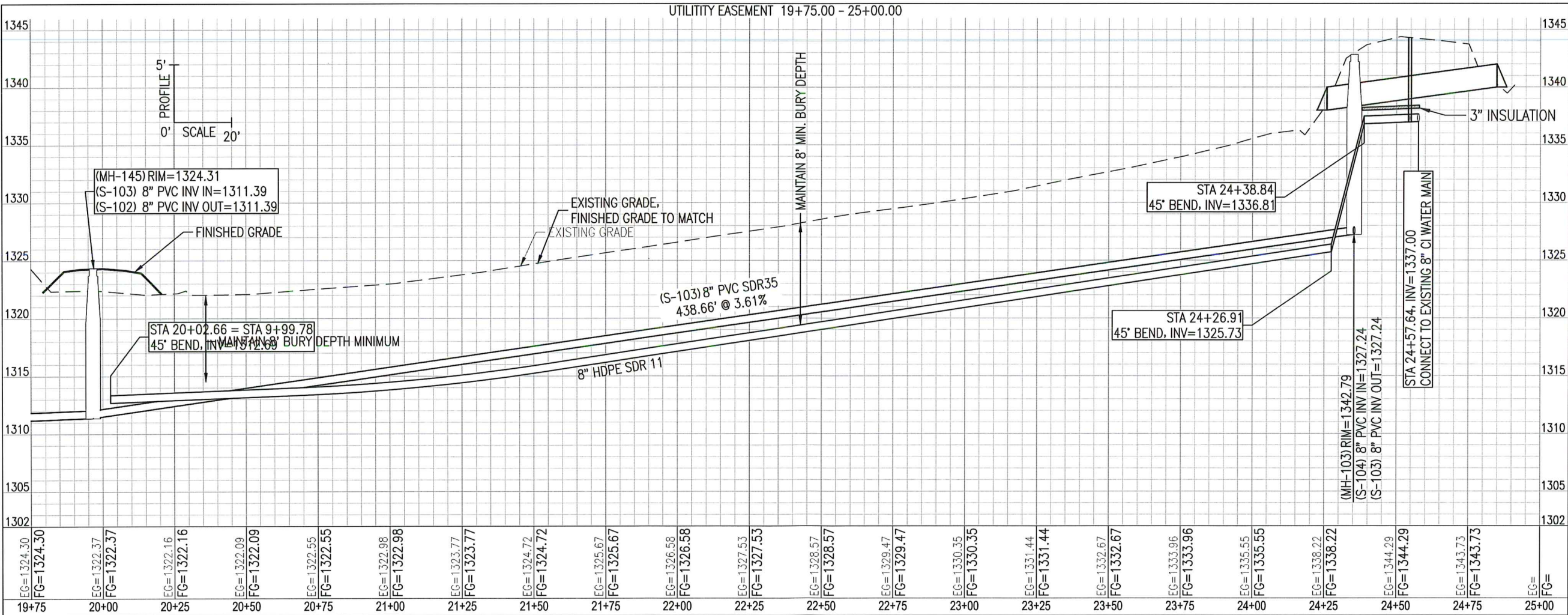
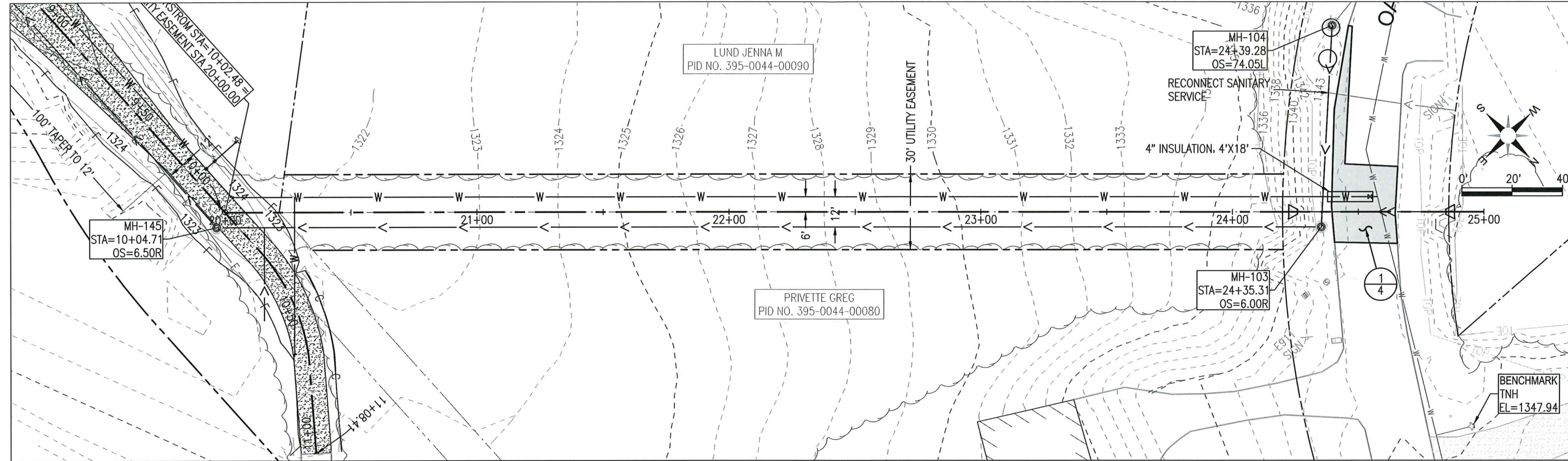
Proj: 22-8009
Date: 5/3/23
Drawn: JJS
Checked: DGB

PLAN & PROFILE

Sheet Title
Sheet Number

8

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA".



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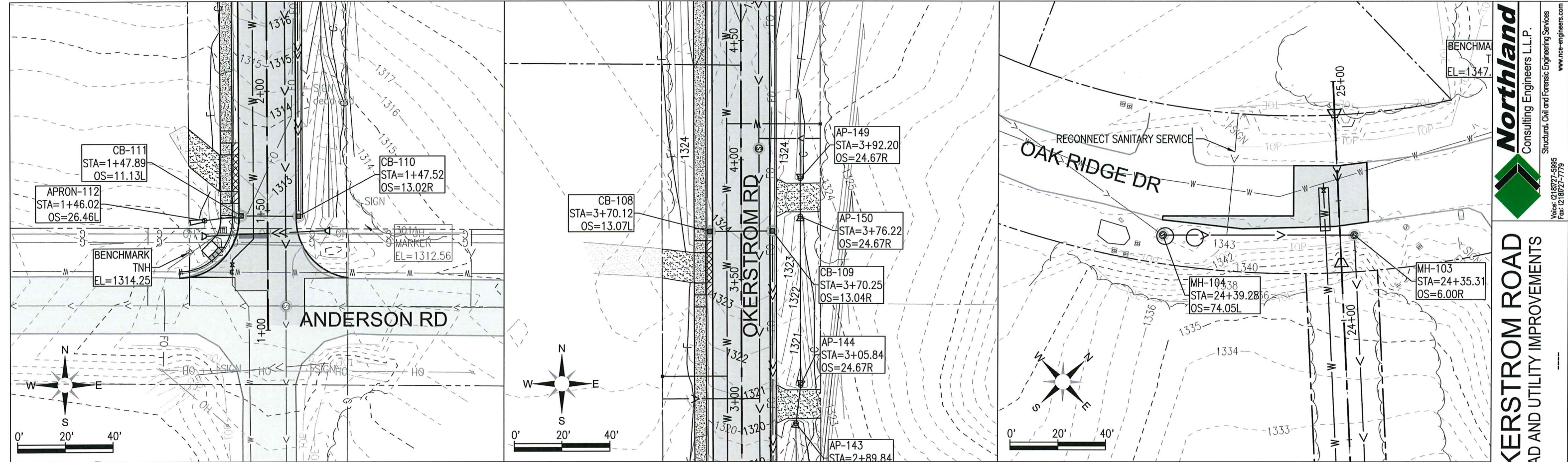
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Proj: 22-8009
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Checked: DGB

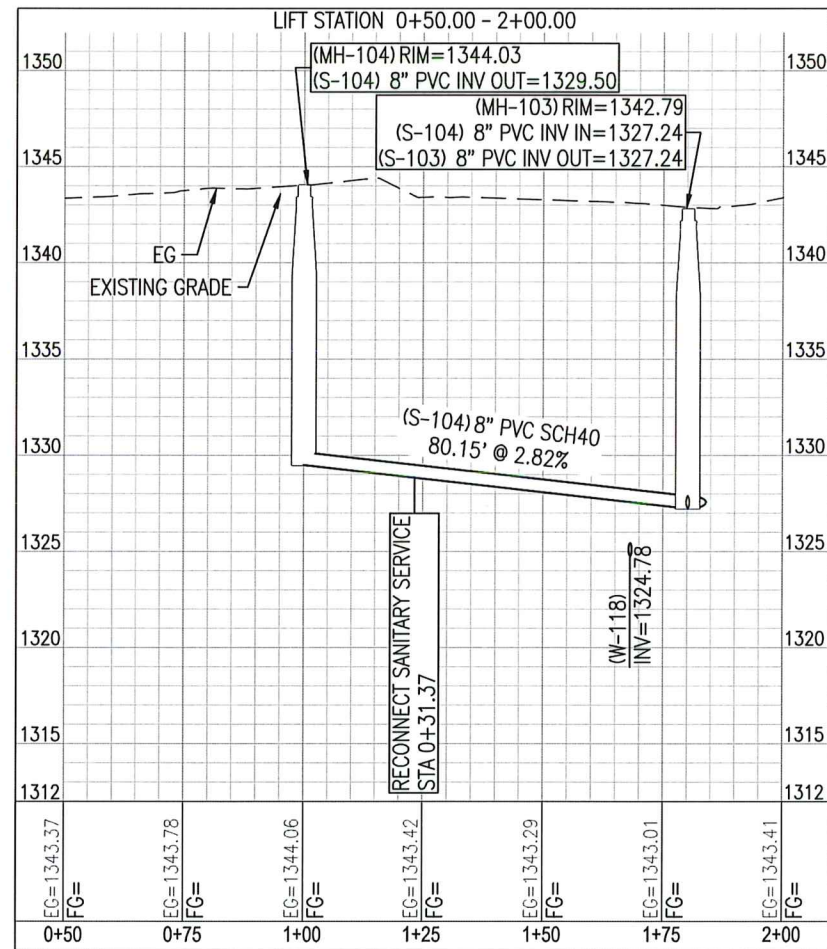
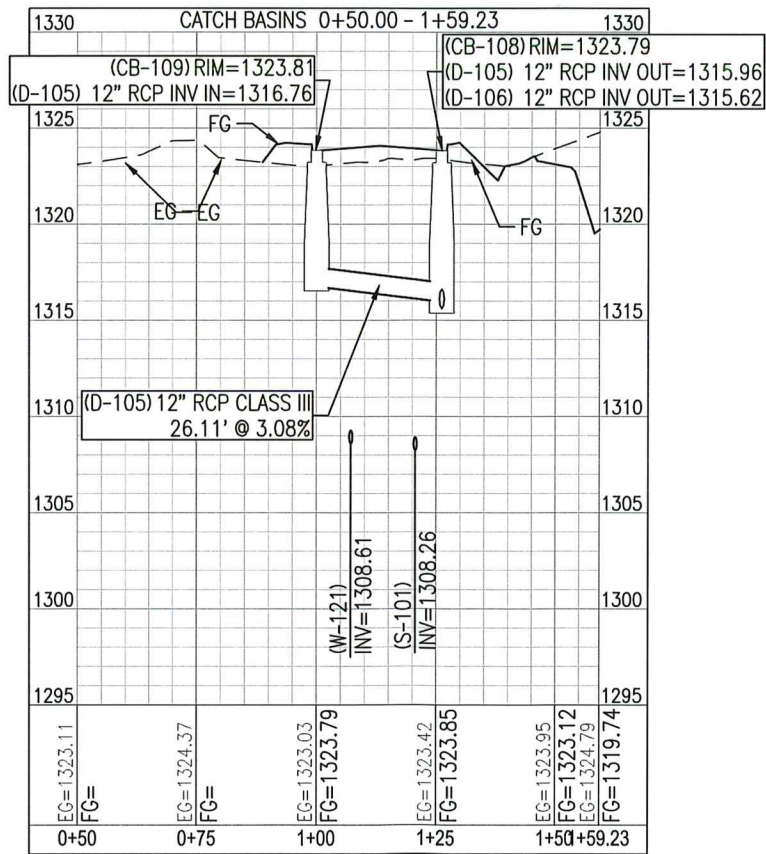
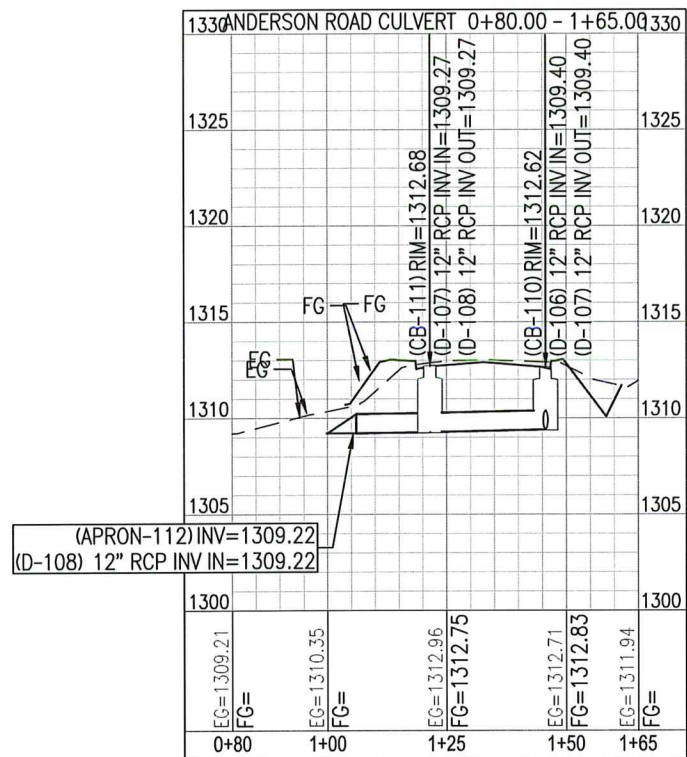
UTILITY PLAN
& PROFILE

Sheet Title
Sheet Number

10



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THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA".

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PRELIMINARY
NOT FOR CONSTRUCTION

Engineer: David G. Bolf

revision

Project: 22-8009
Date: 5/3/23
Drawn: JJS
Checked: DGB

UTILITY PROFILES
Sheet Title
Sheet Number

5/3/23
Lic. No: 40926

11

New Business Items
For
Discussion and Approval

WESTERN LAKE SUPERIOR SANITARY DISTRICT

2626 Courtland Street
Duluth, Minnesota 55806-1894
Phone: (218) 722-3336
FAX: (218) 727-7471
<http://www.wlssd.duluth.mn.us>

**MEMORANDUM**

Clear Answers for Clean Water™

To: WLSSD Board of Directors

From: Operations & Planning Committee

Date: May 17, 2023

Subject: CMAR – a Wisconsin Pollutant Discharge Elimination System (WPDES) permit requirement

WLSSD is permitted by the Wisconsin Dept. of Natural Resources (WI DNR) to land apply biosolids in the state of Wisconsin (WPDES Permit No. WI-0032263-02-0). Section 2.1.4 of the WPDES permit specifies the need to submit a **Compliance Maintenance Annual Report (CMAR)**, by June 30th of each year for the preceding year. Since 1987, the CMAR has been an annual self-evaluation reporting requirement for publicly and privately owned wastewater treatment works, which operate under WPDES permits.

In the case of publicly owned treatment works, a Resolution shall be passed by the governing body and submitted as part of the CMAR; verifying its review of the report and providing responses as required. This Resolution must be passed before the June 30th CMAR submittal deadline to the WI DNR. The attached Resolution, report and scoring results have been prepared to facilitate WLSSD's complete fulfillment of the WPDES permit requirement, to submit a CMAR for calendar year 2022 by June 30, 2023. The scoring (GPA) is a 4.0 and the grade is an "A". There are no problematic issues to address with corrective actions.

The Operations & Planning Committee recommends approval of Resolution 23-11, to facilitate fulfillment of the WI DNR's WPDES permit requirement to submit a CMAR for calendar year 2022.

Compliance Maintenance Annual Report

Western Lake Superior Sanitary District

Last Updated: Reporting For:

5/1/2023

2022

Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- ☒ Land applied under your permit
☐ Publicly Distributed Exceptional Quality Biosolids
☐ Hauled to another permitted facility
☐ Landfilled
☐ Incinerated
☐ Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

3206.1 acres

2.1.2 How many acres did you use?

486.2 acres

2.2 If you did not have enough acres for your land application needs, what action was taken?

2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?

☐ Yes (30 points)

☒ No

2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?

☒ Yes

☐ No (10 points)

☐ N/A

0

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 001 - BIOSOLIDS CAKE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75	0	0	0	0	0	3.05	0	3.3	0	0	3.8	3.75		0	0
Cadmium		39	85	9.85	7.65	8.85	9.3	10.35	9.4	10.05	4.7	5.15	5.9	4.3	4.05		0	0
Copper		1500	4300	136	118	168	159	170	120.5	166.5	142.5	119.5	150	170.5	179.5		0	0
Lead		300	840	28	32.5	26.6	29.05	31.05	42.35	40.15	18.5	14	16.5	20.05	19.15		0	0
Mercury		17	57	.25	.2	.27	.295	.515	.39	.21	.255	.24	.33	.205	.545		0	0
Molybdenum	60		75	7.25	9.3	10.85	14.2	13	11	11.6	10.5	8.05	9.7	11.1	13.8	0		0
Nickel	336		420	23.5	20	21.9	23.65	25.9	25.5	32.95	16	14.5	16	15.95	20.3	0		0
Selenium	80		100	0	0	0	0	0	2.5	0	2.35	0	0	3.95	4.25	0		0
Zinc		2800	7500	819.5	764.5	687.5	959.5	942	875	865	604	590.5	642.5	736	700		0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

☒ 0 (0 Points)

Compliance Maintenance Annual Report

Western Lake Superior Sanitary District

Last Updated: Reporting For:

5/1/2023

2022

- ☐ 1-2 (10 Points)
- ☐ > 2 (15 Points)
- 3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)
 - ☐ Yes
 - ☐ No (10 points)
 - N/A - Did not exceed limits or no HQ limit applies (0 points)
 - ☐ N/A - Did not land apply biosolids until limit was met (0 points)
- 3.1.3 Number of times any of the metals exceeded the ceiling limits = 0
Exceedence Points
 - 0 (0 Points)
 - ☐ 1 (10 Points)
 - ☐ > 1 (15 Points)
- 3.1.4 Were biosolids land applied which exceeded the ceiling limit?
 - ☐ Yes (20 Points)
 - No (0 Points)
- 3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?

0

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	01/01/2022 - 02/28/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 dgrees C.

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	01/01/2022 - 02/28/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 dgrees C.

Compliance Maintenance Annual Report

Western Lake Superior Sanitary District

Last Updated: Reporting For:
5/1/2023 **2022**

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	01/01/2022 - 02/28/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 dgreees C.

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	01/01/2022 - 02/28/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 dgreees C.

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	01/01/2022 - 12/31/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

Compliance Maintenance Annual Report

Western Lake Superior Sanitary District

Last Updated: Reporting For:

5/1/2023

2022

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	03/01/2022 - 04/30/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	03/01/2022 - 04/30/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	03/01/2022 - 04/30/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

Compliance Maintenance Annual Report

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Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	03/01/2022 - 04/30/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	05/01/2022 - 06/30/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	07/01/2022 - 08/31/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

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2022

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	07/01/2022 - 08/31/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	07/01/2022 - 08/31/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	07/01/2022 - 08/31/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

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Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	09/01/2022 - 10/31/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	09/01/2022 - 10/31/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	09/01/2022 - 10/31/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

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2022

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Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	09/01/2022 - 10/31/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	TPAD Digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	11/01/2022 - 12/31/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	TPAD digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	11/01/2022 - 12/31/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	TPAD digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

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Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	11/01/2022 - 12/31/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	TPAD digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

Outfall Number:	001
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	11/01/2022 - 12/31/2022
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	TPAD digestion with a mean cell residence time greater than 15 days at temperatures greater than 35 degrees C.

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.

4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?

☐ Yes (40 Points)

☒ No

If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	001
Method Date:	02/28/2022
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>= 38
Results (if applicable):	49.1

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Outfall Number:	001
Method Date:	01/31/2022
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>= 38
Results (if applicable):	45

Outfall Number:	001
Method Date:	03/31/2022
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>= 38
Results (if applicable):	51.9

Outfall Number:	001
Method Date:	05/31/2022
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>= 38
Results (if applicable):	55.8

Outfall Number:	001
Method Date:	03/31/2022
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>= 38
Results (if applicable):	51.9

Outfall Number:	001
Method Date:	04/30/2022
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>= 38
Results (if applicable):	53.8

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Outfall Number:	001
Method Date:	05/31/2022
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>= 38
Results (if applicable):	55.8

Outfall Number:	001
Method Date:	06/30/2022
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>= 38
Results (if applicable):	56.9

Outfall Number:	001
Method Date:	07/31/2022
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>= 38
Results (if applicable):	53.6

Outfall Number:	001
Method Date:	08/31/2022
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>= 38
Results (if applicable):	46.3

Outfall Number:	001
Method Date:	10/31/2022
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>= 38
Results (if applicable):	52.1

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Outfall Number:	001
Method Date:	09/30/2022
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>=38
Results (if applicable):	45.8

Outfall Number:	001
Method Date:	11/30/2022
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>=38
Results (if applicable):	57.6

Outfall Number:	001
Method Date:	11/30/2022
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>=38
Results (if applicable):	57.6

Outfall Number:	001
Method Date:	12/31/2022
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>=38
Results (if applicable):	55.4

Outfall Number:	001
Method Date:	12/31/2022
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>=38
Results (if applicable):	55.4

5.2 Was the limit exceeded or the process criteria not met at the time of land application?

○ Yes (40 Points)

● No

If yes, what action was taken?

6. Biosolids Storage

0

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<p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <ul style="list-style-type: none"><input type="radio"/> >= 180 days (0 Points)<input type="radio"/> 150 - 179 days (10 Points)<input type="radio"/> 120 - 149 days (20 Points)<input type="radio"/> 90 - 119 days (30 Points)<input type="radio"/> < 90 days (40 Points)<input checked="" type="radio"/> N/A (0 Points) <p>6.2 If you checked N/A above, explain why.</p> <div style="border: 1px solid black; padding: 2px;">Permitted to apply all winter on MN sites.</div>	0
<p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <div style="border: 1px solid black; height: 20px;"></div>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Grading Summary

WPDES No: 0032263

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Biosolids	A	4	5	20
TOTALS			5	20
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

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5/1/2023 2022

Resolution or Owner's Statement

Name of Governing
Body or Owner:

WLSSD Board of Directors

Date of Resolution or
Action Taken:

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Biosolids Quality and Management: Grade = A

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00



RESOLUTION 23-11

WESTERN LAKE SUPERIOR SANITARY DISTRICT Wisconsin Department of Natural Resources NR 208 – Compliance Maintenance Resolution Year 2022

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file a Compliance Maintenance Annual Report (CMAR) for the WLSSD wastewater treatment and collection system under Wisconsin Administrative Code NR 208;

WHEREAS, it is also a requirement to acknowledge that the governing body has reviewed the Compliance Maintenance Annual Report (CMAR); and

WHEREAS, it is necessary to provide recommendations or an action response plan for all individual CMAR section grades (of “C” or less) and/or an overall grade point average (<3.00).

BE IT THEREFORE RESOLVED by the Sanitary Board of the Western Lake Superior Sanitary District that it has reviewed the CMAR and that no recommendations or action plan were required.

Adopted the 22nd day of May 2023.

**WESTERN LAKE SUPERIOR SANITARY
DISTRICT
St. Louis and Carlton Counties, Minnesota**

By: _____
Laura Ness, Board Chair

By: _____
Rob Schilling, Secretary

WESTERN LAKE SUPERIOR SANITARY DISTRICT

2626 Courtland Street
Duluth, Minnesota 55806-1894
Phone: (218) 722-3336
FAX: (218) 727-7471
<http://www.wlssd.duluth.mn.us>

**MEMORANDUM**

Clear Answers for Clean Water™

To: WLSSD Board of Directors

From: Operations & Planning Committee

Date: May 17, 2023

Subject: WLSSD Household Hazardous Waste PaintCare Agreement

WLSSD contracts with the Minnesota Pollution Control Agency (MPCA) to operate the Household Hazardous Waste Program (HHW). This agreement provides services, funding, operational boundaries, regulatory limits, services to partner counties, and access to State disposal contracts; which are essential to the efficient and cost effective operation of the WLSSD HHW Program and its regional program with the counties in northeastern Minnesota.

PaintCare is a “stewardship organization” that organizes, implements, and administers a “stewardship plan” that meets the requirements of the Minnesota Architectural Paint Recovery Program managed by the MPCA. Counties across the state who wish to participate in the program are given the opportunity to sign a second 5-year agreement directly with PaintCare. The original program agreement was first signed in 2017. This program covers the cost of recycling, transporting and disposal of qualifying paint received at the facility. It also provides financial incentives to bolster reuse program efforts as well.

The PaintCare agreement establishes indemnification rights, obligations and insurance protection associated with managing these architectural paint products. The agreement is separate from the MPCA Household Hazardous Waste Joint Powers Agreement, which was signed earlier this year.

As the Regional Sponsor, WLSSD is given the authority to sign the agreement with PaintCare on behalf of the northeast regional program that the District facilitates.

The Operations & Planning Committee recommends that the WLSSD Board of Directors approve WLSSD entering into an agreement with PaintCare, effective upon all signatures and approvals, for the period of January 1, 2023 - December 31, 2027.

Exhibit A: Authorized Activity List and Reimbursement Rates

Authorized Activity	Activity Description	Reimbursement Rates
Ship Collected Architectural Paint Off-site, Using the Agency's Authorized Transporter	<p>Collected Architectural Paint transported off-site in accordance with State Contract H-69¹ at the rate specified in the State Contract for the unit volume of collected Architectural Paint managed. http://www.mmd.admin.state.mn.us/pdf/H-69(5).pdf</p> <p>Incidental, Non-Architectural Paint managed under the State Contracts will be managed by PaintCare.</p>	<p>Eligible supplies: non-DOT boxes, liners, lids, pallets; totes, 55-gal drums, and 5 gal containers for consolidating paint.</p> <p>+</p> <p>Mobilization and line item waste stream pricing in the State Contract. The mobilization price shall be adjusted by multiplying the mileage rate by the percent volume of Architectural Paint contained in each shipment.</p> <p>+</p> <p>Line item waste stream pricing from the State Hazardous Waste Management Contract, H-69</p>
Reuse Rate Per Container	Container of Architectural Paint that is managed via reuse.	<p>\$2.09 per container</p> <p>\$0.32 /lb.</p>
Reuse Rate Per 5-Gallon Container of Bulkied Architectural Paint	5-gallon container of bulkied Architectural Paint offered for reuse.	<p>\$29.20</p> <p>+</p> <p>The cost of the 5-gallon container if purchased at a price that is less than the State Contract price</p>
Bulking Rate for Architectural Paint (55-Gallon Drum; not for reuse)	55-gallon drum of Architectural Paint that is bulkied by the HHW Program and picked up from a collection site for transportation pursuant to the State Contract H-69.	<p>\$141.84 per Bulkied 55-gallon drum</p> <p>Mobilization and management cost for drums and eligible supplies are additional as specified in the "Ship Collected Architectural Paint Off-site" activity.</p>

Exhibit A: Authorized Activity List and Reimbursement Rates

Authorized Activity	Activity Description	Reimbursement Rates
Internal Transportation Rate for Architectural Paint	Transport collected Architectural Paint between collection facilities, or from events to collection facilities. Price includes labor and transport.	\$3.20/mile Per mile rate shall be adjusted by multiplying the mileage rate by the percent volume of Architectural Paint contained in each shipment.
Solid Waste Management of Solidified Architectural Paint	Container of solidified Architectural Paint that is managed at a local SW disposal facility.	\$1.01 per container \$0.29/lb.

The conversion chart below shall be used to calculate the weights and volumes for the purpose of reporting and reimbursement under this Agreement.

Material	Conversion Rate
Gallons to Pounds	
latex paint	10.9 pounds/gallon
oil paint	9.4 pounds/gallon
paint bulking rate	10 lbs/gallon
Items to Pounds	
latex paint	7.05 pounds/item/gal equivalent
oil based paint	6.35 pounds/item/gal equivalent
solidified paint	3.5 lbs./container
Drums and Cubic Feet equivalents	
latex 1 cubic foot	26.1 pounds (3.7 cans x 7.05 lbs.)
latex paint 55 gal drum	600 pounds
oil paint 1 cubic foot	23.5 pounds (3.7 cans x 6.35 lbs.)
oil paint 55 gallon drum	517 pounds

Exhibit B
Reporting, Invoicing and Payment Schedule for Authorized Activities

Due Date	Jan 31	Feb 28	Mar 31	Apr 30	May 31	Jun 30	Jul 31	Aug 31	Sep 30	Oct 31	Nov 30	Dec 31
Metro Programs (Counties)	Send Dec report with supporting documents to PC	Send Jan report with supporting documents to PC Correct Oct-Dec reports, if needed Send quarterly invoice to PC	Send Feb report with supporting documents to PC	Send Mar report with supporting documents to PC	Send Apr report with supporting documents to PC Correct Jan-Mar reports, if needed Send quarterly invoice to PC	Send May report with supporting documents to PC	Send Jun report with supporting documents to PC	Send Jul report with supporting documents to PC Correct Apr-Jun reports, if needed Send quarterly invoice to PC	Send Aug report with supporting documents to PC	Send Sep report with supporting documents to PC	Send Oct report with supporting documents to PC Correct Jul-Sep reports, if needed Send quarterly invoice to PC	Send Nov report with supporting documents to PC
Regional Sponsor on behalf of Regional Programs	Pay Participating counties in Region Send Oct-Dec report with supporting documents to PC	Correct Oct-Dec reports, if needed Send quarterly invoice to PC	Participating Counties invoice Regional Sponsor	Pay Participating counties in Region Send Jan-Mar report with supporting documents to PC	Correct Jan-Mar reports, if needed Send quarterly invoice to PC	Participating Counties invoice Regional Sponsor	Pay Participating counties in Region Send Apr-Jun report with supporting documents to PC	Correct Apr-Jun reports, if needed Send quarterly invoice to PC	Participating Counties invoice Regional Sponsor	Pay Participating Counties in Region Send Jul-Sep report with supporting documents to PC	Correct Jul-Sep reports, if needed Send quarterly invoice to PC	Participating Counties invoice Regional Sponsor
PaintCare (PC)		Review County and Regional Program Reports for Oct-Dec	Pay County and Regional Sponsor for Oct-Dec		Review County and Regional Program Reports for Jan-Mar	Pay County and Regional Sponsor for Jan-Mar		Review Apr-Jun County and Regional Program Reports	Pay County and Regional Sponsor for Apr-Jun		Review July-Sept County and Regional Program Reports	Pay County and Regional Sponsor for July-Sept

Exhibit C

PaintCare Program Guidelines for Authorized Activity Reimbursement

All employees handling PaintCare products must review Exhibit C prior to completing Authorized Activities unsupervised by trained staff, and on an annual basis thereafter. Authorized Activities are contained in Exhibit A. PaintCare may offer, and HHW Program's may request, supplemental training on PaintCare topics including products, reporting and financial reimbursement.

All HHW Programs that participate in PaintCare's Program shall make their best efforts to comply in all material respects with the Program Guidelines to receive reimbursement for the Authorized Activities performed as listed in Exhibit A. Changes to these requirements may be made upon mutual agreement between the HHW Program and PaintCare, and as documented herein.

Each HHW Program has unique logistical, staffing, and operational considerations. Each HHW Program must make its own decisions and use its best judgment to operate in the safest manner possible in accordance with applicable law, rules, and Exhibit C.

Please contact your PaintCare representative if you need help understanding any of the requirements in this Exhibit C.

PaintCare Staff contacts for questions on Exhibit C:

Steve Pincuspy: (612) 719-5216; spincuspy@paint.org

Jacob Saffert: (612) 772-4902; jsaffert@paint.org

Section 1. General GuidelinesError! Bookmark not defined.

- Only those PaintCare products accepted from individuals residing in Minnesota and businesses/organizations located in Minnesota are eligible for reimbursement under the PaintCare program.
- Accept PaintCare products from participants during your regular advertised or posted operating hours.
- Assist and supervise participants when they visit to drop off PaintCare products.
- IMPORTANT: Never allow a participant to open a PaintCare product container onsite or “self-serve,” public access to the collection bins.
- Have adequate space, staffing, and training to collect and store PaintCare products.
- Provide a secure space protected from weather for empty and full collection bins.
- Refer participants to the site locator at www.paintcare.org or the PaintCare hotline at 855-724-6809, when HHW Programs are closed.
- Notify PaintCare within 24 hours of reporting a spill of PaintCare Products to the MN Duty Officer.
- To qualify for reimbursement, all PaintCare products sent off-site (with the exception of solidified MSW PaintCare products) must be managed through the State’s Hazardous Waste Contract H-69(5).

Inspections and Record Keeping

Site staff are responsible for regularly inspecting collection bins and spill kits to ensure that such materials are in proper working order and include any necessary labeling.

PaintCare may review the following records to confirm correct reporting procedures and documentation. Maintain the following records for a minimum of 3 years:

- Documentation that all facility staff managing PaintCare products have completed a review of Exhibit C.
- Shipping documents, invoices, logs, and receipts related to Authorized Activities.
- PaintCare Paint Waivers or an equivalent thereof (only for sites that conduct reuse activities).

Section 2. Identifying and Collecting PaintCare Products, Container Management and Non-HH Collection

To verify that a product is eligible for management under the PaintCare program, site staff will

- 1) check the product label to verify that it contains a PaintCare product; and
- 2) confirm that the product is from a household, or a business or organization located in Minnesota.

PaintCare Products and Non-PaintCare Products

PaintCare products Include:

- Interior and exterior paints: latex, acrylic, water-based, alkyd, oil-based, enamel (including textured coatings)
- Deck coatings and floor paints (including elastomeric)
- Primers, sealers, and undercoaters
- Stains
- Shellacs, lacquers, varnishes, urethanes (single component)

- Waterproofing concrete/masonry/wood sealers, preservatives that do not contain pesticides and repellents (not tar or bitumen-based)
- Metal coatings, rust preventatives
- Field and lawn paints
- Dry/Hardened PaintCare Products

Non-PaintCare products include:

- Paint thinner, mineral spirits, solvents
- Aerosol paint in spray cans
- Auto and marine paints
- Art and craft paints
- Caulking compounds, epoxies, glues, adhesives
- Paint additives, colorants, tints, resins
- Wood preservatives containing pesticides
- Roof patch and repair
- Asphalt, tar, and bitumen-based products
- 2-component coatings
- Deck cleaners
- Traffic and road marking paints
- Industrial Maintenance (IM) or “for industrial use only” coatings
- Original Equipment Manufacturer (OEM) (shop application) paints and finishes
- Empty containers
- Containers larger than 5 gallons (see LVP below)

The HHW Program should not place any Non-PaintCare products in PaintCare collection bins.

If Non-PaintCare products end up in an HHW Program’s collection bin, such products will not be returned to the HHW Program and will be managed by the state’s approved vendor(s). However, PaintCare may request information documenting these instances. If the problem persists, beyond de minimis or trivial quantities, additional training and other solutions may need to be implemented.

For more information, or questions, please see www.paintcare.org/products, or contact the authorized representatives on the first page of Exhibit C.

Container Management

- Establish a dedicated storage area for collection bins and PaintCare products.
- Place collection bins on an impermeable surface (i.e., paved asphalt, concrete, or other surface) at all times.
- Place collection bins away from ignition sources, storm drains, and floor drains.
- Ensure there is adequate ventilation if bins are stored indoors.
- If stored outdoors, protect collection bins from the elements (e.g., precipitation, temperature extremes, rain, and snow). Keep collection bins under cover to prevent exposure to precipitation to protect against temperature extremes. If you store collection bins outdoors, you may need approval from your local fire or hazardous materials oversight agency.

- Comply with any local fire codes or other regulations that might pertain to your storage of collection bins at your site.
- Maintain enough space around collection bins to inspect for leakage and emergency access.
- Use good housekeeping standards; keep paint storage areas clean and orderly.
- Collection bins must be set up, used, and closed according to the manufacturer's instructions.
- Ensure liners are inserted into collection bins. The liners provide secondary containment to contain liquids in the event a can leaks while in storage or transit. Reusable plastic bins that are leak-proof by design do not need liners.
- Collection bins must be structurally sound. If you see any evidence of damage to bins (or liners) that may cause a leak or spill, notify the state's approved vendor immediately.
- Place PaintCare products in bins immediately upon receipt.
- The collection bin storage area must be secured and locked when not attended.
- Only site staff should have access to the collection bins and storage area until the collection bins are ready for pick-up by the state's approved vendor.
- Pack only PaintCare products into collection bins or drums
- Follow HHW Container management requirements in accordance with MN Rules 7045.0310.

Unlabeled Containers

A HHW Program may include containers for reimbursement under the PaintCare Program that do not have an original label if site staff:

- (1) confirm the material in the container as a PaintCare product, and
- (2) place in the appropriate collection bin with like products

Leaking Containers

A HHW Program may include leaking or non-closed containers for reimbursement under the PaintCare Program if staff:

- (1) confirm the material in the container as a PaintCare product, and
- (2) place the contents of the leaking/open container into an appropriate substitute container (which can include bulking such PaintCare products into 55-gallon drums or reuse), and
- (3) if not bulked or reused, place the substitute container in the appropriate collection bin with like products

Accepting PaintCare Products from Businesses or Organizations:

Document the amount of PaintCare products received from all VSQG's delivering PaintCare products for management. Retain documents for PaintCare review.

Non-hazardous PaintCare Products

Latex paint is not considered to be a hazardous waste in Minnesota. HHW Programs may choose to accept latex paint from businesses for PaintCare reimbursement, without completing the requirements in MN Rule 7045.0320.

Oil-based and Hazardous PaintCare Products

HHW Programs that have completed the requirements of MN. Rules 7045.0320 may choose to accept hazardous waste PaintCare Products from Very Small Quantity Generators for PaintCare reimbursement.

Large Volume Pickup (LVP) Service

To refer a participant with over 100 containers to PaintCare's free large volume pick-up service:

- The LVP fact sheet and online form are available at www.paintcare.org (select the "Request a Pickup" button on the homepage)
- For additional questions, refer the participant to PaintCare's authorized representatives for assistance

Section 3. Authorized Activity Requirements for Reimbursement

On-Site Reuse

To include PaintCare products taken by the public for reuse from a HHW Program or event, follow the criteria and requirements below:

- PaintCare Products for reuse must be in good physical condition in containers sized 5-gallons or less.
- Each PaintCare Product must be usable for its intended purpose.
- All containers must be securely closed before placing PaintCare products in the reuse area.
- Reuse products must be stored in an area separate from the PaintCare collection bins.
- Absent a limit imposed by a site, an individual customer may not take more than twenty-five (25) gallons of reuse product per day. If a customer would like to take more than twenty-five (25) gallons of paint, the HHW Program has discretion to approve exceeding the twenty-five (25) gallon limit after confirming that the paint will be used for legitimate reuse purposes. Legitimate reuse does not include resale, export, or stockpiling paint. Small quantities of compatible PaintCare products may be consolidated into a 5-gallon pail and placed in the reuse area. HHW Program will seek to obtain a signed PaintCare Paint Waiver, Appendix A, (or an equivalent thereof) from customers taking reuse paint from a site.
- The HHW Program will also post a legible sign in a reasonably prominent area of the reuse area that contains statements to the effect that all items taken are "as-is" with no guarantee of quality or contents, and that the customer accepts the risks and liability for the materials.
- The amount of PaintCare products for direct reuse will be tracked on a log and provided to PaintCare via PaintCare's report forms.

Solid Waste Management of Solidified PaintCare Products

HHW Programs that receive solidified paint waste from the public or have solidified paint resulting from consolidation, may track the weight and/or container size and type of paint to receive reimbursement for solidified paint disposed of in the solid waste stream.

- Empty containers or those with a de minimis, or trivial, quantity of paint in the container should not be counted for reimbursement.
- Confirm the paint contents are solidified by shaking or opening the container.
- Record the weight or number of containers of solidified paint on a log and on PaintCare report forms.

Internal Transportation between HHW Programs and Events

HHW Programs receive reimbursement for internal transportation of PaintCare products.

- Determine the percentage of PaintCare products internally transported by the HHW Program for each shipment on a log and provide that information on PaintCare report forms.

Paint Bulking

- Latex PaintCare products that are not suitable for direct reuse may be bulked into 55-gallon drums.
- Oil Based PaintCare products that are not suitable for direct reuse may be bulked into 55-gallon drums.
- Record the number of 55-gallon drums bulked on PaintCare's report forms for reimbursement.

Appendix A
PaintCare Paint Waiver

PAINTCARE PROGRAM: PAINT WAIVER

By signing below, I waive, release and hold harmless the Drop-Off Site, PaintCare Inc., PaintCare Inc.'s sole member and related companies, and all of their agents, employees, member companies, officers, directors, successors, and assigns from any liability, claim, injury, losses, damages, or cause of action of any kind whatsoever, whether based on contract, tort, statute, common law, or strict liability, which are claimed in any way to result from, arise out of, or are connected with the handling, receipt, use, storage, treatment, disposal (including spilling and leaking) or release of materials obtained through the PaintCare Program. For all materials that I obtain from the PaintCare Program, I accept with full understanding and appreciation of the actual or potential dangers stemming from the proper or improper use. I accept all risk related to my handling receipt, use, storage, treatment, disposal (including spilling and leaking) or release of such materials.

All materials that I obtain from the PaintCare Program, I accept as-is, with no warranties. I recognize that neither PaintCare nor the Drop-Off Site warrant that any materials obtained from the Drop-Off Site are merchantable or fit for any particular use. PaintCare and this Drop-Off Site are not responsible for any liability or damages stemming from the use of any material obtained from this Drop-Off Site.

[illegible]

*Estimate the actual gallons of liquid, not container volume (e.g., 4 one-gallon cans that are half full equals 2 gallons).

REGIONAL SPONSOR / PAINTCARE AGREEMENT

THIS AGREEMENT ("Agreement") is between PaintCare Inc., a Delaware Corporation, 901 New York Ave., N.W., Suite 300 West, Washington, D.C. 20001 ("PaintCare") and the Regional Sponsor [insert name], State of Minnesota, [insert address] ("Regional Sponsor").

WHEREAS, PaintCare is a "stewardship organization" appointed by one or more "producers" of Architectural Paint, as defined and authorized in Minnesota Statutes Section 115A.1415, to organize, implement, and administer a "stewardship plan" that meets the requirements of the Minnesota Architectural Paint Recovery Program, a "product stewardship program" authorized by Section 115A.1415; and

WHEREAS, the Regional Sponsor is authorized by Minnesota Statute Section 115A.96 to operate a Household Hazardous Waste (HHW) Program, which includes Architectural Paint, in compliance with MN Rules pt. 7045.0310, and its Very Small Quantity Generator Collection Program if applicable, in compliance with MN Rules pt. 7045.0320; and

WHEREAS, the parties desire to enter into this Agreement for the purpose of establishing indemnification rights and obligations, insurance protections and reimbursement for the Authorized Activities contained in Exhibit A.

NOW, THEREFORE, PaintCare and the Regional Sponsor agree as follows:

1. TERM OF AGREEMENT

Effective date: January 1, 2023.

Expiration date: December 31, 2027.

The indemnification obligations of PaintCare and Regional Sponsor incurred under this Agreement will survive the expiration of this Agreement.

2. DEFINITIONS

2.1 **Agency's Authorized Transporter.** A transporter authorized to provide transportation or waste management services pursuant to a State Contract for transportation or management of Program Wastes as referred to in Minn. Stat. § 115A.96, subd. 7.

2.2 **Architectural Paint.** Interior and exterior coatings listed in the Minnesota Pollution Control Agency (MPCA)-approved PaintCare Architectural Paint Product Stewardship Program Plan.

2.3 **Authorized Activities.** The list of activities contained in Exhibit A to this Agreement that may be performed by the Regional Sponsor and/or Participating County for compensation in accordance with this Agreement.

2.4 **Bulking/Bulked.** The activity of opening individual cans of Architectural Paint and combining the latex paint into 55-gallon drums and the oil-based paint into separate 55-gallon

drums.

2.5 Collection Site. A permanent or temporary designated location operated by a HHW Program, with scheduled hours for collection of Architectural Paint from the public.

2.6 Household. Household as defined in Minn. Stat. § 115A.96, subd. 1(a).

2.7 Household Hazardous Waste (HHW). Waste as defined in Minn. Stat. § 115A.96, subd. 1(b).

2.8 HHW Program. A program operated pursuant to Minn. Stat. § 115A.96.

2.9 Participating County. The counties who have signed an agreement with the Regional Sponsor to participate in the Regional Program covered under this Agreement include: [list counties].

2.10 Regional Program. The HHW Program services provided by the Regional Sponsor and/or Participating County.

2.11 Reuse. Has the same meaning as Minn. Stat. § 115A.1415, subd. 1 (7).

2.12 State Contractor Services. Waste management services performed for HHW Programs and made available by the State of Minnesota through its contracts with waste management firms. Services include supplying materials, receiving and sorting wastes, packaging, repackaging, consulting, training, sampling, analysis, treatment, transportation, storage, recycling, processing and disposal.

2.13 Very Small Quantity Generator or VSQG. A Hazardous Waste generator who is classified as a VSQG in accordance with Minn. R. 7045.0206, subp. 4.

2.14 VSQG Collection Program. A program operated in accordance with Minn. R. 7045.0320, to collect hazardous waste from VSQGs.

3. AUTHORIZED REPRESENTATIVES

The parties' authorized representatives shall be the primary point of contact for the conduct of the day-to-day duties under this Agreement.

3.1 The Regional Sponsor's Authorized Representative is [name], [title], [phone], [address], [email], or their successor.

3.2 PaintCare's Authorized Representative is Steve Pincuspy, Minnesota Program Manager, 612.719.5216, 901 New York Avenue, NW, Suite 300W, Washington, DC 20001, spincuspy@paint.org, or his successor.

4. INDEMNIFICATION

4.1 Each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party and the results thereof. The liability of the Regional Sponsor is subject to applicable law, which includes Minn. Stat. Ch. 466.

4.2 The Regional Sponsor shall defend, indemnify, and hold harmless PaintCare from and against all claims, suits, demands, obligations, losses, damages (including punitive or

exemplary damages), liabilities, expenses (including attorney fees, expenses of litigation, court costs, and reasonable costs of investigation), and causes of action of every kind whatsoever, whether based in contract, tort, statute, common law, or strict liability, which are claimed in any way to result from, arise out of, or be connected with any transportation, management or disposal of Architectural Paint prior to the time that the Architectural Paint permanently leaves the Regional Sponsor's possession and comes into the possession of the Agency's Authorized Transporter, except and not including any time periods that the Architectural Paint is transported between Regional Sponsor facilities by the Agency's Authorized Transporter. This indemnification obligation by the Regional Sponsor does not apply to the extent any claims, suits, demands, obligations, losses, damages, liabilities, expenses, or causes of action result from the negligence, wrongful act, or breach of this Agreement attributable to PaintCare, its agents, directors, or employees, or attributable to transportation, management or disposal of the Architectural Paint after the Architectural Paint permanently leaves the Regional Sponsor's possession and comes into the possession of the Agency's Authorized Transporter or during the time that the Architectural Paint is transported between Regional Sponsor facilities by the Agency's Authorized Transporter.

4.3 PaintCare shall defend, indemnify and hold harmless the Regional Sponsor from and against all claims, suits, demands, obligations, losses, damages (including punitive or exemplary damages), liabilities, expenses (including attorney fees, expenses of litigation, court costs, and reasonable costs of investigation), and causes of action of every kind whatsoever, whether based in contract, tort, statute, common law, or strict liability, which are claimed in any way to result from, arise out of, or be connected with PaintCare's performance of its obligations under this Agreement. This indemnification obligation does not apply to the extent any claims, suits, demands, obligations, losses, damages, liabilities, expenses, or causes of action are proven to result from the negligence, wrongful act, or breach of this Agreement attributable to the Regional Sponsor, its agents, elected officials, or employees.

4.4 Neither party will be liable to the other for any indirect, special, consequential, punitive, or incidental damages, whether based on breach of contract, tort (including negligence), or any other legal theory, even if advised of such potential damages; however, nothing in this paragraph constitutes a limit of the parties' respective indemnification obligations other than any applicable limits imposed by Minnesota law.

5. INSURANCE

☐ **Regional Sponsors with insurance provided by the Minnesota Counties Intergovernmental Trust (MCIT)**

5.1 Regional Sponsor Obligation. PaintCare acknowledges that the Regional Sponsor is a member of the MCIT, a joint-powers entity under Minnesota law. The Regional Sponsor agrees to maintain, for the duration of this Agreement, coverage at the levels and with terms customarily available through MCIT, subject to and in accordance with the following provisions:

- a. All coverages will be maintained in accordance with the MCIT Coverage Document, as the same may from time to time be amended.
 - b. All coverage will be maintained to be sufficient to meet the maximum liability amounts for Minnesota municipalities set forth in Minnesota Statutes, Section 466.04.
 - c. Nothing in the agreement shall be construed as requiring the Regional Sponsor to obtain private insurance at any time for any purpose.
 - d. Regional Sponsor will take steps necessary and sufficient to make PaintCare an Additional Covered Party under the MCIT Coverage Document, as the same may be amended from time to time, and provide proof of the same. It is understood and agreed that the scope of coverage for PaintCare as an additional covered party is no greater than the scope of the Regional Sponsor indemnification obligation stated in paragraph 5.1 (b), above.
- 5.2 PaintCare Obligation. PaintCare at its own expense shall carry and maintain on a continuous basis the following insurance coverage during the term of this Agreement (collectively, "PaintCare Required Insurance"):
- a. Commercial General Liability insurance written on an occurrence basis covering personal injury, property damage, and bodily injury and death with limits not less than \$1,000,000 for each occurrence, and \$2,000,000 in the aggregate.
 - b. Environmental Pollution Liability Insurance with limits not less than \$3,000,000 for each occurrence, and \$ 3,000,000 in the aggregate.

The PaintCare Required Insurance must include the Regional Sponsor and Participating Counties and its agents, elected officials, and employees as additional insured (by blanket endorsement). Upon receiving a written request from the Regional Sponsor, PaintCare shall provide a certificate of insurance evidencing insurance complying with the above requirements. All PaintCare Required Insurance is subject to audit and review by the Regional Sponsor or its designees at any time for the limited purpose of verifying PaintCare's compliance with this Agreement.

☐ **Regional Sponsors that are self-insured**

- 5.1 Regional Sponsor Obligation. PaintCare acknowledges that the Regional Sponsor is self-insured under the provisions of Minnesota Statutes, Sections 383B.155, 471.981 and/or 466.06. This coverage includes tort liability and extends to Regional Sponsor employees for activities arising out of the course and scope of their employment as defined under section 466.07. The Regional Sponsor affirms that its coverage by virtue of self-insurance will be maintained to be sufficient to meet the maximum liability amounts for Minnesota

municipalities set forth in section 466.04. Nothing in this Agreement shall be construed as requiring the Regional Sponsor to obtain private insurance at any time for any purpose.

5.2 PaintCare Obligation. PaintCare at its own expense shall carry and maintain on a continuous basis the following insurance coverage during the term of this Agreement (collectively, PaintCare Required Insurance”):

- a. Commercial General Liability insurance written on an occurrence basis covering personal injury, property damage, and bodily injury and death with limits not less than \$1,000,000 for each occurrence, and \$2,000,000 in the aggregate.
- b. Environmental Pollution Liability Insurance with limits not less than \$3,000,000 for each occurrence, and \$ 3,000,000 in the aggregate.

The PaintCare Required Insurance must include the Regional Sponsor and its agents, elected officials, and employees as additional insured (by blanket endorsement). Upon receiving a written request from the Regional Sponsor, PaintCare shall provide a certificate of insurance evidencing insurance complying with the above requirements. All PaintCare Required Insurance is subject to audit and review by the Regional Sponsor or its designees at any time for the limited purpose of verifying PaintCare’s compliance with this Agreement.

6. NOTICE

6.1 The Regional Sponsor shall notify PaintCare on the same day that it notifies the MPCA or other state or federal agency after discovering any release of material at a Collection Site that requires reporting to a governmental authority under state or federal law.

7. RIGHT TO INSPECT

7.1 The Regional Sponsor will maintain and make available to PaintCare, during regular business hours, accurate books and accounting records relating to all amounts invoiced to PaintCare. The Regional Sponsor will permit PaintCare or its designee to audit, examine, and make excerpts and transcripts of such materials during the Regional Sponsor’s regular business hours. The Regional Sponsor shall maintain such data and records in an accessible location and condition for a period of not less than three (3) years from the generation date of the applicable record or data.

7.2 PaintCare may inspect, with full access, the Regional Sponsor’s Collection Sites during normal hours of operation, as well as any other site where the Regional Sponsor manages or stores Architectural Paint. PaintCare will provide the Regional Sponsor with at least five (5) business days’ notice prior to any such inspection, and if requested by Regional Sponsor, an inspection checklist.

7.3 The Regional Sponsor will provide access to records and site inspection within five (5) days of receipt of the notice, or if such timing is not feasible, within a reasonable period of time

thereafter not to exceed fifteen (15) days, unless otherwise agreed to by both parties.

8. COLLECTION OPERATIONS

8.1 PaintCare and the Regional Sponsor acknowledge that the Regional Sponsor, not PaintCare, has direct control over the operations of the Regional Program.

8.2 For Architectural Paints covered by this agreement and reimbursed by Paint Care, the Regional Program/Regional Sponsor shall abide by applicable local, state and federal laws and make best efforts to comply in all material respects with the Program Guidelines set forth in Exhibit C (except to the extent the Program Guidelines conflict with the terms of this Agreement or any applicable law). If the Regional Sponsor/Regional Program is unable to comply with any aspect of the Program Guidelines, the Regional Sponsor shall notify PaintCare and the parties shall cooperate in good faith to reach a mutually agreeable resolution.

8.3 The Regional Sponsor shall notify PaintCare of collection events that include Architectural Paint at least thirty (30) days prior to the date of the event using PaintCare's online portal. In the event a collection event is cancelled, Regional Sponsor shall notify PaintCare of the cancellation within thirty (30) days of the scheduled event.

8.4 The Regional Sponsor and Participating Counties shall use State Contractor Services for the off-site management of Architectural Paint for which the Regional Sponsor seeks reimbursement.

9. EDUCATION

The Regional Sponsor shall not utilize PaintCare's name, PaintCare's trademark, or logo without first obtaining written consent from PaintCare.

10. REIMBURSEMENT OF AUTHORIZED PRODUCT STEWARDSHIP ACTIVITIES.

10.1 Reporting and payment for Authorized Activities incurred on or after January 1, 2023 to December 31, 2027:

10.1.1 PaintCare shall provide a succinct report form to the Regional Sponsor on which to record Authorized Activities as established in Exhibit A.

10.1.2 The Regional Sponsor shall provide the following information to PaintCare in accordance with the schedule established in Exhibit B to this Agreement: a completed report, using PaintCare's designated report form, for all Authorized Activities completed during the reporting period; supporting documents including, but not limited to, supply and waste management invoices for Authorized Activities in Exhibit A, reuse inventories and internal transport logs; and a description of the item (e.g., drum, box, liner, etc.) number of items, unit cost of item, extended total per item, and total cost of supplies for all supplies purchased by Regional Program from sources

other than the State's Contractor.

10.1.3 PaintCare shall review reports and documentation and notify the Regional Sponsor of errors if any, within thirty (30) days. The Regional Sponsor shall correct discrepancies within thirty (30) days.

10.1.4 Upon notification from PaintCare that the quarterly report is complete, the Regional Sponsor shall submit an invoice directly to PaintCare, through its designated invoicing and payment system, following the schedule set forth in Exhibit B.

10.1.5 PaintCare shall pay the Regional Sponsor within thirty (30) days of receipt of the Regional Sponsor's invoice.

10.2 The Regional Sponsor shall forward payment to Participating Counties after receiving payment from PaintCare pursuant to 10.1.

10.3 The payment amount received by the Regional Sponsor pursuant to 10.1 will constitute the final payment for such activities for the time period covered by the payment.

10.4 Nothing in this Agreement shall prohibit PaintCare from providing additional payments, equipment, and supplies to help support the Regional Sponsor.

11. DISPUTE RESOLUTION

11.1 Both parties shall, in good faith, attempt to negotiate resolutions to all disputes arising out of this Agreement.

11.2 The parties shall continue to perform the obligations under this Agreement that are not directly involved in the dispute during the dispute resolution process in a diligent and timely manner in accordance with all applicable provisions of this Agreement.

11.3 Either party may consult with the MPCA for assistance in resolution of any dispute.

12. ENTIRE AGREEMENT

The entire Agreement between the parties is contained here and this Agreement supersedes all oral agreement and negotiations between the parties relating to the subject matter. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement.

13. GOVERNING LAW

This Agreement shall be interpreted and construed according to the laws of the State of Minnesota without giving effect to the principles of conflict of laws. All litigation regarding this Agreement shall be - in a court of competent jurisdiction in the State of Minnesota. Each party consents to personal and subject matter jurisdiction of the courts of the State for all purposes

related to this Agreement.

14. COUNTERPARTS

This Agreement may be executed in several counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.

15. TERMINATION

The Regional Sponsor may terminate this Agreement at any time, with or without cause, upon one hundred eighty (180) days written notice to PaintCare. PaintCare may terminate this Agreement, with or without cause, by providing written notification to the Regional Sponsor at least 180 days prior to the date of cancellation. All work completed prior to the notice of cancellation shall be reimbursed in accordance with Part 10 of this Agreement.

FRYBERGER

— LAW FIRM —

MEMO

To: Board of Directors -Western Lake Superior Sanitary District

From: David R. Oberstar

Subject: Revisions to the Purchasing Policy and Procedures

Date: May 16, 2023

Many changes were made to the 2011 Purchasing Policy to clarify existing language, add citations to applicable statutes or include new provisions. This memorandum will highlight the major changes to the policy. The applicable paragraphs are listed below.

3. Environmentally Preferable Purchasing. This is a new provision in the Purchasing Policy which recognizes the commitment of WLSSD to fiscal responsibility and environmental stewardship. It also encourages purchases which reduce environmental impacts, are environmentally responsible, and encourage vendors to be innovative in products they promote. While this paragraph identifies goals and objectives of WLSSD, there is no mandatory language included to compel compliance.

4. Levels of Purchasing Authorization. The Board already adopted this change which recognizes Board approval is required for purchases over \$175,000. The previous language required Board approval for purchases in excess of \$100,000, based on an outdated statute.

Various levels of purchasing authority were also defined:

- *District Buyers/Department Buyers/Planners/Lead Workers up to \$1,000.
- *Supervisors up to \$10,000.
- *Managers up to \$50,000.
- *Executive Director up to \$175,000 and Professional Services Contracts up to \$100,000.
- *Board approval required for all purchases above.

6. Procurement Thresholds. The thresholds were updated to the new limits as identified above. The thresholds were also related to several statutorily approved types of purchases.

- *Purchases of up to \$25,000 can be done by direct negotiation.
- *Purchases of \$25,000-\$175,000 can be done by direct negotiation with two quotes or sealed bids.
- *Purchases over \$175,000 are sealed bids with Board approval.
- *Best value alternative purchases set forth a procurement process where a weighted scale is used for selection criteria.

7. Procurement Practices. This section is a reorganization of several sections from the prior policy. In addition, changes were made to:

d. Project Labor agreement. Gives the Executive Director discretion to determine when a project labor agreement will be included in specifications.

e. Professional or Technical Services. This section previously provided for a Change Order exceeding 10% or \$5,000 to require Board approval. The \$5,000 requirement was removed.

8. Emergency Purchases. This section was updated to change the required Board approval from \$100,000 to \$175,000.

9. Table. The table is updated to reflect authorization amounts.

10. Responsible Bidder Defined. This section was updated to include a number of additional statutory references.

12. Bid Documentation. This section was revised to provide that documents are now available on a third-party bid management system rather than by printed or electronic copies.

13. Bidding Requirements.

a. Advertisement for Bids. Advertising language was modified to remove the reference about publication of bids in newspapers and replacing it with the current process which is publication of the bids on the District website.

b. Bidder's Deposit. Bidder's deposit was modified to confirm that if the District does require a bidder's deposit the amount will not exceed 5%. Other recent statutory changes were also included.

f. Bonds and Certificates of Insurance. Clarified that Performance and Payment Bonds are not required for professional or technical services or for the separate purchase of equipment, supplies or chemicals. The provisions for performance bond and payment bond were restated to more accurately match the language in statute. Such bonds are required for purchases in excess of \$175,000, and the amount of the bonds is 100% of the contract price.

14. Changes Orders. This section was expanded and language was included to clarify that change orders in a PFA contract cannot exceed 5% of the total costs.

18. Retainage. There is a new state law governing retainage which now provides that it may not exceed 5%.

Appendix I (page 18). The chain of command for purchasing if the Executive Director is absent was clarified to provide the following order of authority:

1. Director of Finance.
2. Manager of Planning and Technical Services.
3. Manager of Operations and Maintenance.

PURCHASING POLICY AND PROCEDURES

**for the
Western Lake Superior Sanitary District**



Clear Answers for Clean WaterSM

May 2023

Approved by WLSSD Board on 11/2/98
Updated and Approved by WLSSD Board on 3/2011
Revised by WLSSD Board on May 22, 2023

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1. INTRODUCTION

The goal of a sound and responsive public contracting system should include:

- *Establish clear contracting standards and be responsive to market place and industry standards;
- *Enhance public confidence through ethical and fair dealings, honesty and good faith between the WLSSD, the business community and other governmental jurisdictions;
- *Promote efficient use of local government resources, and obtain materials, equipment and services as economically as possible;
- *Allow impartial and open competition protecting the integrity of the public contracting process and competitive nature of public procurement; and,
- *Provide a public contracting structure that can take full advantage of evolving procurement methods as they emerge while preserving competitive bidding as the standard for public contracting.

This Purchasing Policy and Procedures are designed to provide guidance and instruction to the staff involved in the purchasing process. The Board grants staff the authority to purchase materials, equipment and services within the budgeted amount as set by Board action and in compliance with the Purchasing Policy and Procedures.

These Purchasing Procedures are also intended to assure compliance with the following:

- Minn. Stat. § 471.345 - Uniform Municipal Contracting Law
- Minn. Stat. § 471.59 - Provides basic statutory framework for joint operations between units of government
- Minn. Stat. § 290.92 and §290.97- Tax withheld on wages
- Minn. Stat. § 574.26 - Performance and payment bonds requirements for contracts in excess of \$175,000 for the doing of any public work
- Minn. Stat. Chapter 458D (Laws of 1971, Chapter 478) which created the District
- Public Employees Not to Purchase from Governmental Agencies; Exceptions; Penalty (Minnesota Statutes §15.054).

2. APPLICABILITY AND INTERPRETATION

- a. This policy applies to any and all procurements and purchases of goods, materials, real or personal property, equipment, labor, works, services or construction, unless as exempted by express language of this policy or where superseded by applicable federal or state law. This policy does not apply to purchases not available competitively such as utilities, subscriptions, professional dues, memberships, travel, conferences, permits, licenses or federal, state or local fees and charges.
- b. More Restrictive Provision: To the extent possible, WLSSD must follow those requirements of state law and this policy to the extent that federal procurement requirements do not apply. Where federal procurement provisions do apply and state or WLSSD policy is inconsistent with that applicable federal provision, purchases must be made in compliance with the more restrictive procurement provision.
- c. The provisions of this policy are to be interpreted and applied to promote full and open competition for all procurements.

- d. Contractors who draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for those procurements.

If compliance with all levels is not possible and no rule is more restrictive in purchasing level or process, the more restrictive cost threshold applies and the more rigid procurement method and requirement prevail.

3. ENVIRONMENTALLY PREFERABLE PURCHASING

WLSSD strives to be a responsible environmental leader. WLSSD recognizes that the procurement of products and services have inherent environmental and economic impacts and purchasing decisions should be made that promote WLSSD's commitment to protecting the environment. WLSSD shall acquire goods and services in a manner that considers both fiscal responsibility and environmental stewardship and encourages and supports decisions and product and service acquisitions that reflect the special purchasing considerations outlined within this policy. The goal is to:

- Encourage the purchase and use of materials, products and services that best align with the WLSSD's environmental, operational and fiscal responsibility goals;
- Reduce environmental impacts from use of products, including reduction of greenhouse gas emissions, energy use, reduction of landfill waste, health and safety risks, conserving natural resources, and support movement towards zero waste;
- Empower WLSSD staff to be innovative and incorporate progressive and best-practice environmental specifications, strategies and practices in procurement decisions;
- Encourage vendors and contractors to promote products and services that are most suited to the WLSSD environmental principles;
- Complement existing WLSSD ordinances and policies; and
- Encourage companies to bring forward emerging and progressive environmentally preferable products and services, by purchasing such products and services where their use is compatible with, and is beneficial in the long-term, to WLSSD's existing infrastructure.

4. LEVELS OF PURCHASING AUTHORIZATION

a. Purchasing Authority:

1. Planners, lead workers, District Buyer and departmental buyers are authorized to bind the WLSSD on approved purchases that are a total purchase cost of \$1,000 or less if the purchase is in the departments' approved budget for that fiscal year.
2. Supervisors are authorized to bind the WLSSD on approved purchases that have a total cost of up to \$10,000.
3. Managers are authorized to bind the WLSSD on approved purchases and contracts for professional services that have a total cost of up to \$50,000.
4. The Executive Director is authorized to bind the WLSSD on approved purchases of up to \$175,000 and contracts for professional services that have a total cost of up to \$100,000.
5. The District Board must approve any purchase that has a total purchase cost greater than \$175,000 and contracts for professional services that have a total cost of greater than \$100,000.

- b. **Buyers.** The District Board can delegate authority to an agent (herein called a District Buyer) to act on its behalf in performing the purchasing functions. The District Buyer is one who receives

authority to purchase materials and services within authorized accounts. A Departmental Buyer is the person designated by a department to make purchases up to \$1000.

- c. **Conflict of Interest and Best Practices.** This significant delegation of contracting authority carries with it the equally significant responsibility of exercising sound judgment and discretion. In particular, those authorized must exercise sound discretion to recognize circumstances in which a proposed contract should be brought to the specific attention of the District Board through the use of a Board Action. All purchases must comply with the following ethical standards:
1. Employees are required to avoid any actual or apparent conflict of interest.
 2. Employees may not derive any direct or indirect personal financial or other benefit from any purchase, contract or transaction. Such prohibition includes persons and organizations in which such employee has a close relationship, interest, association or affiliation.
 3. No District employee or official may solicit, demand, accept or agree to accept from any other person a gratuity in connection with any decision, approval, disapproval or recommendation of a purchase request.
 4. Purchases by the District for the personal use of an employee or official are prohibited even if reimbursement is made to the District for the cost of the purchase.
 5. Any employee who identifies a conflict of interest must disclose that conflict in writing to his or her supervising authority and remove himself or herself from the procurement process.
 6. To avoid the actual or appearance of conflict, vendors who prepare specifications, statements of work or other material portions of requests for bids or requests for proposals are excluded from bidding on or proposing the underlying work or service.
 7. Any purchase made by an employee that is contrary to these ethical provisions does not bind the District. Any such purchase will be considered a personal liability of the involved employee.
 8. Each prospective and current vendor shall be required to disclose any potential or actual organizational conflict of interest. In cases of potential or actual organizational conflict of interest, the District may pursue any one or combination of the following:
 - i. Disqualify the prospective contractor from the contract award;
 - ii. If the contract has been awarded, terminate the contract;
 - iii. Disqualify the prospective or current vendor from subsequent contracts if the organizational conflict of interest was not properly disclosed or was misrepresented; or
 - iv. Mitigate or neutralize the potential or actual organizational conflict of interest as allowable by law.

If there is no potential or actual organizational conflict of interest that would prohibit a contract, but there is a question as to whether there may be an appearance of such a conflict, the contract shall be presented to the District Board for approval, regardless of the amount of the contract. The District Board shall have sole discretion to determine whether an appearance of a conflict of interest should bar a proposed contract not governed by the law applicable to competitive bidding.

5. STANDARDIZATION

The District Board shall approve, by resolution, the standardization on any product utilized by the District in its operation. A committee consisting of the Executive Director, Manager of Operations and Maintenance, and District Buyer will make such recommendations to the District Board. The

committee will classify the requirements for supplies, materials, and equipment; adopt as standards the smallest number of quantities, sizes and varieties of such supplies, materials and equipment consistent with the efficient operation of the District; and prepare, adopt and promulgate written specifications describing such standards.

After the adoption of the standard specifications, the specifications shall, until revised or rescinded, apply alike in terms and effects to every purchase and contract for the commodity described in such specification.

6. PROCUREMENT METHODS AND ACQUISITION THRESHOLDS

a. **Acquisition Threshold Defined.** Acquisition threshold is the total acquisition cost as explained below which defines when the District may use a particular procurement method. Total acquisition cost includes the purchase cost of the transaction and any associated direct costs. The requirements in this Section are for the purchase of supplies, materials, and equipment or the construction, alteration, repair or maintenance of real or personal property as provided in Minn. Stat. §471.345. Professional or technical services are not subject to section 471.345 and are acquired as provided in Sections 4.a. and 7.e. herein.

b. **Thresholds.** The District Enabling Act, codified at Minnesota Statute Chapter 458D, provides that the District follow the Uniform Municipal Contracting Law for its construction contracts. The District has adopted the contracting thresholds found in the Uniform Municipal Contracting Law, Minn. Stat. §471.345, Subd. 3 through Subd. 5, which provide the following procurement methods and respective purchasing thresholds:

1. **Purchases in amounts of \$25,000 or less.** If the total purchase cost is estimated to be \$25,000 or less, the District has discretion to make the purchase by direct negotiation in the open market. Alternatively, the District may make the purchase by direct negotiation with quotation. If the District chooses to obtain quotes, it must obtain, as far as practicable, at least two quotes and keep them on file for at least one year.

i. Pursuant to Section 4, a Planner, lead worker, District Buyer or Departmental Buyer has authority to make and approve such purchases that are \$1,000 or less.

ii. Pursuant to Section 4, a Supervisor has authority to make and approve such purchases that are \$10,000 or less.

iii. Pursuant to Section 4, a Manager or the Executive Director has authority to make and approve such purchases that are \$25,000 or less.

2. **Purchases between \$25,000 and \$175,000- Direct Negotiation.** If the total purchase cost is estimated to be greater than \$25,000, but less than \$175,000, the District has discretion to make the purchase by direct negotiation by obtaining quotes. If the District chooses to obtain quotes, it must obtain at least two quotes and keep them on file for at least one year.

i. Pursuant to Section 4, a Manager has authority to make and approve such purchases that are \$50,000 or less.

ii. Pursuant to Section 4, the Executive Director has authority to make and approve such purchases that are \$175,000 or less.

iii. The District Board must approve any purchase that has a total purchase cost greater than \$175,000.

3. Purchases between \$25,000 and \$175,000- Sealed Bids. If the total purchase cost is estimated to be greater than \$25,000, but less than \$175,000, the contract may be made by sealed bidding as an option to direct negotiation addressed above. When the District uses the sealed bidding process, however, it must follow through with the procedure even though it was not originally required.

i. Pursuant to Section 4, a Manager has authority to make and approve such purchases that are \$50,000 or less.

ii. Pursuant to Section 4, the Executive Director has authority to make and approve such purchases that are \$175,000 or less.

iii. The District Board must approve any purchase that has a total purchase cost greater than \$175,000.

4. Purchases over \$175,000- Required Sealed Bids. If the total purchase cost is estimated to exceed \$175,000, the District is required to solicit sealed bids by public notice of request for bids or request for proposals unless an exception to the Uniform Municipal Contracting Law applies. District Board approval is required to confirm the purchase.

5. Best Value Alternative. If the total purchase cost is estimated to exceed \$25,000, the District has the option to award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in section 16C.28, subdivision 1, paragraph (a), clause (2), and paragraph (c). When using this procurement process, the solicitation document must state the relative weight of price and other selection criteria. The award must be made to the vendor or contractor offering the best value applying the weighted selection criteria.

i. Pursuant to Section 4, a Manager has authority to make and approve such purchases that are \$50,000 or less.

ii. Pursuant to Section 4, the Executive Director has authority to make and approve such purchases that are \$175,000 or less.

iii. The District Board must approve any purchase that has a total purchase cost greater than \$175,000.

7. **PROCUREMENT PRACTICES**

a. **Buyers.** With the assistance of the requesting party, the District Buyer will determine the adequacy of information necessary to solicit quotations and also the method used to obtain the product or service. Correct specifications are necessary and should be properly outlined by the requesting party. This type of purchase will generally require a longer lead-time for preparation of specifications, communication and determination of vendor availability. Each department has a designated Departmental Buyer authorized to requisition a purchase up to \$1000.

b. **Purchasing.** A purchase requisition is required for all purchases, and is typically initiated by a Planner, lead worker, District Buyer or Departmental Buyer. The requisition must be approved by the department Supervisor if in excess of \$1000, prior to generating the purchase order. A purchase order (PO) is the primary purchasing document that, when properly executed, enables the purchasing process

to proceed without unnecessary internal delays. It is used to acquire goods or services for the District and is authorization of payment. A PO shall be used for all purchases except the following (unless required by a vendor): books, publications, membership dues, training registration, travel, meals, lodging, legal costs, utilities, auditor fees, and software support. In addition to POs, products and services may be obtained by use of a District procurement (P-Card). Employees may request a P-Card in accordance with the WLSSD P-Card Policy.

1. **Requisitions.** Prior to issuing any PO, requests for products and services must first be entered by the Planner, lead worker, District Buyer or Departmental Buyer (collectively "requisitioner") using the computerized procurement program. A purchase requisition must include an exact part description, part number, a confirmed delivery date, the gl account number, a work order number (where applicable) and a notation listing to whom the materials will be delivered upon their arrival. All requisitions require approval prior to the creation of a PO. The level of approval is determined by the dollar amount of the request.
 2. **Purchase Orders.** Once the requisition has been approved, a PO is created by the designated Departmental Buyer using the District's computerized procurement program. A PO typically serves as a contract between the District and vendor for the acquisition of the specified product or service.
 3. **Vendor Agreements.** A vendor agreement is established through a formal bid or quotation process. It is an agreement between the District and a vendor to provide specified products or services at mutually agreed upon prices, rates, terms and conditions. Vendor agreements may be entered into the computerized procurement system as a contract, blanket agreement, standing order or as a service. Vendor agreements allow the requisitioner to expedite proscribed goods and services in an accurate and efficient manner.
- c. **Estimated Cost Below Actual Cost.** If the estimated cost of goods and/or services is less than \$175,000 but the actual cost ultimately exceeds \$175,000 District Board approval of the purchase shall be obtained. The Purchase Order originator shall document occasions when the estimate is less than \$175,000 but the actual cost exceeds \$175,000. The documentation shall be sent to Accounts Payable to be filed.
- d. **Project Labor Agreement.** The Executive Director in his or her sole discretion will determine if a construction project shall include in the bid specifications the requirement for a Project Labor Agreement.
- e. **Professional or Technical Services.** Contracts for professional or technical services do not fall within the requirements of Minn. Stat. §471.345. Minnesota Statutes, Chapter 458D, permits the District to employ persons or firms performing engineering, legal or other services of a professional nature on such terms as it may deem advisable without any requirement for competitive bidding or obtaining quotations. In accordance with Minnesota State Statute 16C.08, *Professional or technical services* are defined as those services that are intellectual in character, including consultation, analysis, evaluation, prediction, planning, programming, or recommendation, and result in the production of a report or the completion of a task. Typical services include those of engineers, lawyers, architects and accountants. A Manager is authorized to employ, on behalf of the District, persons or firms performing engineering, legal or other services of a professional or technical nature where the expenditure for services will not exceed the sum of \$50,000 per project or result in payments by the District to the person or firm to be employed of more than \$50,000 per annum. The Executive Director is authorized to employ professional or technical services which will not exceed the sum of \$100,000 per project or

result in payments by the District to the person or firm to be employed of more than \$100,000 per annum. If a resultant change order is more than 10% of the agreed upon total, subsequent Board approval is required. Board approval is required for any professional or technical services contract in excess of \$100,000 per annum.

f. **State Contract Purchases.** The State of Minnesota Materials Management Division (MMD) contracts with numerous vendors for a wide variety of items through a State-conducted competitive bidding process. Other governmental units and political subdivisions within the State of Minnesota can access these contracts. The District has entered into an agreement with the State, which permits the District to purchase these items directly from the contracted vendors at the same price and terms and conditions as obtained by the State. Since the State of Minnesota has already competitively bid for these items, the District is not required to repeat the same process. Access to the MMD website is available from the District Buyer. The list of state contracts should also be consulted prior to an emergency purchase.

8. EMERGENCY PURCHASES FOR MATERIAL, EQUIPMENT, SERVICES AND REPAIRS

An emergency situation may require unscheduled expenditures without the benefit of plans, specifications and formal bids. Whenever possible, these purchases shall be made with the assistance of the Purchasing Department and shall follow normal purchasing procedures.

Minn. Stat. §458D.21, Subd. 2, provides that if the Board by resolution determines that an emergency exists requiring the immediate purchase of materials or supplies or in making emergency repairs, at a cost estimated to be in excess of \$5,000, it shall not be necessary to advertise for bids. But due to emergency situations, obtaining the Board resolution in advance of making the purchases or repairs may not be possible.

The Executive Director is authorized to enter into contracts for emergency procurement. Emergency procurement exists when an emergency condition warrants dispensing with advertising for competitive bids or other solicitations. The emergency conditions must be present, immediate and existing, and not a condition which may or may not arise in the future, or a condition which reasonably may be foreseen in time to advertise for bids. The contract(s) must be presented to the District Board for ratification at the next meeting of the Board, regardless of the amount of the contract.

If the emergency is of such urgency that obtaining a resolution from the Board prior to procurement for the emergency cannot be timely accomplished, the following procedures shall be used:

a. Purchases under \$175,000

The affected Supervisors shall determine when an emergency exists (and prepare documentation to support the declaration of an emergency) and authorize issuance of a Purchase Order(s) as necessary.

b. Purchases \$175,000 and Greater

The affected Supervisors shall immediately notify the Executive Director that an emergency situation exists. In the absence of the Executive Director, the Administrative Procedure Chain of Command shall be followed.

The Executive Director or designated representative shall determine if an emergency situation exists. The Executive Director or designated representative shall meet with the affected supervisory staff as soon as possible to review the purchasing requirements for the emergency,

and assign staff responsibility. Purchasing and repairs may be authorized by the Executive Director or designated representative prior to Board approval. The assigned staff person shall prepare a memorandum outlining in detail the factual basis supporting the conclusion that an emergency exists. Also, a District Board resolution, stating the same factual information, shall be prepared for Board approval at the next Board meeting.

9. **PURCHASING REQUIREMENTS TABLE**

Purchase Amount	Type of Purchase	Board Appr.	Ins. Cert	IC-134	L&M Bond	Perf. Bond	Purchases May be Made by:
Up to: \$25,000	Equipment						a. Quotation (two if possible) b. or in open market
	Contractor		Yes	Yes			
	Service		Yes				
up to: \$100,000	Consultant						Refer to Professional
\$100,000>	Consultant	Yes					Services (7.e. above)
Greater than: \$25,000	Equipment	>\$175,000					Refer to Best Value
	Contractor	>\$175,000	Yes	Yes			Alternative (sealed bid) (6.b.5 above)
	Service	>\$175,000	Yes				
Exceeding \$25,000 and up to: \$175,000	Equipment	>\$175,000					Two or more quotes when possible or sealed bids
	Contractor	>\$175,000	Yes	Yes			
	Service	>\$175,000	Yes				
Greater than: \$175,000	Equipment	Yes					Sealed bid solicited by public notice. Surety bonds required in amount of contract (greater than \$175,000, see, Minn. Stat. §547.26(2))
	Contractor	Yes	Yes	Yes	Yes	Yes	
	Service	Yes	Yes		Yes	Yes	

Notes:

- The District Board may employ on such terms as it deems advisable, persons or firms performing engineering, legal or other services of a professional nature, and is not subject to competitive bidding or a minimum of 2 quotations. (Minn. Stat. §458D.18, subd. 8). If the annual cost exceeds \$100,000, the contract requires District Board approval.
- All quotations obtained must be kept on file for at least one (1) year after receipt in the central filing system, or bid file.
- Two (2) quotes refer to two informal, but documented quotes.
- Sealed bid refers to the formal bid process of public dissemination and a fourteen (14) day notice prior to bid opening (Minn. Stat. §458D.21, subd. 2 and §331A.03, subd. 3).
- Contracts for the purchase of equipment, construction, non-professional services (such as cleaning, maintenance, or laundry) shall normally be bid using the sealed bidding process. Exceptions may include negotiated contracts and emergency purchases.
- Board refers to formal District Board of Directors approval.
- Bid Bonds are not mandatory by state statute, but a public body may require that a bidder provide a bid bond or other security as a proposal guaranty that the bidder will enter into a contract if its bid is accepted. (Minn. Stat. §574.27).

- h. Purchases up to \$175,000 made either upon sealed bids or by direct negotiation may be done without advertising for bids or otherwise complying with the requirements of competitive bidding. (Minn. Stat. §471.345, subd. 4).
- i. Where Bid, Performance, and Labor and Material Payment Bonds are not mandatory, it is up to the discretion of the District Buyer or Supervisor whether or not to require them. For contracts in excess of \$175,000, the Performance and Labor and Material Payment Bonds shall be in an amount of not less than the contract price. (Minn. Stat. §574.26).

10. RESPONSIBLE BIDDER DEFINED

In determining the lowest, most responsive and responsible bidder, in addition to the price, the following will be considered:

- a. The ability, capacity, and skill of the bidder to perform the contract and/or provide the service required;
- b. Whether the bidder can perform the contract or perform the service promptly, or within the time specified without delay or interference;
- c. The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
- d. The quality of performance of previous contracts or services;
- e. The sufficiency of the financial resources and ability of the bidder to perform the contract or services;
- f. The quality, availability and adaptability of the supplies or contractual services to the particular use required;
- g. The ability of the bidder to provide future maintenance and service for the use of the subject of the contract;
- h. The bonding and licensing capacity of the bidder;
- i. Satisfactory reference checks.
- j. For a construction contract exceeding \$50,000, meets the requirements of a responsible contractor as set forth in Minnesota Statutes §16C.285, including:
 - (i) complies with workers' compensation and unemployment insurance requirements;
 - (ii) complies with Department of Revenue and Department of Employment and Economic Development registration requirements if it has employees;
 - (iii) has a valid federal tax identification number or a valid Social Security number if an individual; and
 - (iv) has filed a certificate of authority to transact business in Minnesota with the secretary of state if a foreign corporation or cooperative.
- k. The Environmentally Preferable Purchasing Policy which, together with this Purchasing Policy and Procedures, sets forth the procurement procedures and factors for consideration in making decisions on whether a product or services are environmentally preferable.

Bidders may be evaluated for qualification prior to or after receiving bids. **Note:** It is preferable to evaluate a bidder's qualifications prior to receipt of bids rather than after bids have been received and opened. However, no one should be disqualified from submitting a bid.

A list of suppliers of materials and services accepted as possible sources to solicit bids shall be maintained in the bid file in the central filing system.

11. BID SPECIFICATION

Procedures for preparation and review of bid specifications are as follows:

a. **Preparation of Bid Specifications**

The requesting party shall coordinate preparation of draft specifications with the District Buyer. The requesting party shall enlist the services of other relevant departments or individuals for necessary assistance. The resulting draft specifications shall be forwarded for review.

b. **Review**

All affected Supervisors, project managers, and the District Buyer shall review specifications when applicable to their areas of responsibility. Each Supervisor shall review the draft specifications for consistency with current policy, budget compliance and other factors relevant to their department's responsibility.

c. **Review Comments**

Each of the reviewers shall document that they have reviewed the draft specifications and note in writing any comments. The draft specifications with comments shall be retained with the bid file in the central filing system.

d. **Revision and Completion**

Upon return to the requesting party, necessary revisions shall be incorporated into the final bid specifications and sent back to the originator with all changes, for final review. The specifications are then forwarded on to the District Buyer for processing. The affected Supervisors will review the specifications (and, at their option, with the Executive Director) for final approval prior to advertising for bids.

12. BID DOCUMENTATION

- a. A number will be assigned to the bid or RFP by the District Buyer.
- b. Bid documents shall be available to the public for review and shall be available from the District's third party bid management system.
- c. Bid documents must include bid requirements, general terms and conditions, bid opening date, time and location, contract documents, technical specifications, insurance requirements and project drawings when applicable.
- d. Changes to released bid documents shall be numbered addenda and must be acknowledged as received by each bidder prior to accepting bids.

13. BIDDING REQUIREMENTS

a. **Advertisement for Bids.**

If the amount of the contract is estimated to exceed \$175,000, the project shall be advertised for sealed bids by public notice. Projects with a lower estimated amount may be advertised for sealed bids if it is deemed that more responses will be obtained resulting in a lower project cost. Projects offered for sealed bids or RFP shall meet the following requirements:

- 1. The District has selected an alternative means of public notice permitted by Minnesota Statute §331A.03. The dissemination of public notices for bids and RFPs may be found on the District website, at wlssd.com/doing-business/bids-proposals/.
- 2. Purchases by sealed bid or RFP require specifications. The requesting party shall outline the specifications in cooperation with the District Buyer. Preparation and adoption of specifications, and public notice requirements as outlined above, will require a lead-time of a month or more. In accordance with state statute, "Specifications shall not be so prepared as to exclude all but one type or kind but shall include competitive supplies and equipment." (Minn. Stat. §471.35).

3. Advertisements for bid shall include date, time, and location of the bid opening; last date for submitting bids; advertising party (typically WLSSD); location and cost of specifications; pre-bid meeting location and time (if applicable); and project contact and phone number.
4. Optional advertising locations include Minneapolis/St. Paul newspapers, Duluth and/or Minneapolis Builders Exchange, and other publications or electronic media that can reach the intended audience.
5. Bids shall be accepted from all bidders and all bids from responsible bidders shall be considered for award.

b. Bidder's Deposit.

The District may require a deposit to accompany a bid, equal to 5% of the total bid amount or a specified amount.

1. The deposit shall be in the form of a certified check, a deposit of money, bidder's bond or other security and subject to forfeit for failure to contract within ten days after tender of a contract. (Minn. Stat. §574.27).
2. Deposits of unsuccessful bidders will be returned upon award of contract.
3. The successful bidder's deposit may be retained for sixty (60) days after delivery to ensure compliance with specifications, or until such time as any required performance bond and payment bond have been furnished.
4. Any bid that requires a performance bond and/or payment bond will also require a bid deposit.
5. Failure of a bidder to furnish a deposit, as specified, may be cause for rejection. When it is in the best interest of the District, a bid deposit may be waived or subsequently furnished prior to award of a contract, as determined by the District Buyer.

c. Opening of Bids.

1. Bid opening shall be held in a public location and available to all bidders and the general public.
2. Bids shall be collected by the WLSSD representative (District Buyer, another employee or consultant), opened individually, and read out loud.
3. All bids are thereafter the property of WLSSD and shall be kept on file for a period of not less than five (5) years or the life of the project, whichever is longer.

d. Rejection of Bids.

The District Buyer shall have the right to reject any and all bids if the public interest is served by doing so.

1. Bid documents which contain alterations to the bid specifications shall be rejected, unless corrected pursuant to the procedure found in Minn. Stat. §16C. 28, Subd. 2.
2. The District shall have the right to withdraw bid requests and requests for proposals. Bids will be rejected for good and sufficient cause; such as, but not limited to, where the goods or services are no longer required by the District or where the specifications are determined to be faulty by the District, where the project has been abandoned by the District, where the District is without sufficient funds to complete the project or other reasons, evidence of unfair competition or collusion by bidders, nonresponsive bids or failure to provide security deposits when required.
3. Bids which do not comply with or are not responsive to the provisions and/or specifications of the bid shall be considered non-responsive and shall be rejected.

4. In the case of identical low bids from two or more bidders, the District Buyer may use direct negotiation methods with the tied low bidders for that particular transaction, so long as the price paid does not exceed the low tied bid price. (for example, Minn. Stat. §16C. 28, Subd. 3)
5. It shall be the duty of the District Buyer to discourage uniform bidding and to endeavor to obtain full and open competition on all purchases and sales, to the extent possible.
6. The District shall, at its sole discretion, determine when a bidder is not a "responsible bidder" using the definitions provided in Section 10 above.

e. **Award of Bids.**

1. In a particular bid where the unit price and the total price do not agree, the unit price will prevail.
2. For all contracts for construction, alteration, repair, or maintenance work, the District may award contracts to the vendor offering the best value, and "best value" shall be defined as found in Minnesota statute. Alternatively, the District may award all contracts for construction, alteration, repair, or maintenance work to the lowest responsible bidder, reserving the right to reject any or all bids. (Minn. Stat. § 458D.21, Subd. 2).
3. A properly executed Purchase Order, accepted by a vendor, shall be considered a contract. For purchases involving deliveries of a product over a period of time or for the construction of a project, a form of contract approved by the District's attorney shall be utilized.
4. Appropriate bonding and insurance requirements will be part of such contracts.
5. All contracts shall be awarded to the lowest responsive, responsible bidder or highest responsible bidder in the case of sales. In any instance where the low bid is not accepted, the District Board minutes shall reflect the reasons.

f. **Bonds and Certificate of Insurance Requirements.**

Bonding and Insurance requirements, where prescribed by law or this policy, are to be adhered to and so stated in the bid (see Purchasing Requirements Table, page 7). Where not prescribed by law or this policy, the District Buyer may require additional bonding and insurance. When Bonds and Certificates of Insurance are required, it is the District Buyer's responsibility to see that these conditions are met. No invoices may be paid until the District is in possession of the required documents. Bonds and Certificates of Insurance are to be filed in the District filing system.

Performance Bonds and Payment Bonds are not required for Professional or Technical Services, or for the separate purchase of equipment, supplies or chemicals.

1. **Performance Bonds.** A performance bond is a bond which guarantees that the goods provided or services performed will be done according to bid specifications and in the time frame specified. It may be required before a bid can be accepted. (See Purchasing Requirements Table, page 7). (Minn. Stat. § 574.26). On projects of \$175,000 or more, upon notice of a contract, the successful bidder shall execute a contract performance guaranty consisting of a performance bond issued by a company authorized to do business in the State of Minnesota. Such bond shall be in the amount of 100% of the total amount proposed for the contract. For projects less than \$175,000, the Director of Finance may either waive or reduce the bond amount considering criteria such as (a) the financial capability of the contractor to perform the contract, (b) the amount of damages likely to be incurred by the District if the contractor fails to perform, (c) the cost of the bond and the extent to which it could result in an increase in the cost of the contract. For projects less than \$50,000, the contractor may be permitted to provide, in lieu of the bond, an irrevocable bank letter of credit in the same amount required for the bond and subject to the same conditions as the

bond. (Minn. Stat. §574.38). For contracts awarded with competitive bidding, any reduction or waiver of the bond shall be determined prior to advertisement for bids.

2. **Labor and Material Payment Bonds.** A Labor and Material Payment Bond is a bond that guarantees a contractor will pay its subcontractors and suppliers. If the District fails to obtain a Labor and Material Payment Bond from a contractor and the contractor fails to pay its subcontractors and material suppliers, the District could be required to pay those subcontractors and material suppliers even though the District has already paid the contractor for the same work and materials. (Minn. Stat. § 574.26). On projects of \$175,000 or more, upon notice of a contract, the successful bidder shall execute a contract performance guaranty consisting of a payment bond issued by a company authorized to do business in the State of Minnesota. Such bond shall be in the amount of 100% of the total amount proposed for the contract. For projects less than \$175,000, the Director of Finance may either waive or reduce the bond amount considering criteria such as (a) the financial capability of the contractor to perform the contract, (b) the amount of damages likely to be incurred by the District if the contractor fails to perform, (c) the cost of the bond and the extent to which it could result in an increase in the cost of the contract. For contracts awarded with competitive bidding, any reduction or waiver of the bond shall be determined prior to advertisement for bids.
3. **Liquidated Damage Clause.** Liquidated Damage Clauses stipulate in advance the procedures to be used in determining the costs and damages for non-performance. Such clauses may be included in the contract if the intent to include such a clause was disclosed in the bid documents.
4. **Certificates of Insurance.** For at least every construction contract and every contract to perform any work on District property, the contractor must provide a Certificate of Insurance before the work is begun. The Certificate should be from the contractor's insurance agent and demonstrate that the contractor has at least the levels of insurance specified in the bid documents or contract.

14. **CHANGE ORDERS**

A Change Order is the formal document that modifies some condition of the contract documents. The Change Order may modify the contract price, schedule of payments, completion date, or the plans and specifications. Change Orders are changes to contracts and reflect additional work that must be completed to meet the contract requirements and without which the work requested in the original contract could not be completed. If a Change Order issued is due to unforeseen conditions, with no change in the original scope, then a new competitive bid process is not required. These situations should be distinguished from extra work which could stand on its own and is outside and independent of the contract.

Appropriate uses of change orders include:

- a. **Scope** – This may include adding, modifying or deleting tasks, services or deliverables, or revising specifications. Changes to scope should be well documented and include any additional costs associated with these changes. Total contract price can only be increased if the changes are within the general scope of the original contract. Changes that are outside the general scope of the contract are not appropriate to award through contract amendments. Such changes would have the effect of making the work performed substantially different from the work the parties bargained of at the time the original contract was awarded.
- b. **Cost** – If the cost of the contract is increased or decreased, document reasons for change (e.g. scope changes).

- c. **Term of Contract/Period of Performance** – An extension to the contract end date is the most common change to the period of performance. Minor modifications that do not materially affect the scope or cost of the contract, such as address changes or staff changes do not require a formal amendment, but should be documented in writing.

Changes to the scope of projects, or to include previously unknown circumstances are more common in construction projects and can significantly impact the overall cost of the project. For this reason, except in an emergency situation, the following procedures will be followed:

- a. Whenever possible, change order requests will be submitted in writing by the contractor and on the appropriate form prior to acceptance or commencement of work which is subject to the change order. This request must reference the Purchase Order number and vendor's name and address and give explicit detail regarding the change(s) to be made.
- b. Oral change orders are risky. Despite the fact that the contract documents requirements require all change orders to be in writing, the actions of both the District's representative and the contractor can constructively waive that requirement. To protect the District's interests, all Change Orders shall be executed in writing prior to the end of the contract period of performance and, if possible, before the contractor begins work as authorized by the Change Order. There will be occasions where the extent of the additional work required is not known until after the work is completed. The Change Order should be issued promptly thereafter.
- c. If the change order does not exceed 5% of the Board approved contract price and is less than \$50,000, it can be approved by a Manager.
- d. If the change order does not exceed 10% of the Board approved contract price and is less than \$175,000 it can be approved by the Executive Director.
- e. If the total of all change orders exceeds 10% of the total approved contract price and exceeds \$175,000, it must be approved by the Board.
- f. For Public Facilities Authority projects, total Change Orders for a project cannot exceed 5% of the PFA approved total project cost. Any Change Orders exceeding the 5% limit may be separately funded by the Board after Board approval.
- g. The Board must approve all contracts and change orders for projects that have exceeded their approved budget.

15. CANCELLATION OF CONTRACT

With the approval of the District Board and/or the Executive Director, the District Buyer may cancel a Purchase Order entered into under competitive bidding under the following conditions:

- a. If the contractor agrees to cancellation;
- b. If the contract is obtained by fraud, collusion, conspiracy or in conflict with the State statutes or the regulations of the District;
- c. Failure to perform as promised, or a material breach of the contract by contractor;
- d. In event of error in entering into the contract on the basis of a counter proposal;
- e. Failure of a product and/or services to comply with product or performance specifications.

16. IC-134 FORMS (Withholding Affidavit for Contractors)

All vendors are to provide an IC-134 form to the District upon completion of any job that requires this form. Final payment shall not be made to any contractor or subcontractor until verification is received from the State of Minnesota that all withholding tax requirements have been met. It is the responsibility of the project engineer to ensure that the signed IC-134 form is received before final

payment. These forms are to be filed in the District filing system with a copy of the form attached to the final invoice.

17. SURETY DEPOSITS FOR CONSTRUCTION CONTRACTS

A portion of payments made to out-of-state construction contractors must be deposited with the State of Minnesota. The law requires that 8% of each payment made to out-of-state construction contractors for work done in Minnesota must be withheld as surety deposit on contracts that are expected to exceed \$50,000. (Minn. Stat. § 290.9705).

The contractor may file form SDE (Exemption from Surety Deposits for Out-of-State Contractors) with the Department of Revenue. The department will use this form to determine if the contractor is entitled to an exemption. If the contractor is exempt, the department will certify the form and return it to the contractor. It is the contractor's responsibility to provide a copy to the District. In the absence of the SDE form, the District will withhold 8% of each payment.

Contractors are still required to file an IC-134 form in addition to complying with the provisions stated above.

18. RETAINAGE FOR PROGRESS PAYMENTS ON CONSTRUCTION CONTRACTS

The retainage laws apply to a contract for any District public improvements. (Minn. Stat. § 15.72). The District may reserve an amount as retainage from any progress payment on a public contract for a public improvement to real property, if the intent to apply retainage is disclosed in the bid documents or in the contract. The amount may not exceed 5 percent of the payment. With some limited exceptions, the District is required to release all retainage no later than 60 days after substantial completion of the construction project. "Substantial completion" is determined by the date when construction is sufficiently completed so that the District can occupy or use the improvement for the intended purpose. Retainage may not be used if federal financing which excludes the use of retainage is used in the project.

19. SOLE SOURCE SUPPLIERS AND NEGOTIATED CONTRACTS

Certain equipment, materials and services may only be available through a sole source vendor, therefore, making it not practical to use the competitive bidding process. (Minn. Stat. § 471.36). The District Buyer is responsible for making sole source contract determinations based on consideration of the following factors:

- a. It has been documented that this is the only practical and reasonable source.
- b. Is the product or service unique and easily established as one of a kind.
- c. It has been documented in the Purchase Order text that a reasonable search has been made.
- d. The purchases are through other governmental bodies such as the U.S. Government, State of Minnesota, etc.
- e. There is no competition existing or rates are fixed by rule or law.
- f. Can the requirements be modified so that competitive products or services may be used.
- g. There are miscellaneous purchases of items, the value of which do not make it practical to use the regular purchasing procedures. This applies to low dollar value items or work already in progress where a time delay is costlier than what the item(s) cost.
- h. Purchases of damaged goods, distressed merchandise, salvaged products and other items which may be procured at a savings to the District but which the District was unable to acquire through its formal bidding process.

20. RECEIVING GOODS

The Receiving Department shall have the primary responsibility for the receipt of all goods at the District. This department is also responsible for the documentation and data entry of the receipt of goods in the computerized inventory system. All discrepancies are resolved by the Receiving Department through investigation. The completed packing slip is initialed and dated by the person receiving the goods and forwarded to the Finance Department.

In the event that items are delivered and received at locations other than the Receiving Department, the person receiving these items will assume the responsibility of receipt and follow the same process as the Receiving Department. This person must verify the receipt of goods and note any discrepancies. All packing slips/receipts will be turned into the Receiving Department promptly after receipt of goods.

21. RETURNING/SHIPPING OF GOODS

Any goods to be shipped out shall be coordinated with the Receiving Department. The Receiving Department is responsible for proper packaging or crating, and documentation of goods being shipped out or picked up from the District. A record of the shipment will be kept by the Receiving Department to verify and/or trace. The shipper shall provide the Receiving Department with written shipping instructions from the manufacturer, a Return Authorization Number from the vendor to authorize the return, if required, the packing slip and any other documentation necessary for the Receiving Department to ship goods. Insurance is purchased from the freight company for the value of the item if it is more than the standard coverage.

22. PURCHASE ORDER RECONCILIATION AND INVOICE PAYMENTS

When invoices are ready to be paid, the invoice information is entered on to the invoices, packing slips, shipping records and all related documents are attached to the Purchase Order.

23. PAYMENT PROCESSING

The Supervisor assigned responsibility for the completion of contract services must authorize satisfactory receipt of these services. This will include verification of invoices, pay requests, receipt of materials, and completion of portions or all items under contract. The standard payment terms for municipalities who have governing boards, which have regularly scheduled meetings at least once a month is defined as within 35 days of receipt of the invoice per Minnesota Statute §471.425 or within vendor terms.

The Purchase Orders are then matched with the invoices and packing slips. If the invoice, packing slip and Purchase Order match, the invoice is attached to the Purchase Order to be processed for payment. If there are any discrepancies, additions on the invoice or any other questions, a copy of the invoice is given to the District Buyer/requisitioner for clarification, correction, or authorization before payment. A check register is prepared and sent to the District Board members prior to a board meeting. The District Board approves the vouchers at the board meeting.

The Finance Department maintains the paid invoice files.

24. SALE OF SURPLUS PROPERTY (STATE LAW AND BOARD POLICY)

All purchases or sale of surplus property (excess property, materials, or supplies owned by the District, except for real property) valued at more than \$150,000 must be approved in advance by the District Board and public notice published in the legal section of a designated newspaper. The provisions of Section 6 concerning the procurement methods and acquisition thresholds also apply to the sale of surplus property.

The sale of surplus materials and equipment may be conducted by use of an electronic selling process in accordance with Minn. Stat. § 471.345, subd 17. The District reserves the right to reject any and all bids.

Where District employees are bidding on sale items, there must be a reasonable (minimum of one (1) week) public notice of the sale of such excess items. This notice may either be published in the legal section of a newspaper of general circulation at least one (1) week prior to the due date for submission of the bid or listed on an electronic bidding site. No District employee is allowed to purchase any excess items without them first being offered to the public via public notice. (Minn. Stat. §15.054).

The *Authorization for Sale of Surplus Property form* is the authority required allowing the sale of District surplus and obsolete property. It shall be filled out and forwarded to the District Buyer to allow for disposition of surplus property. A bid number will be assigned to all surplus items exceeding a value of \$100,000. The bid file shall be kept for a period of 5 years. A separate file will be kept for all other surplus products sold and shall contain a copy of the Authorization for Sale of Surplus Property form all quotations, and bid sale summary. A copy of the bid summary is to be forwarded to accounting for record of disposition and funds received.

25. SUPPLEMENTAL FEDERAL PROCUREMENT STANDARDS

The supplemental standards establish procedures for the District for the procurement of supplies and other expendable property, equipment, real property and other services whose costs are charged to federal awards received by the District. The supplement is attached as Appendix III.

Appendix I

ADMINISTRATIVE PURCHASING PROCEDURE **CHAIN OF COMMAND**

Effective Date: January 1, 2023

In order to respond to immediate purchasing issues when the Executive Director is absent or unavailable to make a necessary procurement decision, the following procedures will be followed:

1. The Director of Finance will assume the procurement responsibilities of the Executive Director. These responsibilities will include but not be limited to routine purchasing decisions and emergency procurement.
2. The Manager of Planning and Technical Services will have the authority to make such procurement decisions in the absence of the Executive Director and the Director of Finance.
3. In the absence of the Executive Director, the Director of Finance and the Manager of Planning and Technical Services, the Manager of Operations and Maintenance will assume such procurement duties.
4. The person assuming authority under this chain of command will also be responsible to coordinate the reporting to the Board Chair and Board members those items of an emergency or critical nature that he/she determines should be reported to apprise Board members of District activities.

Appendix II

**WESTERN LAKE SUPERIOR SANITARY DISTRICT
AUTHORIZATION FOR SALE OF SURPLUS PROPERTY FORM**
(Route to Purchasing Department)

Item Description: _____ Location: _____

WLSSD Equipment No.: _____ Serial/VIN No.: _____

Manufacturer: _____ WLSSD Stock No.: _____

Make _____ Model _____ Year _____

Is item functional? Yes _____ No _____ Condition: Good _____ Fair _____ Poor _____

Mileage/Hours: _____ Estimated Present Value: _____

How long used at WLSSD? _____ For what Purpose? _____

Future Use Possibilities: _____

Recommend: _____ 1) Retain for Future District Use
 _____ 2) Sell as Usable
 _____ 3) Sell for Scrap
 _____ 4) Other _____

How should item be moved and transported? _____

Was item grant funded? _____ Self funded? _____

Comments: _____

Report by: _____ Date: _____

Comments: _____

Reviewed by: _____ Date: _____

Manager of Operations & Maintenance

Comments: _____

Reviewed by: _____ Date: _____

Manager of Planning and Tech Services

Board Authorization if Disposed: _____ Date: _____

Appendix III

SUPPLEMENT TO

--

WLSSD PURCHASING POLICY AND PROCEDURES FOR PROJECTS INVOLVING THE AWARD OF FEDERAL FUNDS

Purpose of Supplemental Procurement Standards

The purpose of these supplemental standards is to establish procedures for the Western Lake Superior Sanitary District (“District”) for the procurement of supplies and other expendable property, equipment, real property and other services whose costs are charged to federal awards received by the District.

Procurement Under Federal Awards

Procurement of all goods and services are subject to the *WLSSD Purchasing Policy and Procedure*. In addition, procurements associated with Federal awards are subject to the following supplemental policies:

- (A) All procurement by the District shall comply, at a minimum, with the requirements of subsections (i), (ii), (iii) and (iv) below:
 - (i) The District shall avoid purchasing unnecessary items.
 - (ii) Where appropriate, an analysis will be made of lease and purchase alternatives to determine which would be the most economical and practical procurement.
 - (iii) The District will consider entering into state and local intergovernmental agreements where appropriate for procurement or use of common or shared goods and services, and using Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
 - (iv) Solicitations for goods and services shall provide for all of the following:
 - a. A clear and accurate description of the technical requirements for the material, product or service to be procured. In competitive procurements, such a description shall not contain features which unduly restrict competition.
 - b. Requirements which must be fulfilled and all other factors to be used in evaluating a proposal submitted in response to solicitations.
 - c. A description, whenever practicable, of technical requirements in terms of functions to be performed or performance required, including the range of acceptable characteristics or minimum acceptable standards.
 - d. When relevant, the specific features of “brand name or equal” descriptions that are to be included in responses submitted to a solicitation.
- (B) Positive efforts shall be made by the District to utilize small businesses, minority-owned firms, and women’s business enterprises, whenever possible. The District shall take all of the following steps to further this goal:
 - (i) Ensure that small businesses, minority-owned firms, and women’s business enterprises are used to the fullest extent practicable.

- (ii) Make information on forthcoming opportunities available and arrange time frames for purchases and contracts to encourage and facilitate participation by small businesses, minority-owned firms, and women's business enterprises.
 - (iii) Consider in the contract process whether firms competing for larger contracts intend to subcontract with small businesses, minority-owned firms, and women's business enterprises.
 - (iv) Encourage, when practical, contracting with consortiums of small businesses, minority-owned firms and women's business enterprises when a contract is too large for one of these firms to handle individually.
 - (v) Use the services and assistance, as appropriate and practical, of such organizations as the Small Business Administration and the Department of Commerce's Minority Business Development Agency in the solicitation and utilization of small businesses, minority-owned firms and women's business enterprises.
- (C) The type of procuring instruments used (e.g., fixed price contracts, cost reimbursable contracts, purchase orders, and incentive contracts) shall be determined by the District but shall be appropriate for the particular procurement and for promoting the best interest of the program or project involved. The "cost-plus-a-percentage-of-cost" or "percentage of construction cost" methods of contracting shall not be used.
 - (D) Contracts shall be made only with responsible contractors who possess the potential ability to perform successfully under the terms and conditions of the proposed procurement. Consideration shall be given to such matters as contractor integrity, record of past performance, financial and technical resources or accessibility to other necessary resources.
 - (E) Debarment and Suspension - No contract shall be made to parties listed on the General Services Administration's List of Parties Excluded from Federal Procurement or Nonprocurement Programs in accordance with Executive Orders 12549 and 12689, "Debarment and Suspension." Contractors with awards that exceed the small purchase threshold shall provide the required certification regarding its exclusion status and that of its principal employees.

Conflicts of Interest

No employee, Board member, or agent of the District will participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, Board member or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The employees, Board members and agents of the District must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, unless the financial interest is not substantial or the gift is an unsolicited item of nominal value. Any Board member or employee of the District must also comply with applicable provisions of Minnesota law concerning gifts, including Minnesota Statute Section 471.895. Disciplinary actions will be applied for violations of such standards.

Cost and Price Analysis

Some form of cost or price analysis shall be made and documented in the procurement files in connection with every procurement action above \$500 in value. Price analysis may be accomplished in various ways, including the comparison of price quotations submitted, market prices and similar indicia, together with discounts. Cost analysis is the review and evaluation of each element of cost to determine reasonableness, allocability and allowability.

Procurement Records

Procurement records and files for purchases in excess of the small purchase threshold as fixed at 41 U.S.C. 403(11) (currently \$25,000) shall include the following at a minimum: (a) basis for contractor selection, (b) justification for lack of competition when competitive bids or offers are not obtained, and (c) basis for award cost or price.

Contract Administration

A system for contract administration shall be maintained to ensure contractor conformance with the terms, conditions and specifications of the contract and to ensure adequate and timely follow up of all purchases. The District shall evaluate contractor performance and document, as appropriate, whether contractors have met the terms, conditions and specifications of the contract.

Provisions Included in Contracts

All contracts made by the District under the Federal award must contain provisions covering the following, as applicable:

- (A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
- (B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the District including the manner by which it will be effected and the basis for settlement.
- (C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."
- (D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by the District shall include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The District shall place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The District shall report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The District will report all suspected or reported violations to the Federal awarding agency.

- (E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the District in excess of \$100,000 that involve the employment of mechanics or laborers shall include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
- (F) Rights to Inventions Made Under a Contract or Agreement. Contracts for the performance of experimental, developmental, or research work, when funded in whole or part by monies derived from the Federal government (either directly or indirectly), shall provide for the rights of the Federal Government and the recipient in any resulting invention in accordance with 37 CFR part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.
- (G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended. Contracts and subgrants of amounts in excess of \$150,000 will contain a provision that requires the recipient to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations will be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
- (H) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). In contracts for an amount above \$100,000, **when funded in whole or part by monies derived from the Federal government** (either directly or indirectly), the District shall obtain from the contractor a certification that it has not and will not use Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352.



2023 – 2024 Board Officers and Committee Assignments

Finance Committee

Cathy Remington – Staff Contact
Paul Thomsen – Chair
Julene Boe
Laura Ness
Dave Manderfeld
Marcia Podratz
Loren Lilly
Rob Schilling

Operations and Planning Committee

Carrie Clement – Staff Contact
Brandon Kohlts – Staff Contact
Dave Manderfeld - Chair
Paul Thomsen
Laura Ness
Jack Ezell
Loren Lilly
Jim Aird
Julene Boe
Rob Schilling

Personnel Committee

Lacie Jurek – Staff Contact
Dave Manderfeld – Chair
Jack Ezell
Marcia Podratz
Paul Thomsen
Rob Schilling

Legislative Committee

AJ Axtell – Staff Contact
Laura Ness - Chair
Jim Aird
Jack Ezell
Loren Lilly
Marcia Podratz
Rob Schilling

Governance Committee

Marianne Bohren – Staff Contact
AJ Axtell – Staff Contact
Laura Ness – Chair
Julene Boe
Dave Manderfeld
Jack Ezell
Marcia Podratz
Paul Thomsen

North East Waste Advisory Committee

Jack Ezell
Paul Thomsen – Alternate

Board Officers 2022 – 2024

Laura Ness - Chair
Julene Boe – Vice Chair
Rob Schilling – Secretary
Paul Thomsen – Treasurer

Committee Reports



MINUTES
COMMITTEE OF THE WHOLE MEETING
April 24, 2023
4:30 p.m.

Board Members Present: Rob Schilling, Julene Boe, Jim Aird, Paul Thomsen, Jack Ezell, Laura Ness, and Marcia Podratz

Staff Present: Marianne Bohren, Cathy Remington, Grant Brown, Julie Macor, Carrie Clement, AJ Axtell, and Amanda MacDonald

Guests Present: Doug Host – CLA

Audit Exit

Doug Host from CLA presented the audit results. This is the tenth year that CLA performed the audit at WLSSD. For a week in February, a team from CLA was onsite to conduct the audit. There were no material weaknesses or significant deficiencies in 2022.

Mr. Host discussed the financial results of the audit. The total unrestricted cash & investments is \$27,089,533; decreases in unrestricted cash & investments primarily due to increases in operating expenses. Mr. Host discussed the operating revenues and expenses. The revenues and expenses increased in 2022 due to higher usage from customers and expenses increased mainly due to wages, benefits, and solid waste disposal costs. Overall, WLSSD was \$4.2M over budget on operating revenue due to \$2.0M more than expected revenues from industries wastewater treatment revenue from higher usage and \$818,000 of capital contributions.

Communications

Marianne Bohren reviewed the communications for the month of April.

WLSSD News Release re: “Rapid Snow Melt Causes High Flows in WLSSD Collection System”

Article from WDIO.com entitled: “Rapid snow melt causes high flows in WLSSD collection system”

Article from Duluth News Tribune, entitled: “WLSSD: ‘Overflows are a possibility’ as snowmelt enters sewer; Proctor asked to ‘severely limit water usage’”

Article from Cherokee Tribune & Ledger-News, entitled: “WLSSD, Hermantown ask residents to reduce water use as sewage overflows occur in Duluth”

Article from StarTribune, entitled: “Duluth flooding leads to sewage overflow”

Marianne also noted that there was communications with local legislators regarding the funding for the Clarifier 2 repairs. And that there was positive feedback regarding funding for the project during the current legislative session.

NPDES

Julie Macor gave an update of the NPDES report for March. Both the BOD and TSS limits were met for the month. The permit-specified mercury daily maximum and monthly average limits were met and internal goals were met in March. The concentration and mass-based limits for phosphorus were both met in March. There were no sewage releases in March.

Julie also gave an update of the snow melt/high flow event and discussed how the event will affect WLSSD's permit compliance for April.

The meeting adjourned at 5:02 p.m.

Executive Director Reporting

WESTERN LAKE SUPERIOR SANITARY DISTRICT**FINANCIAL STATEMENT****April 2023**

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WESTERN LAKE SUPERIOR SANITARY DISTRICT
WASTEWATER TREATMENT SCHEDULE OF REVENUE & EXPENSE
AS OF 04/30/23

DESCRIPTION	ANNUAL BUDGET	MONTH BUDGET	MONTH ACTUAL	VARIANCE	ACT/BUD	YTD BUDGET	YTD ACTUAL	VARIANCE	ACT/BUD
MUNICIPALITIES	12,443,855	\$1,036,989	\$1,036,989		100%	\$4,147,956	\$4,147,956		100%
INDUSTRIES	15,507,989	1,280,125	1,360,009	79,884	106	5,120,494	5,592,884	472,390	109
OPERATING INVEST EARN	200,000	15,361	45,454	30,093	296	59,744	151,405	91,661	253
DISTRICT WIDE ALLOC	355,000								
MISCELLANEOUS REV	1,150,000	61,320	86,703	25,383	141	200,825	184,140	16,685-	92
TOTAL REVENUES	29,656,844	\$2,393,795	\$2,529,155	\$135,360	106%	\$9,529,019	10,076,385	\$547,366	106%
DIRECT WASTEWATER EXP									
CLEAN WATER PRODUCT	\$5,091,747	\$418,521	\$382,909	\$35,612	91 %	\$1,370,239	\$1,252,670	\$117,569	91 %
CONVEYANCE	2,318,700	186,615	254,729	68,114-	137	739,956	827,458	87,502-	112
BIOSOLIDS	1,018,133	81,903	61,656	20,247	75	347,961	296,414	51,547	85
ENV PROG WASTEWATER	307,576	29,440	26,725	2,715	91	102,447	102,819	372-	100
SUB TOTAL	\$8,736,156	\$716,479	\$726,019	\$9,540-	101 %	\$2,560,603	\$2,479,361	\$81,242	97 %
ALLOCATED DEPARTMENT									
BUSINESS SERVICES	\$2,024,131	\$162,077	\$150,517	\$11,560	93 %	\$693,392	\$683,843	\$9,549	99 %
MECHANICAL MAINT	2,153,127	185,058	169,521	15,537	92	727,180	766,988	39,808-	105
FACILITIES & UTILIT	3,154,872	248,678	221,212	27,466	89	1,113,843	980,267	133,576	88
ELECTRICAL MAINT	1,592,098	126,297	101,213	25,084	80	582,111	455,896	126,215	78
PLANNING & ENGINEER	931,256	75,337	78,265	2,928-	104	318,721	317,074	1,647	99
MANAGEMENT INFO	796,070	61,488	49,829	11,659	81	303,131	244,591	58,540	81
LAB SERVICES	989,570	77,192	70,577	6,615	91	327,451	328,040	589-	100
SUB TOTAL	11,641,124	\$936,127	\$841,134	\$94,993	90%	\$4,065,829	\$3,776,699	\$289,130	93%
TOTAL O & M EXPENSES	20,377,280	\$1,652,606	\$1,567,153	\$85,453	95 %	\$6,626,432	\$6,256,060	\$370,372	94 %
CAPITAL PROJECTS	\$3,000,000	\$250,000	\$250,000		100 %	\$1,000,000	\$1,000,000		100 %
INVEST EARN CONSTRU	\$75,000	\$6,013	\$42,819	\$36,806	712%	\$25,444	\$135,259	\$109,815	532%
INVEST EARN DEBT SE	150,000	12,015	80,429	68,414	669	45,817	258,119	212,302	563
DEBT SERVICE	\$8,584,567	\$715,381	\$715,381		100 %	\$2,861,524	\$2,861,524		100 %
NET SURPLUS	\$2,080,003-	\$206,164-	\$119,869	\$326,033	58%	\$887,676-	\$352,179	\$1,239,855	40%

	BUDGET 2023	AVG THROUGH 4/30/2023	VARIANCE
DULUTH	12.700	17.385	4.685
CLOQUET	1.150	1.152	0.002
HERMANTOWN	0.650	0.734	0.084
PROCTOR	0.450	0.517	0.066
ESKO	0.2062	0.247	0.041
(Includes Helb/Lars)			
SCANLON	0.169	0.197	0.028
CARLTON	0.150	0.209	0.059
THOMSON	0.010	0.010	(0.000)
(City only)			
TWIN LAKES	0.050	0.034	(0.016)
RICE LAKE	0.060	0.072	0.012
OLIVER	0.022	0.021	(0.001)
PIKE LAKE	0.100	0.107	0.006
KNIFE RIVER	0.022	0.030	0.008
MPCA LANDFILL	0.002	0.003	0.001
WRENSHALL	0.027	0.040	0.013
JAY COOKE	0.002	0.0016	(0.000)
BUFFALO/MIDWAY	0.0030	0.005	0.0020
DULUTH/NORTH SHORE	0.050	0.064	0.014
MUNICIPAL SUBTOTAL	15.823	20.829	5.006
SAPPI	16.500	16.256	(0.244)
USG	0.450	0.607	0.157
ST PAPER 1	1.000	2.361	1.361
SPECIALTY MINERALS	0.200	0.196	(0.004)
INDUSTRIAL SUBTOTAL	18.150	19.420	1.270
TOTAL FLOW	33.973	40.249	6.276

	BUDGET 2023	AVG THROUGH 4/30/2023	VARIANCE
DULUTH	13,100	13,603	503
CLOQUET	1,717	1,720	3
HERMANTOWN	1,150	1,118	(32)
PROCTOR	530	562	32
ESKO	263	263	0
(Includes Helb/Lars)			
SCANLON	282	329	47
CARLTON	160	160	0
THOMSON (City only)	17	16	(1)
TWIN LAKES	209	143	(66)
RICE LAKE	100	120	20
OLIVER	37	35	(2)
PIKE LAKE	167	178	11
KNIFE RIVER	37	50	13
MPCA LANDFILL	3	6	3
WRENSHALL	45	67	22
JAY COOKE	3	3	(0)
BUFFALO/MIDWAY	8	11	3
DULUTH/NORTH SHORE	83	106	23
MUNICIPAL SUBTOTAL	17,910	18,490	580
SAPPI	42,500	45,689	3,189
USG	1,450	2,289	839
ST PAPER 1	5,000	6,405	1,405
SPECIALTY MINERALS	5	5	0
INDUSTRIAL SUBTOTAL	48,955	54,388	5,433
TOTAL BOD	66,865	72,878	6,013

	BUDGET 2023	AVG THROUGH 4/30/2023	VARIANCE
DULUTH	16,100	17,043	943
CLOQUET	2,522	2,528	6
HERMANTOWN	1,100	1,149	49
PROCTOR	600	825	225
ESKO	305	305	0
(Includes Helb/Lars)			
SCANLON	282	329	47
CARLTON	183	183	0
THOMSON (City only)	17	16	(1)
TWIN LAKES	187	128	(59)
RICE LAKE	100	120	20
OLIVER	37	35	(2)
PIKE LAKE	167	178	11
KNIFE RIVER	37	50	13
MPCA LANDFILL	3	6	3
WRENSHALL	45	67	22
JAY COOKE	3	3	(0)
BUFFALO/MIDWAY	5	8	3
DULUTH/NORTH SHORE	83	106	23
MUNICIPAL SUBTOTAL	21,776	23,079	1,303
SAPPI	18,500	15,231	(3,269)
USG	1,600	9,314	7,714
ST PAPER 1	500	1,652	1,152
SPECIALTY MINERALS	300	729	429
INDUSTRIAL SUBTOTAL	20,900	26,926	6,026
TOTAL DISTRICT	42,676	50,005	7,329

WESTERN LAKE SUPERIOR SANITARY DISTRICT
WASTEWATER EXPENSE STATEMENT
AS OF 04/30/23

** Consolidated Level Range **

DESCRIPTION	ANNUAL BUDGET	MONTH BUDGET	MONTH ACTUAL	VARIANCE	ACT/BUD	YTD BUDGET	YTD ACTUAL	VARIANCE	ACT/BUD
4010 DIRECT WAGES	\$1,924,923	\$162,213	\$141,079	\$21,134	87 %	\$638,034	\$594,815	\$43,219	93 %
4020 SUNDAY PREMIUM	47,146	3,929	4,391	462-	112	15,714	15,391	323	98
4030 HOLIDAY PREMIUM	26,278					5,838		5,838	
4040 SHIFT	10,564	868	907	39-	104	3,476	3,415	61	98
4050 VACATION	169,925	13,967	15,915	1,948-	114	55,864	78,259	22,395-	140
4060 HOLIDAY	77,452					17,212	23,195	5,983-	135
4070 PERSONAL LEAVE	25,818	2,121	648	1,473	31	8,495	5,646	2,849	66
4080 SICK	75,314	6,190	10,167	3,977-	164	24,764	22,710	2,054	92
SUB TOTAL	\$2,357,420	\$189,288	\$173,107	\$16,181	91 %	\$769,397	\$743,431	\$25,966	97 %
4090 OVERTIME	\$192,256	\$16,721	\$29,228	\$12,507-	175 %	\$64,036	\$78,135	\$14,099-	122 %
SUB TOTAL	\$2,549,676	\$206,009	\$202,335	\$3,674	98 %	\$833,433	\$821,566	\$11,867	99 %
4200 EMPLOYERS FICA	\$158,470	\$13,024	\$11,578	\$1,446	89 %	\$52,103	\$47,536	\$4,567	91 %
4210 EMPLOYERS FICA/MEDIC	37,061	3,047	2,708	339	89	12,180	11,117	1,063	91
4220 EMPLOYERS PERA	191,225	15,716	14,732	984	94	62,872	59,886	2,986	95
4240 GROUP HOSPITAL/MED	598,569	43,823	41,560	2,263	95	247,985	240,438	7,547	97
4260 GROUP DENTAL	26,353	2,197	2,068	129	94	8,777	8,616	161	98
4280 GROUP LIFE	2,705	225	202	23	90	905	846	59	93
4300 LONG-TERM DISABILITY	6,024	502	431	71	86	2,008	1,878	130	94
4350 UNEMPLOYMENT COMP							11,141	11,141-	
SUB TOTAL	\$1,020,407	\$78,534	\$73,279	\$5,255	93 %	\$386,830	\$381,458	\$5,372	99 %
TOTAL PAYROLL	\$3,570,083	\$284,543	\$275,614	\$8,929	97 %	\$1,220,263	\$1,203,024	\$17,239	99 %
4520 CONTRACT CLEANING	\$30,336	\$2,528	\$2,781	\$253-	110 %	\$10,112	\$10,110	\$2	100 %
4800 FUEL-FUEL OIL			522	522-			1,806	1,806-	
4820 FUEL-NATURAL GAS	9,189	1,061	15,789	14,728-	1488	4,249	18,877	14,628-	444
5000 ELECTRICITY	1,323,037	108,744	122,893	14,149-	113	434,980	441,172	6,192-	101
5200 TELEPHONE	8,584	715	686	29	96	2,859	2,703	156	95
5210 TELEMETER	115,000	9,583	9,275	308	97	38,336	37,396	940	98
5230 DIESEL	152,919	12,526	4,064	8,462	32	50,111	27,063	23,048	54
5240 WATER	15,000	1,250	2,716	1,466-	217	5,000	10,939	5,939-	219
5241 STORM WATER FEE	600	50	2	48	4	200	270	70-	135
5570 REPAIRS-INTERCEPTORS	40,000	3,333	62,145	58,812-	1865	13,336	65,351	52,015-	490
5580 CLEAN-INTERCEPTORS	165,000	10,000		10,000		24,000	22,688	1,312	95
5710 GRIT DISPOSALS	14,102	1,682	1,880	198-	112	4,270	3,607	663	84
5805 CONT SERV-BIOFILTER	10,000								
5852 CONT SERV-FIELD WORK	8,000	665		665		2,660		2,660	
5860 CONT SERV-OTHER	162,650	4,083	4,933	850-	121	24,486	35,076	10,590-	143
5870 CONT SERV-DP MAINT	20,385	1,699	1,285	414	76	6,792	15,154	8,362-	223
5880 CONT SERV-AD AGENCY	3,900	500	230	270	46	1,500	380	1,120	25
6000 SUPPLIES-BUILDING	27,240	2,250	1,335	915	59	9,120	6,214	2,906	68
6010 SUPPLIES-EQUIPMENT	110,500	9,166	11,188	2,022-	122	36,672	28,453	8,219	78
6090 SUPPLIES-OTHER	5,250	450	883	433-	196	1,550	4,447	2,897-	287
6110 SUPPLIES-SAFETY	766		118	118-		250	286	36-	114
6300 CHEMICALS-GENERAL	35,344	1,032	96	936	9	18,618	6,846	11,772	37
6315 CHEMICALS-LIQUID OXYG	20,100	1,675	1,203	472	72	6,700	8,577	1,877-	128
6320 CHEMICALS-SODIUM HYPO	1,220,728	129,100	95,267	33,833	74	147,606	97,965	49,641	66

WESTERN LAKE SUPERIOR SANITARY DISTRICT
WASTEWATER EXPENSE STATEMENT
AS OF 04/30/23

** Consolidated Level Range **

DESCRIPTION	ANNUAL BUDGET	MONTH BUDGET	MONTH ACTUAL	VARIANCE	ACT/BUD	YTD BUDGET	YTD ACTUAL	VARIANCE	ACT/BUD
6330 CHEMICALS-POLYMER-THI	\$236,293	\$17,375	\$8,687	\$8,688	50 %	\$69,500	\$44,105	\$25,395	63 %
6335 CHEMICALS-POLYMER-DEW	941,675	69,275	70,089	814-	101	277,099	265,505	11,594	96
6370 CHEMICALS-DEFOAMANT	66,048	6,698	5,024	1,674	75	20,733	12,916	7,817	62
6410 CHEMICALS-SODIUM BISU	2,222	1,111	4,273	3,162-	385	1,111	4,273	3,162-	385
6420 CHEMICALS-FERRIC CHLO	284,561	20,620	9,875	10,745	48	82,482	58,753	23,729	71
6910 TRAINING EXPENSES	26,240	3,416	4,502	1,086-	132	11,372	9,414	1,958	83
7020 PUBLIC INFORMATION	26,670	2,500	4,182	1,682-	167	6,450	16,558	10,108-	257
7200 EASEMENTS	25,000	2,083	1,810	273	87	8,336	7,340	996	88
7800 LAUNDRY	13,373	1,116	1,203	87-	108	4,450	5,158	708-	116
8000 DUES	19,286	1,500	1,315	185	88	6,350	5,027	1,323	79
8010 PUBLICATIONS	500					500		500	
8200 POSTAGE	750						338	338-	
8210 COPYING & PRINTING	6,200					1,250	1,421	171-	114
8600 GRANTS TO GOV UNITS	10,000	2,150		2,150		4,300		4,300	
8620 PROGRAM DEVELOPMENT	8,625	2,000	150	1,850	8	3,000	150	2,850	5
TOTAL NON-PAYROLL	\$5,166,073	\$431,936	\$450,401	\$18,465-	104 %	\$1,340,340	\$1,276,338	\$64,002	95 %
TOTAL EXPENSES	\$8,736,156	\$716,479	\$726,015	\$9,536-	101 %	\$2,560,603	\$2,479,362	\$81,241	97 %

WESTERN LAKE SUPERIOR SANITARY DISTRICT
SOLID WASTE SCHEDULE OF REV & EXP
AS OF 04/30/23

DESCRIPTION	ANNUAL BUDGET	MONTH BUDGET	MONTH ACTUAL	VARIANCE	ACT/BUD	YTD BUDGET	YTD ACTUAL	VARIANCE	ACT/BUD
TIPPING FEES	\$6,646,470	\$536,338	\$482,432	\$53,906-	90%	\$1,953,145	\$1,815,374	\$137,771-	93%
MATERIAL RECOVERY FEE	664,525	53,394	39,115	14,279-	73	133,834	110,628	23,206-	83
HAULER COLLECTED FEES	2,695,000	217,520	228,854	11,334	105	864,698	944,060	79,362	109
PROPERTY TAX	1,143,613	95,301	94,951	350-	100	381,205	382,542	1,337	100
OPERATING INVEST EARN	40,000	3,333	8,021	4,688	241	13,336	26,719	13,383	200
GRANTS	364,000								
HHW REVENUES	373,500	943	6,875	5,932	729	43,588	10,928	32,660-	25
YARD WASTE/ORGANICS	121,770	23,344	12,411	10,933-	53	23,344	12,445	10,899-	53
MISCELLANEOUS	2,500	208		208-		836	5	831-	1
TOTAL REVENUES	12,051,378	\$930,381	\$872,659	\$57,722-	94%	\$3,413,986	\$3,302,701	\$111,285-	97%
DIRECT SOLID WASTE EX									
TRANSTER STA 27TH	\$6,510,915	\$548,803	\$455,268	\$93,535	83 %	\$1,946,601	\$1,746,492	\$200,109	90 %
MATERIALS RECOVERY	1,483,085	126,785	71,834	54,951	57	426,466	274,002	152,464	64
ORGANICS COMPOSTING	391,426	35,513	19,819	15,694	56	122,023	96,771	25,252	79
HOUSEHOLD HAZARDOUS	1,021,976	82,827	53,512	29,315	65	267,331	208,820	58,511	78
ENV PROG SOLID WAST	926,332	127,249	61,886	65,363	49	312,889	210,760	102,129	67
SUB TOTAL	10,333,734	\$921,177	\$662,319	\$258,858	72 %	\$3,075,310	\$2,536,845	\$538,465	82 %
ALLOCATED DEPARTMENT									
BUSINESS SERVICES	\$1,112,597	\$89,085	\$82,734	\$6,351	93 %	\$381,155	\$375,886	\$5,269	99 %
MECHANICAL MAINT	170,734	14,673	13,442	1,231	92	57,672	60,819	3,147-	105
ELECTRICAL MAINT	25,888	2,055	1,646	409	80	9,470	7,413	2,057	78
PLANNING & ENGINEER	327,198	26,472	27,499	1,027-	104	111,980	111,404	576	99
MANAGEMENT INFO	258,382	19,959	16,170	3,789	81	98,375	79,371	19,004	81
LAB SERVICES	152,725	11,913	10,892	1,021	91	50,542	50,628	86-	100
SUB TOTAL	\$2,047,524	\$164,157	\$152,383	\$11,774	93 %	\$709,194	\$685,521	\$23,673	97 %
TOTAL O & M EXPENSES	12,381,258	\$1,085,334	\$814,702	\$270,632	75 %	\$3,784,504	\$3,222,366	\$562,138	85 %
CAPITAL PROJECTS	\$67,500	\$5,625	\$5,625		100 %	\$22,500	\$22,500		100 %
INVEST EARN CONSTRU	\$10,000	\$833	\$5,737	\$4,904	689%	\$3,336	\$18,788	\$15,452	563%
TRANSFER STA CAPITA	116,228	9,825	6,887	2,938	70	34,787	23,377	11,410	67
NET SURPLUS	\$503,608-	\$169,570-	\$51,182	\$220,752	30%	\$424,469-	\$53,246	\$477,715	13%

WESTERN LAKE SUPERIOR SANITARY DISTRICT
SOLID WASTE EXPENSE STATEMENT
AS OF 04/30/23

** Consolidated Level Range **

DESCRIPTION	ANNUAL BUDGET	MONTH BUDGET	MONTH ACTUAL	VARIANCE	ACT/BUD	YTD BUDGET	YTD ACTUAL	VARIANCE	ACT/BUD
4010 DIRECT WAGES	\$1,114,017	\$93,879	\$87,691	\$6,188	93 %	\$369,249	\$290,558	\$78,691	79 %
4020 SUNDAY PREMIUM	4,218	351	155	196	44	1,410	155	1,255	11
4030 HOLIDAY PREMIUM	1,356					300		300	
4040 SHIFT	78	7	6	1	86	22	19	3	86
4050 VACATION	87,876	7,222	2,971	4,251	41	28,890	20,928	7,962	72
4060 HOLIDAY	43,736					9,722	8,320	1,402	86
4070 PERSONAL LEAVE	14,578	1,198	112	1,086	9	4,794	1,642	3,152	34
4080 SICK	43,155	3,547	853	2,694	24	14,189	19,979	5,790	141
SUB TOTAL	\$1,309,014	\$106,204	\$91,788	\$14,416	86 %	\$428,576	\$341,601	\$86,975	80 %
4090 OVERTIME	\$33,600	\$3,675	\$5,108	\$1,433	139 %	\$7,000	\$11,265	\$4,265	161 %
SUB TOTAL	\$1,342,614	\$109,879	\$96,896	\$12,983	88 %	\$435,576	\$352,866	\$82,710	81 %
4200 EMPLOYERS FICA	\$106,170	\$8,727	\$5,678	\$3,049	65 %	\$34,899	\$21,421	\$13,478	61 %
4210 EMPLOYERS FICA/MEDIC	19,518	1,605	1,328	277	83	6,413	5,010	1,403	78
4220 EMPLOYERS PERA	100,313	8,245	7,147	1,098	87	32,988	27,006	5,982	82
4240 GROUP HOSPITAL/MED	359,536	26,923	18,986	7,937	71	144,152	113,429	30,723	79
4260 GROUP DENTAL	17,451	1,454	1,139	315	78	5,819	4,675	1,144	80
4280 GROUP LIFE	1,605	133	106	27	80	541	459	82	85
4300 LONG-TERM DISABILITY	3,441	287	218	69	76	1,145	895	250	78
4350 UNEMPLOYMENT COMP	20,000					12,177	8,509	3,668	70
SUB TOTAL	\$628,034	\$47,374	\$34,602	\$12,772	73 %	\$238,134	\$181,404	\$56,730	76 %
TOTAL PAYROLL	\$1,970,648	\$157,253	\$131,498	\$25,755	84 %	\$673,710	\$534,270	\$139,440	79 %
4520 CONTRACT CLEANING	\$17,000	\$1,415	\$1,097	\$318	78 %	\$5,658	\$4,288	\$1,370	76 %
4800 FUEL-FUEL OIL	5,000		232			2,700	1,667	1,033	62
4820 FUEL-NATURAL GAS	9,000	800	815	15	102	4,550	4,689	139	103
5000 ELECTRICITY	30,500	2,350	2,460	110	105	12,300	11,316	984	92
5200 TELEPHONE	4,110	344	269	75	78	1,368	930	438	68
5230 DIESEL	20,000	1,675	1,748	73	104	6,350	6,168	182	97
5240 WATER	600	75	193	118	257	100	564	464	564
5701 SOLID WASTE DISPOSAL	4,533,390	383,232	313,865	69,367	82	1,356,817	1,192,155	164,662	88
5702 SOLID WASTE DISPOSAL-	272,168	24,000	12,777	11,223	53	66,000	34,211	31,789	52
5703 TR STA OPERATION AND	1,829,799	154,683	130,152	24,531	84	547,649	512,749	34,900	94
5704 SOLID WASTE HAULING-M	211,000	22,000	10,293	11,707	47	44,000	30,833	13,167	70
5705 ANNUAL UNACCEPTABLE I	20,000								
5706 SOLID WASTE DISPOSAL-	2,000								
5790 CONT SERV-DISP HOUSEH	25,000	2,000	2,650	650	133	7,800	11,605	3,805	149
5791 CONT SERV-DISP MEDICA	1,500	400	130	270	33	550	590	40	107
5792 CONT SERV-DISP PHARMA	300	200		200		200		200	
5794 CONT SERV-DISP ORGANI	1,500								
5806 CONT SERV-BAGGING	17,000								
5807 CONT SERV-WOOD GRINDI	27,000	10,000		10,000		13,000		13,000	
5808 CONT SERV-SNOW PLOWIN	15,000	1,500	110	1,390	7	11,500	9,103	2,397	79
5812 CONT SERV-DISP MATRES	100,000	10,000	2,740	7,260	27	25,000	13,960	11,040	56
5813 CONT SERV-DISP ELECTR	70,000	4,000		4,000		13,000	3,493	9,507	27
5814 CONT SERV-DISP FLUORE	22,000	2,500	1,566	934	63	6,900	4,470	2,430	65
5815 CONT SERV-DISP TIRE	43,000	3,500	1,178	2,322	34	9,000	5,408	3,592	60

WESTERN LAKE SUPERIOR SANITARY DISTRICT
SOLID WASTE EXPENSE STATEMENT
AS OF 04/30/23

** Consolidated Level Range **

DESCRIPTION	ANNUAL BUDGET	MONTH BUDGET	MONTH ACTUAL	VARIANCE	ACT/BUD	YTD BUDGET	YTD ACTUAL	VARIANCE	ACT/BUD
5816 CONT SERV-DISP LOCAL	\$100,000	\$6,000	\$4,373	\$1,627	73 %	\$12,000	\$8,858	\$3,142	74 %
5817 CONT SERV-DISP COUNTY	70,000	6,000		6,000		6,000	3,401	2,599	57
5818 CONT SERV-RECY SHEDS	92,000	7,558	6,782	776	90	30,233	27,397	2,836	91
5819 CONT SERV-DISP PAINT	125,000	14,000	3,756	10,244	27	24,000	15,380	8,620	64
5860 CONT SERV-OTHER	130,475	14,500	6,372	8,128	44	28,500	21,005	7,495	74
5870 CONT SERV-DP MAINT	8,000	420	873	453-	208	4,680	3,490	1,190	75
5871 CONT SERV-MOBILE DEVI	5,600	470	625	155-	133	1,880	1,800	80	96
5880 CONT SERV-AD AGENCY	12,900	2,000	230	1,770	12	3,650	380	3,270	10
5900 CONT SERV-ENFORCEMENT	1,000	1,000		1,000		1,000		1,000	
6000 SUPPLIES-BUILDING	3,500	208		208		1,082		1,082	
6010 SUPPLIES-EQUIPMENT	15,500	625		625		2,500		2,500	
6070 SUPPLIES-OFFICE	600	54	218	164-	404	200	218	18-	109
6090 SUPPLIES-OTHER	21,300	2,274	4,079	1,805-	179	7,104	10,652	3,548-	150
6110 SUPPLIES-SAFETY	1,100	183	1,219	1,036-	666	432	1,419	987-	328
6120 SUPPLIES-SITE	3,000	250	654	404-	262	1,000	1,641	641-	164
6150 SUPPLIES-SHIPPING	25,000	3,000		3,000		6,000		6,000	
6910 TRAINING EXPENSES	8,399	350	281	69	80	1,150	4,205	3,055-	366
6940 LICENSE REIMBURSEMENT	400	200		200		200		200	
7020 PUBLIC INFORMATION	8,875	750	3,474	2,724-	463	4,690	3,994	696	85
7030 PUBLIC INFO-RECYCLING	62,875	7,000	5,118	1,882	73	16,500	13,258	3,242	80
7040 PUBLIC INFO-HHW	25,700	3,500	3,091	409	88	5,500	5,852	352-	106
7210 RENT-EQUIPMENT	70,000	4,383	3,956	427	90	17,536	17,510	26	100
7400 TRAVEL	1,200								
7640 LEASE-LAND-DULUTH AIR	11,712	976	992	16-	102	3,904	3,967	63-	102
7800 LAUNDRY	10,000	816	1,170	354-	143	3,264	3,304	40-	101
8000 DUES	3,658	900	723	177	80	1,400	1,313	87	94
8210 COPYING & PRINTING	25,000	3,833	563	3,270	15	8,328	1,404	6,924	17
8600 GRANTS TO GOV UNITS	217,000	55,000		55,000		65,000	445-	65,445	1-
8620 PROGRAM DEVELOPMENT	26,425	3,000		3,000		9,425	4,377	5,048	46
TOTAL NON-PAYROLL	\$8,363,086	\$763,924	\$530,824	\$233,100	69 %	\$2,401,600	\$2,002,579	\$399,021	83 %
TOTAL EXPENSES	10,333,734	\$921,177	\$662,322	\$258,855	72 %	\$3,075,310	\$2,536,849	\$538,461	82 %

WESTERN LAKE SUPERIOR SANITARY DISTRICT
ALLOCATED DEPARTMENTS EXPENSE STATEMENT
AS OF 04/30/23

** Consolidated Level Range **

DESCRIPTION	ANNUAL BUDGET	MONTH BUDGET	MONTH ACTUAL	VARIANCE	ACT/BUD	YTD BUDGET	YTD ACTUAL	VARIANCE	ACT/BUD
4010 DIRECT WAGES	\$4,249,469	\$358,102	\$300,153	\$57,949	84 %	\$1,408,531	\$1,290,151	\$118,380	92 %
4020 SUNDAY PREMIUM	9,462	788	693	95	88	3,158	2,203	955	70
4030 HOLIDAY PREMIUM	5,274					1,171		1,171	
4040 SHIFT	2,768	227	76	151	33	915	176	739	19
4050 VACATION	395,183	32,480	54,457	21,977-	168	129,928	160,136	30,208-	123
4060 HOLIDAY	172,324					38,292	36,479	1,813	95
4070 PERSONAL LEAVE	57,442	4,722	3,535	1,187	75	18,886	13,620	5,266	72
4080 SICK	153,988	12,656	12,602	54	100	50,630	75,302	24,672-	149
SUB TOTAL	\$5,045,910	\$408,975	\$371,516	\$37,459	91 %	\$1,651,511	\$1,578,067	\$73,444	96 %
4090 OVERTIME	\$127,244	\$8,893	\$11,766	\$2,873-	132 %	\$38,170	\$40,882	\$2,712-	107 %
SUB TOTAL	\$5,173,154	\$417,868	\$383,282	\$34,586	92 %	\$1,689,681	\$1,618,949	\$70,732	96 %
4200 EMPLOYERS FICA	\$333,631	\$27,421	\$22,777	\$4,644	83 %	\$109,693	\$96,224	\$13,469	88 %
4210 EMPLOYERS FICA/MEDIC	75,332	6,191	5,327	864	86	24,769	22,504	2,265	91
4220 EMPLOYERS PERA	387,988	31,890	28,810	3,080	90	127,558	121,231	6,327	95
4240 GROUP HOSPITAL/MED	1,307,015	97,494	88,117	9,377	90	527,063	503,424	23,639	96
4260 GROUP DENTAL	58,965	4,914	4,651	263	95	19,653	18,635	1,018	95
4280 GROUP LIFE	7,161	596	534	62	90	2,390	2,127	263	89
4300 LONG-TERM DISABILITY	13,326	1,111	949	162	85	4,438	3,902	536	88
4340 WORKERS COMPENSATION	180,000	15,000	13,283	1,717	89	60,000	52,520	7,480	88
4350 UNEMPLOYMENT COMP							1,730	1,730-	
4390 OTHER BENEFITS	32,000	3,480	2,599	881	75	19,120	19,796	676-	104
SUB TOTAL	\$2,395,418	\$188,097	\$167,047	\$21,050	89 %	\$894,684	\$842,093	\$52,591	94 %
TOTAL PAYROLL	\$7,568,572	\$605,965	\$550,329	\$55,636	91 %	\$2,584,365	\$2,461,042	\$123,323	95 %
4520 CONTRACT CLEANING	\$39,600	\$3,300	\$3,681	\$381-	112 %	\$13,200	\$13,535	\$335-	103 %
4800 FUEL-FUEL OIL	2,000					2,000		2,000	
4820 FUEL-NATURAL GAS	240,867	10,440	46	10,394		143,032	90,520	52,512	63
5000 ELECTRICITY	2,347,354	195,526	186,945	8,581	96	782,105	748,435	33,670	96
5200 TELEPHONE	38,700	3,223	2,120	1,103	66	12,912	8,619	4,293	67
5210 TELEMETER	48,893	4,024	3,793	231	94	16,696	15,920	776	95
5220 GASOLINE	35,700	2,975	2,938	37	99	11,900	10,126	1,774	85
5230 DIESEL	3,000	250	185	65	74	1,000	792	208	79
5240 WATER	162,924	11,116	11,163	47-	100	47,481	38,285	9,196	81
5241 STORM WATER FEE	37,000	3,083	222	2,861	7	12,332	10,639	1,693	86
5520 REPAIRS-MAINTENANCE	631,000	60,083	43,957	16,126	73	215,336	239,571	24,235-	111
5525 INVENTORY ADJUSTMENTS			81	81-			2,061-	2,061	
5530 INVENTORY COST VARIAN			18	18-			23	23-	
5800 CONT SERV-ELECTRICAL	36,000	6,000	2,503	3,497	42	18,000	10,959	7,041	61
5820 CONT SERV-O/M PLANT	130,500	8,000	26,281	18,281-	329	34,000	47,374	13,374-	139
5835 CONT SERV-GENERATORS	40,000	1,000		1,000		3,000		3,000	
5840 CONT SERV-O/M MOBILE	170,000	18,000	8,447	9,553	47	61,000	51,842	9,158	85
5860 CONT SERV-OTHER	262,041	21,043	4,767	16,276	23	88,997	49,451	39,546	56
5868 CONT SERV-HARDWARE MA	54,114	4,510	4,302	208	95	18,040	19,683	1,643-	109
5870 CONT SERV-DP MAINT	387,952	24,375	35,827	11,452-	147	186,598	140,367	46,231	75
5875 CONT SERV-SERV FEE	45,800								
6000 SUPPLIES-BUILDING			14	14-			14	14-	

WESTERN LAKE SUPERIOR SANITARY DISTRICT
ALLOCATED DEPARTMENTS EXPENSE STATEMENT
AS OF 04/30/23

** Consolidated Level Range **

DESCRIPTION	ANNUAL BUDGET	MONTH BUDGET	MONTH ACTUAL	VARIANCE	ACT/BUD	YTD BUDGET	YTD ACTUAL	VARIANCE	ACT/BUD
6010 SUPPLIES-EQUIPMENT	\$55,573	\$7,650	\$6,467	\$1,183	85 %	\$17,150	\$20,704	\$3,554-	121 %
6040 SUPPLIES-LAB	40,000	3,000	1,886	1,114	63	13,200	23,733	10,533-	180
6050 SUPPLIES-LUBE	20,000	3,500	62	3,438	2	6,000	6,419	419-	107
6060 SUPPLIES-MAINTENANCE	70,000	5,967	3,471	2,496	58	22,264	17,670	4,594	79
6070 SUPPLIES-OFFICE	4,575	375	108	267	29	1,525	1,306	219	86
6090 SUPPLIES-OTHER	6,975	515	1,370	855-	266	2,220	4,111	1,891-	185
6110 SUPPLIES-SAFETY	66,500	808	1,894	1,086-	234	60,036	5,164	54,872	9
6125 SUPPLIES-SOFTWARE	5,000						646	646-	
6130 SUPPLIES-TOOLS	22,000	2,500	780	1,720	31	10,000	3,619	6,381	36
6360 CHEMICALS-BOILER	2,000					2,000		2,000	
6560 INSURANCE-PROPERTY	225,000	18,750	18,520	230	99	75,000	74,081	919	99
6700 LEGAL	150,000	12,500	14,213	1,713-	114	50,000	58,088	8,088-	116
6750 AUDIT	38,260	2,000	8,085	6,085-	404	37,510	39,949	2,439-	107
6900 SAFETY PROGRAM	97,225	8,102	3,656	4,446	45	32,409	18,633	13,776	57
6905 TRAINING-MATERIALS	500	42		42		164	1,628	1,464-	993
6910 TRAINING EXPENSES	61,550	3,500	3,116	384	89	20,425	31,597	11,172-	155
6920 TRAINING-TRAVEL	250	21		21		82	204	122-	249
6930 PERSONNEL	13,000	1,083	3,535	2,452-	326	4,336	10,226	5,890-	236
6940 LICENSE REIMBURSEMENT	1,500	125	133	8-	106	500	397	103	79
6950 TUITION REIMBURSEMENT	10,500	875	2,310	1,435-	264	3,500	11,663	8,163-	333
7000 OTHER SPEC SERV	94,000	7,833	6,167	1,666	79	31,336	29,731	1,605	95
7010 BOARD MEMBERS COMP	20,000	1,667	1,391	276	83	6,664	6,557	107	98
7210 RENT-EQUIPMENT	17,500	4,000		4,000		13,000		13,000	
7220 MOTOR VEHICLE LICENSI	1,000	83		83		336	266	70	79
7300 MEETING EXPENSES	6,500	542	1,264	722-	233	2,164	2,897	733-	134
7400 TRAVEL	500	42		42		164	277	113-	169
7800 LAUNDRY	20,790	1,695	1,658	37	98	6,793	7,513	720-	111
7810 ENGINEERING SERVICE	124,433	10,736	4,644	6,092	43	45,526	38,144	7,382	84
7820 LAB SERVICES	95,000	10,000	5,097	4,903	51	25,000	14,915	10,085	60
8000 DUES	24,100	2,217	2,456	239-	111	8,554	7,463	1,091	87
8010 PUBLICATIONS	5,250	427	78	349	18	1,734	443	1,291	26
8020 PERMITS	62,800	1,700	3,810	2,110-	224	6,000	48,122	42,122-	802
8200 POSTAGE	20,000	1,667	2,217	550-	133	6,664	7,229	565-	108
8210 COPYING & PRINTING	17,000	1,417	13	1,404	1	5,664	6,145	481-	108
8500 BANK SERVICE CHARGES	350	29		29		118	45	73	38
8600 GRANTS TO GOV UNITS	7,000	2,000	7,500	5,500-	375	5,000	7,500	2,500-	150
TOTAL NON-PAYROLL	\$6,120,076	\$494,316	\$443,191	\$51,125	90 %	\$2,190,667	\$2,001,179	\$189,488	91 %
TOTAL EXPENSES	13,688,648	\$1,100,281	\$993,520	\$106,761	90 %	\$4,775,032	\$4,462,221	\$312,811	93 %

WESTERN LAKE SUPERIOR SANITARY DISTRICT
TOTAL DISTRICT SCHEDULE OF REVENUES & EXPENSES
AS OF 04/30/23

DESCRIPTION	ANNUAL BUDGET	MONTH BUDGET	MONTH ACTUAL	VARIANCE	YTD ACT/BUD	YTD BUDGET	ACTUAL	VARIANCE	ACT/BUD
MUNICIPALITIES	12,443,855	\$1,036,989	\$1,036,989		100%	\$4,147,956	\$4,147,956		100%
INDUSTRIES	15,507,989	1,280,125	1,360,009	79,884	106	5,120,494	5,592,884	472,390	109
SOLID WASTE	11,644,878	926,840	864,638	62,202-	93	3,399,814	3,275,977	123,837-	96
OPERATING INVEST EARN	240,000	18,694	53,475	34,781	286	73,080	178,124	105,044	244
DISTRICT-WIDE ALLOC	355,000								
GRANTS	364,000	37,160	37,160			82,573	82,573		
OTHER	1,152,500	61,528	78,176	16,648	127	201,661	795,485	593,824	394
TOTAL REVENUES	41,708,222	\$3,324,176	\$3,430,447	\$106,271	103%	12,943,005	14,072,999	\$1,129,994	109%
PAYROLL									
SALARIES,VAC,HOL,PE	\$8,439,887	\$682,074	\$612,788	\$69,286	90 %	\$2,759,901	\$2,545,106	\$214,795	92 %
SICK	272,457	22,393	23,622	1,229-	105	89,583	117,992	28,409-	132
OVERTIME	353,100	29,289	46,102	16,813-	157	109,206	130,282	21,076-	119
OTHER	4,043,859	314,005	274,929	39,076	88	1,519,648	1,404,956	114,692	92
TOTAL PAYROLL	13,109,303	\$1,047,761	\$957,441	\$90,320	91 %	\$4,478,338	\$4,198,336	\$280,002	94 %
NON-PAYROLL									
FUEL OIL	\$7,000	\$754	\$754-	\$4,700		\$3,473	\$1,227	74 %	
NATURAL GAS	259,056	12,301	16,651	4,350-	135	151,831	114,087	37,744	75
SUB TOTAL	\$266,056	\$12,301	\$17,405	\$5,104-	141 %	\$156,531	\$117,560	\$38,971	75 %
ELECTRICITY	\$3,700,891	\$306,620	\$312,298	\$5,678-	102 %	\$1,229,385	\$1,200,923	\$28,462	98 %
OTHER UTIL & FUELS	643,030	50,889	39,375	11,514	77	206,645	170,413	36,232	82
SUB TOTAL	\$4,343,921	\$357,509	\$351,673	\$5,836	98 %	\$1,436,030	\$1,371,336	\$64,694	95 %
REPAIRS	\$836,000	\$73,416	\$106,200	\$32,784-	145 %	\$252,672	\$325,572	\$72,900-	129 %
INSURANCE	225,000	18,750	18,520	230	99	75,000	74,081	919	99
SOLID WASTE DISPOSAL	6,910,759	588,197	471,747	116,450	80	2,027,286	1,785,750	241,536	88
CONTRACT SERV	2,257,253	180,566	124,738	55,828	69	664,386	516,362	148,024	78
SUPPLIES	504,379	42,775	35,746	7,029	84	198,305	136,717	61,588	69
CHEMICALS	2,808,971	246,886	194,514	52,372	79	625,849	498,941	126,908	80
OTHER	1,496,896	169,776	103,870	65,906	61	496,548	453,773	42,775	91
SUB TOTAL	15,039,258	\$1,320,366	\$1,055,335	\$265,031	80 %	\$4,340,046	\$3,791,196	\$548,850	87 %
TOTAL NON-PAYROLL	19,649,235	\$1,690,176	\$1,424,413	\$265,763	84 %	\$5,932,607	\$5,280,092	\$652,515	89 %
TOTAL O & M EXPENSES	32,758,538	\$2,737,937	\$2,381,854	\$356,083	87 %	10,410,945	\$9,478,428	\$932,517	91 %
CAPITAL PROJECTS	\$3,067,500	\$255,625	\$255,625		100 %	\$1,022,500	\$1,022,500		100 %
INVEST EARN CONSTRU	\$85,000	\$6,846	\$48,556	\$41,710	709%	\$28,780	\$154,047	\$125,267	535%
INVEST EARN DEBT SE	150,000	12,015	80,429	68,414	669	45,817	258,119	212,302	563
TRANSFER STAT CAPIT	116,228	9,825	6,887	2,938	70	34,787	23,377	11,410	67
DEBT SERVICE	\$8,584,567	\$715,381	\$715,381		100 %	\$2,861,524	\$2,861,524		100 %
TOTAL EXPENDITURES	44,291,833	\$3,699,907	\$3,230,762	\$356,083	87 %	14,255,159	12,973,663	\$932,517	91 %
NET SURPLUS	\$2,583,611-	\$375,731-	\$199,685	\$575,416	53%	\$1,312,154-	\$1,099,336	\$2,411,490	84%

WESTERN LAKE SUPERIOR SANITARY DISTRICT
REVENUE STATEMENT
AS OF 04/30/23

DESCRIPTION	ANNUAL BUDGET	MONTH BUDGET	MONTH ACTUAL	VARIANCE	ACT/BUD	YTD BUDGET	YTD ACTUAL	VARIANCE	ACT/BUD
3000 WWT CHARGE-DULUTH	\$9,622,827	\$801,902	\$801,902		100%	\$3,207,608	\$3,207,608		100%
3020 WWT CHARGE-CLOQUET	1,081,998	90,167	90,167		100	360,668	360,668		100
3040 WWT CHARGE-PROCTOR	351,828	29,319	29,319		100	117,276	117,276		100
3060 WWT CHARGE-HERMANTOWN	598,050	49,838	49,838		100	199,352	199,352		100
3080 WWT CHARGE-SCANLON	141,775	11,815	11,815		100	47,260	47,260		100
3100 WWT CHARGE-THOMSON TW	167,899	13,992	13,992		100	55,968	55,968		100
3120 WWT CHARGE-CARLTON	120,945	10,079	10,079		100	40,316	40,316		100
3140 WWT CHARGE-WRENSHALL	24,994	2,083	2,083		100	8,332	8,332		100
3150 WWT CHARGE-TWIN LAKES	79,156	6,596	6,596		100	26,384	26,384		100
3160 WWT CHARGE-THOMSON CI	10,128	844	844		100	3,376	3,376		100
3170 WWT CHARGE-OLIVER	18,744	1,562	1,562		100	6,248	6,248		100
3180 WWT CHARGE-JAY COOKE	2,485	207	207		100	828	828		100
3190 WWT CHARGE-PIKE LAKE	84,466	7,039	7,039		100	28,156	28,156		100
3210 WWT CHARGE-NORTH SHOR	49,176	4,098	4,098		100	16,392	16,392		100
3213 WWT CHARGE-MPCA LANDF	8,624	719	719		100	2,876	2,876		100
3214 WWT CHARGE-MIDWAY	4,697	391	391		100	1,564	1,564		100
3215 WWT CHARGE-KNIFE RIVE	20,510	1,709	1,709		100	6,836	6,836		100
3220 WWT CHARGE-RICE LAKE	55,553	4,629	4,629		100	18,516	18,516		100
SUB TOTAL	12,443,855	\$1,036,989	\$1,036,989		100%	\$4,147,956	\$4,147,956		100%
3360 WWT CHARGE-SAPPI	13,006,827	\$1,073,042	\$965,770	\$107,272-	90%	\$4,292,167	\$4,225,946	\$66,221-	98%
3380 WWT CHARGE-USG	609,250	50,302	142,495	92,193	283	201,208	532,471	331,263	265
3420 WWT CHARGE-SPEC MINER	149,138	12,331	18,291	5,960	148	49,321	65,528	16,207	133
3440 WWT CHARGE-ST PAPER 1	1,742,774	144,450	233,454	89,004	162	577,798	768,940	191,142	133
SUB TOTAL	15,507,989	\$1,280,125	\$1,360,010	\$79,885	106%	\$5,120,494	\$5,592,885	\$472,391	109%
3510 WWT CHARGE-PERMITS	\$750	\$6	\$50	\$44	833%	\$186	\$350	\$164	188%
3520 WWT CHARGE-HAULED WAS	617,000	40,373	38,761	1,612-	96	130,778	123,375	7,403-	94
3530 CAPACITY AVAILABILITY	500,000	20,304	47,865	27,561	236	61,933	55,949	5,984-	90
3535 FINANCE CHARGE REVENU			27	27			1,450	1,450	
3540 BIOSOLIDS REVENUE	30,000	586		586-		6,725	3,017	3,708-	45
SUB TOTAL	\$1,147,750	\$61,269	\$86,703	\$25,434	142%	\$199,622	\$184,141	\$15,481-	92%
3600 TIPPING FEE-DISTRICT	\$3,924,536	\$331,762	\$321,289	\$10,473-	97%	\$1,174,590	\$1,229,530	\$54,940	105%
3610 TIPPING FEE-SELF HAUL	3,165	268	7	261-	3	946	7	939-	1
3660 TIPPING FEE-CARLTON	970,210	79,726	66,427	13,299-	83	278,280	246,142	32,138-	88
3665 TIPPING FEE-SUPERIOR	569,654	41,886	30,861	11,025-	74	173,062	116,717	56,345-	67
3675 TIPPING FEE-COOK CTY	367,110	20,419	11,555	8,864-	57	95,334	45,471	49,863-	48
3680 TIPPING FEE-LAKE CTY	525,348	39,900	22,986	16,914-	58	148,050	91,909	56,141-	62
3605 SW UNACCEPTABLE REVEN			1,410	1,410			4,220	4,220	
3615 SW UNACCEPTABLE TICKE			4,000	4,000			14,000	14,000	
3685 SW PERMITS/LICENSES	5,000	417	50	367-	12	1,664	925	739-	56

WESTERN LAKE SUPERIOR SANITARY DISTRICT
REVENUE STATEMENT
AS OF 04/30/23

DESCRIPTION	ANNUAL BUDGET	MONTH BUDGET	MONTH ACTUAL	VARIANCE	ACT/BUD	YTD BUDGET	YTD ACTUAL	VARIANCE	ACT/BUD
3720 ADMIN FEE-DISTRICT	\$77,568	\$6,557	\$9,698	\$3,141	148%	\$23,216	\$23,985	\$769	103%
3721 ADMIN FEE-CARLTON CTY	33,176	2,726	3,176	450	117	9,516	7,886	1,630-	83
3722 ADMIN FEE-SUPERIOR	20,250	1,489	1,408	81-	95	6,152	3,802	2,350-	62
3723 ADMIN FEE-COOK CTY	13,050	726	1,111	385	153	3,391	2,962	429-	87
3724 ADMIN FEE-LAKE CTY	18,675	1,418	1,568	150	111	5,262	4,385	877-	83
3725 CAPITAL FEE-DISTRICT	18,000	1,522	1,134	388-	75	5,386	3,452	1,934-	64
3726 CAPITAL FEE-CARLTON C	28,928	2,470	1,481	989-	60	7,720	5,060	2,660-	66
3727 CAPITAL FEE-SUPERIOR	27,000	1,985	1,478	507-	74	8,202	5,070	3,132-	62
3728 CAPITAL FEE-COOK CTY	17,400	968	1,173	205	121	4,520	3,949	571-	87
3729 CAPITAL FEE-LAKE CTY	24,900	1,891	1,620	271-	86	7,018	5,846	1,172-	83
3730 SW ORDINANCE LATE CHA	2,500	208		208-		836	55	781-	7
SUB TOTAL	\$6,646,470	\$536,338	\$482,432	\$53,906-	90%	\$1,953,145	\$1,815,373	\$137,772-	93%
3630 MRC-DEMO, MIXED WASTE	\$664,525	\$53,394	\$39,115	\$14,279-	73%	\$133,834	\$110,628	\$23,206-	83%
SUB TOTAL	\$664,525	\$53,394	\$39,115	\$14,279-	73%	\$133,834	\$110,628	\$23,206-	83%
3690 SERV FEE-DISTRICT	\$2,605,000	\$217,520	\$228,904	\$11,384	105%	\$844,698	\$925,532	\$80,834	110%
3695 SERV FEE-CARLTON OUT	10,000								
3698 SERV FEE-OTHER	80,000		49-	49-		20,000	18,528	1,472-	93
SUB TOTAL	\$2,695,000	\$217,520	\$228,855	\$11,335	105%	\$864,698	\$944,060	\$79,362	109%
3801 PROPERTY TAX-ST LOUIS	\$948,063	\$79,005	\$78,655	\$350-	100%	\$316,023	\$317,358	\$1,335	100%
3802 PROPERTY TAX-CARLTON	195,550	16,296	16,296		100	65,182	65,184	2	100
SUB TOTAL	\$1,143,613	\$95,301	\$94,951	\$350-	100%	\$381,205	\$382,542	\$1,337	100%
3700 INVESTMENT EARNINGS	\$240,000	\$18,694	\$53,475	\$34,781	286%	\$73,080	\$178,124	\$105,044	244%
3701 INVESTMENT EARN-CONST	85,000	6,846	48,556	41,710	709	28,780	154,047	125,267	535
3702 INVESTMENT EARN-DS	150,000	12,015	80,429	68,414	669	45,817	258,119	212,302	563
SUBTOTAL	\$475,000	\$37,555	\$182,460	\$144,905	486%	\$147,677	\$590,290	\$442,613	400%
3800 DISTRICT-WIDE	\$355,000								
3850 CAPITAL CONTRIBUTIONS	750	51		51-		191		191-	
3906 GRANTS-CAPITAL			37,160	37,160			82,573	82,573	
3930 LITIGATION PROCEEDS							600,000	600,000	
3860 GAIN ON SALE OF ASSET			11,283-	11,283-			11,283-	11,283-	
3944 FINANCE CHARGE REVENU	2,500	208		208-		836	5	831-	1
3950 MISCELLANEOUS	1,500		2,756	2,756		1,012	8,304	7,292	821
SUB TOTAL	\$359,750	\$259	\$28,633	\$28,374	11055%	\$2,039	\$679,599	\$677,560	33330%
3900 HHW-STATE GRANT	\$64,000								
3650 HHW CONTRACT-REGIONAL	100,000					24,650		24,650-	
3641 HHW REV-BATTERIES	5,000		1,243	1,243		1,781	1,251	530-	70
3642 HHW FEES-VSQQ	21,000	943	927	16-	98	4,657	4,134	523-	89
3643 HHW FEES-PAINT CARE	190,000								
3648 HHW REV-DEPT OF AG	7,500						1,292-	1,292-	
3655 HHW SERVICE FEES	50,000		3,483	3,483		12,500	3,483	9,017-	28
SUBTOTAL	\$437,500	\$943	\$5,653	\$4,710	599%	\$43,588	\$7,576	\$36,012-	17%

WESTERN LAKE SUPERIOR SANITARY DISTRICT
REVENUE STATEMENT
AS OF 04/30/23

DESCRIPTION	ANNUAL BUDGET	MONTH BUDGET	MONTH ACTUAL	VARIANCE	ACT/BUD	YTD BUDGET	YTD ACTUAL	VARIANCE	ACT/BUD
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RECYCLING									
3640 RECYCLING REVENUE			\$1,222	\$1,222			\$3,352	\$3,352	
3890 STATE GRANT-SCORE	300,000								
SUBTOTAL	\$300,000		\$1,222	\$1,222			\$3,352	\$3,352	
3637 YARD WASTE REVENUE	\$121,770	\$23,344	\$12,411	\$10,933-	53%	\$23,344	\$12,445	\$10,899-	53%
SUBTOTAL	\$121,770	\$23,344	\$12,411	\$10,933-	53%	\$23,344	\$12,445	\$10,899-	53%
3831 PCARD REBATE							\$14,319	\$14,319	
3860 GAIN ON SALE OF ASSET			11,283-	11,283-			11,283-	11,283-	
SUB TOTAL			\$11,283-	\$11,283-			\$3,036	\$3,036	
TOTAL	41,943,222	\$3,343,037	\$3,548,151	\$205,114	106%	13,017,602	14,473,883	\$1,456,281	111%

DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT
3000 WWT CHARGE-DULUTH	801,902	801,902	801,902	801,902						
3020 WWT CHARGE-CLOQUET	90,167	90,167	90,167	90,167						
3040 WWT CHARGE-PROCTOR	29,319	29,319	29,319	29,319						
3060 WWT CHARGE-HERMANT	49,838	49,838	49,838	49,838						
3080 WWT CHARGE-SCANLON	11,815	11,815	11,815	11,815						
3100 WWT CHARGE-THOMSON	13,992	13,992	13,992	13,992						
3120 WWT CHARGE-CARLTON	10,079	10,079	10,079	10,079						
3140 WWT CHARGE-WRENSHA	2,083	2,083	2,083	2,083						
3150 WWT CHARGE-TWIN LA	6,596	6,596	6,596	6,596						
3160 WWT CHARGE-THOMSON	844	844	844	844						
3170 WWT CHARGE-OLIVER	1,562	1,562	1,562	1,562						
3180 WWT CHARGE-JAY COO	207	207	207	207						
3190 WWT CHARGE-PIKE LA	7,039	7,039	7,039	7,039						
3210 WWT CHARGE-NORTH S	4,098	4,098	4,098	4,098						
3213 WWT CHARGE-MPCA LA	719	719	719	719						
3214 WWT CHARGE-MIDWAY	391	391	391	391						
3215 WWT CHARGE-KNIFE R	1,709	1,709	1,709	1,709						
3220 WWT CHARGE-RICE LA	4,629	4,629	4,629	4,629						
SUB TOTAL	1,036,989	1,036,989	1,036,989	1,036,989						
3360 WWT CHARGE-SAPPI	1,135,831	1,014,541	1,109,804	965,770						
3380 WWT CHARGE-USG	124,498	125,855	139,623	142,495						
3420 WWT CHARGE-SPEC MI	24,111	11,208	11,918	18,291						
3440 WWT CHARGE-ST PAPE	131,742	196,485	207,259	233,454						
SUB TOTAL	1,416,182	1,348,089	1,468,604	1,360,010						
3510 WWT CHARGE-PERMITS	50	50	200	50						
3520 WWT CHARGE-HAULED	4,868	38,076	41,669	38,761						
3530 CAPACITY AVAILABIL	45-	6,362	1,767	47,865						
3535 FINANCE CHARGE REV	341	861	221	27						
3540 BIOSOLIDS REVENUE	1,034	858	1,125							
SUB TOTAL	6,248	46,207	44,982	86,703						
3600 TIPPING FEE-DISTRI	315,350	275,796	317,095	321,289						
3610 TIPPING FEE-SELF H				7						
3660 TIPPING FEE-CARLTO	61,466	56,140	62,109	66,427						
3665 TIPPING FEE-SUPERI	30,909	27,387	27,561	30,861						
3675 TIPPING FEE-COOK C	14,035	8,556	11,326	11,555						
3680 TIPPING FEE-LAKE C	23,502	21,466	23,955	22,986						
3605 SW UNACCEPTABLE RE	620	680	1,510	1,410						
3615 SW UNACCEPTABLE TI	2,400	2,800	4,800	4,000						
3685 SW PERMITS/LICENSE		525	350	50						

DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT
3720 ADMIN FEE-DISTRICT	5,080	4,330	4,876	9,698						
3721 ADMIN FEE-CARLTON	1,616	1,472	1,621	3,176						
3722 ADMIN FEE-SUPERIOR	603	896	895	1,408						
3723 ADMIN FEE-COOK CTY	633	602	615	1,111						
3724 ADMIN FEE-LAKE CTY	904	935	978	1,568						
3725 CAPITAL FEE-DISTRI	928	582	808	1,134						
3726 CAPITAL FEE-CARLTO	1,355	1,121	1,102	1,481						
3727 CAPITAL FEE-SUPERI	905	1,344	1,343	1,478						
3728 CAPITAL FEE-COOK C	950	904	923	1,173						
3729 CAPITAL FEE-LAKE C	1,356	1,402	1,468	1,620						
3730 SW ORDINANCE LATE			55							
SUB TOTAL	462,612	406,938	463,390	482,432						
3630 MRC-DEMO, MIXED WA	23,705	20,900	26,907	39,115						
SUB TOTAL	23,705	20,900	26,907	39,115						
3690 SERV FEE-DISTRICT	248,162	222,374	226,092	228,904						
3698 SERV FEE-OTHER		1,077	17,500	49-						
SUB TOTAL	248,162	223,451	243,592	228,855						
3801 PROPERTY TAX-ST LO	80,793	79,005	78,905	78,655						
3802 PROPERTY TAX-CARLT	16,296	16,296	16,296	16,296						
SUB TOTAL	97,089	95,301	95,201	94,951						
3700 INVESTMENT EARNING	40,167	39,553	44,928	53,475						
3701 INVESTMENT EARN-CO	30,190	33,344	41,957	48,556						
3702 INVESTMENT EARN-DS	53,846	56,827	67,016	80,429						
SUBTOTAL	124,203	129,724	153,901	182,460						
3906 GRANTS-CAPITAL		41,048	4,365	37,160						
3930 LITIGATION PROCEED		600,000								
3860 GAIN ON SALE OF AS				11,283-						
3944 FINANCE CHARGE REV			5							
3950 MISCELLANEOUS	570	2,438	2,540	2,756						
SUB TOTAL	570	643,486	6,910	28,633						
3641 HHW REV-BATTERIES		8		1,243						
3642 HHW FEES-VSQG	375	932	1,900	927						
3648 HHW REV-DEPT OF AG		1,292-								
3655 HHW SERVICE FEES				3,483						
SUBTOTAL	375	352-	1,900	5,653						

WESTERN LAKE SUPERIOR SANITARY DISTRICT
MONTHLY REVENUE STATEMENT AS OF 04/30/23

	DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT
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3640	RECYCLING REVENUE	471		1,660	1,222						
	SUBTOTAL	471		1,660	1,222						
3637	YARD WASTE REVENUE	25		10	12,411						
	SUBTOTAL	25		10	12,411						
3831	PCARD REBATE			14,319							
3860	GAIN ON SALE OF AS				11,283-						
	SUB TOTAL			14,319	11,283-						
	TOTAL	3,416,631	3,950,733	3,558,365	3,548,151						

EXPENSE STATEMENT

AS OF 04/30/23

Company consolidation

DESCRIPTION	ANNUAL BUDGET	MONTH BUDGET	MONTH ACTUAL	VARIANCE	ACT/BUD	YTD BUDGET	YTD ACTUAL	VARIANCE	ACT/BUD
4010 DIRECT WAGES	\$7,288,409	\$614,194	\$528,923	\$85,271	86 %	\$2,415,814	\$2,175,524	\$240,290	90 %
4020 SUNDAY PREMIUM	60,826	5,068	5,239	171-	103	20,282	17,749	2,533	88
4030 HOLIDAY PREMIUM	32,908					7,309		7,309	
4040 SHIFT	13,410	1,102	989	113	90	4,413	3,610	803	82
4050 VACATION	652,984	53,669	73,342	19,673-	137	214,682	259,323	44,641-	121
4060 HOLIDAY	293,512					65,226	67,993	2,767-	104
4070 PERSONAL LEAVE	97,838	8,041	4,295	3,746	53	32,175	20,908	11,267	65
4080 SICK	272,457	22,393	23,622	1,229-	105	89,583	117,992	28,409-	132
SUB TOTAL	\$8,712,344	\$704,467	\$636,410	\$68,057	90 %	\$2,849,484	\$2,663,099	\$186,385	93 %
4090 OVERTIME	\$353,100	\$29,289	\$46,102	\$16,813-	157 %	\$109,206	\$130,282	\$21,076-	119 %
SUB TOTAL	\$9,065,444	\$733,756	\$682,512	\$51,244	93 %	\$2,958,690	\$2,793,381	\$165,309	94 %
4200 EMPLOYERS FICA	\$598,271	\$49,172	\$40,033	\$9,139	81 %	\$196,695	\$165,181	\$31,514	84 %
4210 EMPLOYERS FICA/MEDIC	131,911	10,843	9,363	1,480	86	43,362	38,631	4,731	89
4220 EMPLOYERS PERA	679,526	55,851	50,688	5,163	91	223,418	208,122	15,296	93
4240 GROUP HOSPITAL/MED	2,265,120	168,240	148,663	19,577	88	919,200	857,291	61,909	93
4260 GROUP DENTAL	102,769	8,565	7,859	706	92	34,249	31,925	2,324	93
4280 GROUP LIFE	11,471	954	842	112	88	3,836	3,433	403	89
4300 LONG-TERM DISABILITY	22,791	1,900	1,598	302	84	7,591	6,674	917	88
4340 WORKERS COMPENSATION	180,000	15,000	13,283	1,717	89	60,000	52,520	7,480	88
4350 UNEMPLOYMENT COMP	20,000					12,177	21,381	9,204-	176
4390 OTHER BENEFITS	32,000	3,480	2,599	881	75	19,120	19,796	676-	104
SUB TOTAL	\$4,043,859	\$314,005	\$274,928	\$39,077	88 %	\$1,519,648	\$1,404,954	\$114,694	92 %
TOTAL PAYROLL	13,109,303	\$1,047,761	\$957,440	\$90,321	91 %	\$4,478,338	\$4,198,335	\$280,003	94 %
4520 CONTRACT CLEANING	\$86,936	\$7,243	\$7,558	\$315-	104 %	\$28,970	\$27,932	\$1,038	96 %
4800 FUEL-FUEL OIL	7,000		754	754-		4,700	3,473	1,227	74
4820 FUEL-NATURAL GAS	259,056	12,301	16,651	4,350-	135	151,831	114,087	37,744	75
5000 ELECTRICITY	3,700,891	306,620	312,298	5,678-	102	1,229,385	1,200,923	28,462	98
5200 TELEPHONE	51,394	4,282	3,075	1,207	72	17,139	12,251	4,888	71
5210 TELEMETER	163,893	13,607	13,068	539	96	55,032	53,316	1,716	97
5220 GASOLINE	35,700	2,975	2,938	37	99	11,900	10,126	1,774	85
5230 DIESEL	175,919	14,451	5,997	8,454	41	57,461	34,023	23,438	59
5240 WATER	178,524	12,441	14,073	1,632-	113	52,581	49,788	2,793	95
5241 STORM WATER FEE	37,600	3,133	224	2,909	7	12,532	10,909	1,623	87
5520 REPAIRS-MAINTENANCE	631,000	60,083	43,957	16,126	73	215,336	239,571	24,235-	111
5525 INVENTORY ADJUSTMENTS			81	81-			2,061-	2,061	
5530 INVENTORY COST VARIAN			18	18-			23	23-	
5570 REPAIRS-INTERCEPTORS	40,000	3,333	62,145	58,812-	1865	13,336	65,351	52,015-	490
5580 CLEAN-INTERCEPTORS	165,000	10,000		10,000		24,000	22,688	1,312	95
5701 SOLID WASTE DISPOSAL	4,533,390	383,232	313,865	69,367	82	1,356,817	1,192,155	164,662	88
5702 SOLID WASTE DISPOSAL-	272,168	24,000	12,777	11,223	53	66,000	34,211	31,789	52
5703 TR STA OPERATION AND	1,829,799	154,683	130,152	24,531	84	547,649	512,749	34,900	94
5704 SOLID WASTE HAULING-M	211,000	22,000	10,293	11,707	47	44,000	30,833	13,167	70
5705 ANNUAL UNACCEPTABLE I	20,000								
5706 SOLID WASTE DISPOSAL-	2,000								
5710 GRIT DISPOSALS	14,102	1,682	1,880	198-	112	4,270	3,607	663	84

EXPENSE STATEMENT

AS OF 04/30/23

Company consolidation

DESCRIPTION	ANNUAL BUDGET	MONTH BUDGET	MONTH ACTUAL	VARIANCE	ACT/BUD	YTD BUDGET	YTD ACTUAL	VARIANCE	ACT/BUD
5790 CONT SERV-DISP HOUSEH	\$25,000	\$2,000	\$2,650	\$650-	133 %	\$7,800	\$11,605	\$3,805-	149 %
5791 CONT SERV-DISP MEDICA	1,500	400	130	270	33	550	590	40-	107
5792 CONT SERV-DISP PHARMA	300	200		200		200		200	
5794 CONT SERV-DISP ORGANI	1,500								
5800 CONT SERV-ELECTRICAL	36,000	6,000	2,503	3,497	42	18,000	10,959	7,041	61
5805 CONT SERV-BIOFILTER	10,000								
5806 CONT SERV-BAGGING	17,000								
5807 CONT SERV-WOOD GRINDI	27,000	10,000		10,000		13,000		13,000	
5808 CONT SERV-SNOW PLOWIN	15,000	1,500	110	1,390	7	11,500	9,103	2,397	79
5812 CONT SERV-DISP MATRES	100,000	10,000	2,740	7,260	27	25,000	13,960	11,040	56
5813 CONT SERV-DISP ELECTR	70,000	4,000		4,000		13,000	3,493	9,507	27
5814 CONT SERV-DISP FLUORE	22,000	2,500	1,566	934	63	6,900	4,470	2,430	65
5815 CONT SERV-DISP TIRE	43,000	3,500	1,178	2,322	34	9,000	5,408	3,592	60
5816 CONT SERV-DISP LOCAL	100,000	6,000	4,373	1,627	73	12,000	8,858	3,142	74
5817 CONT SERV-DISP COUNTY	70,000	6,000		6,000		6,000	3,401	2,599	57
5818 CONT SERV-RECY SHEDS	92,000	7,558	6,782	776	90	30,233	27,397	2,836	91
5819 CONT SERV-DISP PAINT	125,000	14,000	3,756	10,244	27	24,000	15,380	8,620	64
5820 CONT SERV-O/M PLANT	130,500	8,000	26,281	18,281-	329	34,000	47,374	13,374-	139
5835 CONT SERV-GENERATORS	40,000	1,000		1,000		3,000		3,000	
5840 CONT SERV-O/M MOBILE	170,000	18,000	8,447	9,553	47	61,000	51,842	9,158	85
5852 CONT SERV-FIELD WORK	8,000	665		665		2,660		2,660	
5860 CONT SERV-OTHER	555,166	39,626	16,072	23,554	41	141,983	105,533	36,450	74
5868 CONT SERV-HARDWARE MA	54,114	4,510	4,302	208	95	18,040	19,683	1,643-	109
5870 CONT SERV-DP MAINT	416,337	26,494	37,985	11,491-	143	198,070	159,012	39,058	80
5871 CONT SERV-MOBILE DEVI	5,600	470	625	155-	133	1,880	1,800	80	96
5875 CONT SERV-SERV FEE	45,800								
5880 CONT SERV-AD AGENCY	16,800	2,500	460	2,040	18	5,150	760	4,390	15
5900 CONT SERV-ENFORCEMENT	1,000	1,000		1,000		1,000		1,000	
6000 SUPPLIES-BUILDING	30,740	2,458	1,349	1,109	55	10,202	6,228	3,974	61
6010 SUPPLIES-EQUIPMENT	181,573	17,441	17,655	214-	101	56,322	49,157	7,165	87
6040 SUPPLIES-LAB	40,000	3,000	1,886	1,114	63	13,200	23,733	10,533-	180
6050 SUPPLIES-LUBE	20,000	3,500	62	3,438	2	6,000	6,419	419-	107
6060 SUPPLIES-MAINTENANCE	70,000	5,967	3,471	2,496	58	22,264	17,670	4,594	79
6070 SUPPLIES-OFFICE	5,175	429	326	103	76	1,725	1,524	201	88
6090 SUPPLIES-OTHER	33,525	3,239	6,331	3,092-	195	10,874	19,210	8,336-	177
6110 SUPPLIES-SAFETY	68,366	991	3,231	2,240-	326	60,718	6,869	53,849	11
6120 SUPPLIES-SITE	3,000	250	654	404-	262	1,000	1,641	641-	164
6125 SUPPLIES-SOFTWARE	5,000						646	646-	
6130 SUPPLIES-TOOLS	22,000		780	1,720	31	10,000	3,619	6,381	36
6150 SUPPLIES-SHIPPING	25,000	3,000		3,000		6,000		6,000	
6300 CHEMICALS-GENERAL	35,344	1,032	96	936	9	18,618	6,846	11,772	37
6315 CHEMICALS-LIQUID OXYG	20,100	1,675	1,203	472	72	6,700	8,577	1,877-	128
6320 CHEMICALS-SODIUM HYPO	1,220,728	129,100	95,267	33,833	74	147,606	97,965	49,641	66
6330 CHEMICALS-POLYMER-THI	236,293	17,375	8,687	8,688	50	69,500	44,105	25,395	63
6335 CHEMICALS-POLYMER-DEW	941,675	69,275	70,089	814-	101	277,099	265,505	11,594	96
6360 CHEMICALS-BOILER	2,000					2,000		2,000	
6370 CHEMICALS-DEFOAMANT	66,048	6,698	5,024	1,674	75	20,733	12,916	7,817	62
6410 CHEMICALS-SODIUM BISU	2,222	1,111	4,273	3,162-	385	1,111	4,273	3,162-	385
6420 CHEMICALS-FERRIC CHLO	284,561	20,620	9,875	10,745	48	82,482	58,753	23,729	71
6560 INSURANCE-PROPERTY	225,000	18,750	18,520	230	99	75,000	74,081	919	99
6700 LEGAL	150,000	12,500	14,213	1,713-	114	50,000	58,088	8,088-	116
6750 AUDIT	38,260	2,000	8,085	6,085-	404	37,510	39,949	2,439-	107
6900 SAFETY PROGRAM	97,225	8,102	3,656	4,446	45	32,409	18,633	13,776	57

EXPENSE STATEMENT

AS OF 04/30/23

Company consolidation

DESCRIPTION	ANNUAL BUDGET	MONTH BUDGET	MONTH ACTUAL	VARIANCE	ACT/BUD	YTD BUDGET	YTD ACTUAL	VARIANCE	ACT/BUD
6905 TRAINING-MATERIALS	\$500	\$42		\$42		\$164	\$1,628	\$1,464-	993 %
6910 TRAINING EXPENSES	96,189	7,266	7,899	633-	109	32,947	45,217	12,270-	137
6920 TRAINING-TRAVEL	250	21		21		82	204	122-	249
6930 PERSONNEL	13,000	1,083	3,535	2,452-	326	4,336	10,226	5,890-	236
6940 LICENSE REIMBURSEMENT	1,900	325	133	192	41	700	397	303	57
6950 TUITION REIMBURSEMENT	10,500	875	2,310	1,435-	264	3,500	11,663	8,163-	333
7000 OTHER SPEC SERV	94,000	7,833	6,167	1,666	79	31,336	29,731	1,605	95
7010 BOARD MEMBERS COMP	20,000	1,667	1,391	276	83	6,664	6,557	107	98
7020 PUBLIC INFORMATION	35,545	3,250	7,656	4,406-	236	11,140	20,551	9,411-	184
7030 PUBLIC INFO-RECYCLING	62,875	7,000	5,118	1,882	73	16,500	13,258	3,242	80
7040 PUBLIC INFO-HHW	25,700	3,500	3,091	409	88	5,500	5,852	352-	106
7200 EASEMENTS	25,000	2,083	1,810	273	87	8,336	7,340	996	88
7210 RENT-EQUIPMENT	87,500	8,383	3,956	4,427	47	30,536	17,510	13,026	57
7220 MOTOR VEHICLE LICENSI	1,000	83		83		336	266	70	79
7300 MEETING EXPENSES	6,500	542	1,264	722-	233	2,164	2,897	733-	134
7400 TRAVEL	1,700	42		42		164	277	113-	169
7640 LEASE-LAND-DULUTH AIR	11,712	976	992	16-	102	3,904	3,967	63-	102
7800 LAUNDRY	44,163	3,627	4,031	404-	111	14,507	15,975	1,468-	110
7810 ENGINEERING SERVICE	124,433	10,736	4,644	6,092	43	45,526	38,144	7,382	84
7820 LAB SERVICES	95,000	10,000	5,097	4,903	51	25,000	14,915	10,085	60
8000 DUES	47,044	4,617	4,493	124	97	16,304	13,803	2,501	85
8010 PUBLICATIONS	5,750	427	78	349	18	2,234	443	1,791	20
8020 PERMITS	62,800	1,700	3,810	2,110-	224	6,000	48,122	42,122-	802
8200 POSTAGE	20,750	1,667	2,217	550-	133	6,664	7,568	904-	114
8210 COPYING & PRINTING	48,200	5,250	576	4,674	11	15,242	8,969	6,273	59
8500 BANK SERVICE CHARGES	350	29		29		118	45	73	38
8600 GRANTS TO GOV UNITS	234,000	59,150	7,500	51,650	13	74,300	7,055	67,245	9
8620 PROGRAM DEVELOPMENT	35,050	5,000	150	4,850	3	12,425	4,527	7,898	36
TOTAL NON-PAYROLL	19,649,235	\$1,690,176	\$1,424,415	\$265,761	84 %	\$5,932,607	\$5,280,097	\$652,510	89 %
9022 INTEREST EXP-WWT-DS	\$633,777	\$52,815	\$52,815		100 %	\$211,260	\$211,260		100 %
9200 DEPREC-FURNITURE	13,868	1,156	1,156		100	4,624	4,623	1	100
9210 DEPREC-EQUIPMENT	136,114	11,343	11,343		100	45,372	45,371	1	100
9220 DEPREC-COMPUTER	123,471	10,289	10,289		100	41,156	41,157	1-	100
9230 DEPREC-BUILDING	118,538	9,878	9,878		100	39,512	39,513	1-	100
9240 DEPREC-IMPROVEMENTS	9,353,908	779,492	779,492		100	3,117,968	3,117,969	1-	100
9260 DEPREC-MOTOR VEHICLE	66,600	5,550	5,550		100	22,200	22,200		100
9400 AMORT-ISSUE COSTS			17,020	17,020-			17,020	17,020-	
9465 LOSS ON OBSOLETE INV			84	84-			822	822-	
TOTAL NON-OPERATING E	10,446,276	\$870,523	\$887,627	\$17,104-	102 %	\$3,482,092	\$3,499,935	\$17,843-	101 %
TOTAL EXPENSES	43,204,814	\$3,608,460	\$3,269,482	\$338,978	91 %	13,893,037	12,978,367	\$914,670	93 %

WESTERN LAKE SUPERIOR SANITARY DISTRICT
BALANCE SHEET
AS OF 04/30/23

DESCRIPTION	BEGINNING BALANCE	MONTH CHANGE	Y-T-D CHANGE	ENDING BALANCE
225-0000 CASH-CHECKING-US BANK (201	\$40,936.93-	\$195,103.30-	\$3,232,563.67	\$3,191,626.74
370-0000 CASH-CHECKING-SECT 125 (US	32,394.48	4,767.63-	27,293.97-	5,100.51
380-0000 CASH-WW PLANNING GRANT FUN	34,096.34			34,096.34
382-0000 CASH-RECYCLING SITE IMPROV	19,500.85			19,500.85
383-0000 CASH-SW UNACCEPTABLE TICKE	304,400.00	4,000.00	14,000.00	318,400.00
385-0000 CASH-WELLNESS GRANT	3,442.93		1,532.03	4,974.96
390-0000 CASH-DICK HOLT MEMORIAL FU	2,138.26		100.00-	2,038.26
425-0000 CASH-WESTERN NATIONAL BANK	1,225,532.36	197.53	839.28	1,226,371.64
480-0000 CASH-PETTY	2,675.00			2,675.00
SUB TOTAL	\$1,583,243.29	\$195,673.40-	\$3,221,541.01	\$4,804,784.30
600-0000 INVESTMENTS-OPERATIONS	\$16,678,229.97	\$312,707.24	\$4,063,453.15-	\$12,614,776.82
611-0000 INVESTMENTS-SW-CONST	1,294,105.59	1,517.34	16,227.52	1,310,333.11
614-0000 INVESTMENTS-TR STA RES FD	481,457.70	49,628.09	65,558.61	547,016.31
615-0000 INVESTMENTS-WWT-2006/2016/	668,665.98-	906,802.43-	388,747.82-	1,057,413.80-
616-0000 INVESTMENTS-WWT-2007/2020	1,857,696.91-	619,310.10	1,841,981.81	15,715.10-
618-0000 INVESTMENTS-WWT-2011/2012/		467,465.42		
621-0000 INVESTMENTS-WWT-CONST O&M	9,237,600.76	17,001.11-	223,188.35	9,460,789.11
623-0000 INVESTMENTS-RATE STABILIZ	16,972,552.02	751,724.94	3,021,172.78	19,993,724.80
624-0000 INVESTMENTS-WWT-LOAN DS	6,335,626.86		274,425.29-	6,061,201.57
627-0000 INVESTMENTS-WIF CAPITAL RE	5,017,596.00			5,017,596.00
628-0000 INVESTMENTS-WW-MN POWER EN	343,396.58		1,673.50	345,070.08
SUB TOTAL	\$53,834,202.59	\$1,278,549.59	\$443,176.31	\$54,277,378.90
800-0000 ACCOUNTS RECEIVABLE	\$229,069.50	\$1,555.99-	\$4,170.51	\$233,240.01
805-0000 ACCOUNTS REC-NOT APPLIED	26,293.90-	1,385.49-	4,847.94	21,445.96-
810-0000 ACCOUNTS REC-SW	408,883.39	28,537.12	87,236.26	496,119.65
820-0000 ACCOUNTS REC-WWT	1,306,109.60	140,791.75-	79,118.16	1,385,227.76
840-0000 ACCOUNTS REC-COBRA	1,638.49	238.06-	877.33-	761.16
850-0000 DUE FROM OTHER GOVT UNITS	203,116.49	4,277.55	218,835.25	421,951.74
860-0000 DUE FROM OTHER GOV-SW	44,966.38	7,859.64	37,164.48-	7,801.90
870-0000 DUE FROM OTHER GOV-WWT	1,498,213.72	32,071.73-	109,038.28-	1,389,175.44
917-0000 ACCR INT REC-WWT-OPER	98,790.03	23,140.23	48,542.86	147,332.89
918-0000 ACCR INT REC-SW-OPER	17,433.55	4,083.57	8,566.39	25,999.94
919-0000 ACCR INT REC-SW-CONST	7,602.58	2,185.59	5,047.15	12,649.73
920-0000 ACCR INT REC-SW-TRANS ST	2,967.31	894.54	1,925.58	4,892.89
921-0000 ACCR INT REC-WWT-CONST	55,700.54	24,998.33	61,965.92	117,666.46
922-0000 ACCR INT REC-WWT-DS	141,499.57	44,085.26	98,469.82	239,969.39
SUB TOTAL	\$3,989,697.25	\$35,981.19-	\$471,645.75	\$4,461,343.00
1000-0000 INVENTORY-MATERIAL	\$2,310,324.21	\$46,069.61	\$134,611.31	\$2,444,935.52
1010-0000 INVENTORY-FUELS	44,431.39	660.84	1,534.94-	42,896.45
1020-0000 INVENTORY-CHEMICALS	449,594.58	3,472.68-	26,888.89	476,483.47
1040-0000 INVENTORY-VENDING MACHINE	10,061.82	328.79-	1,388.69	11,450.51
SUB TOTAL	\$2,814,412.00	\$42,928.98	\$161,353.95	\$2,975,765.95
1150-0000 PREPAID INSURANCE	\$92,601.32	\$26,420.57-	\$43,310.29-	\$49,291.03
1160-0000 PREPAID OTHER	342,985.59	4,362.17	194,818.04	537,803.63
SUB TOTAL	\$435,586.91	\$22,058.40-	\$151,507.75	\$587,094.66

DESCRIPTION	BEGINNING BALANCE	MONTH CHANGE	Y-T-D CHANGE	ENDING BALANCE
1200-0000 LAND	\$398,860.90			\$398,860.90
1200-3134 LAND-04-GENERATORS	38,000.00			38,000.00
1200-3190 LAND-10-POLK STREET PUMP S	62,582.82			62,582.82
1200-3606 LAND-00-LAND APP FAC	105,821.11			105,821.11
1220-0000 FURNITURE	98,135.33			98,135.33
1220-2620 FURN-11-PROCESS CONTROL ER	53,583.88			53,583.88
1220-2621 FURN-14-OFFICE IMPROVEMENT	14,584.90			14,584.90
1220-2622 FURN 15 - OFFICE IMPROVEME	13,977.87			13,977.87
1220-2623 FURN-16-OFFICE IMPROVEMENT	15,182.72			15,182.72
1220-2624 FURN-18-OFFICE IMPROVEMENT	10,144.70			10,144.70
1220-2625 FURN-19-OFFICE IMPROVEMENT	74,816.48			74,816.48
1220-2626 FURN-21-OFFICE IMPROVEMENT	9,971.82			9,971.82
1240-0000 EQUIPMENT	22,373,254.96			22,373,254.96
1240-2504 EQUIP-05-FOOD MIXER	5,991.03			5,991.03
1240-2506 EQUIP-05-MATRESS EQUIP	16,124.10			16,124.10
1240-3121 EQUIP-04-EMERGENCY RESP EQ	49,580.51			49,580.51
1240-3617 EQUIP-05-LAND APP EQUIP	77,493.70			77,493.70
1240-8219 EQUIP-05-COPIER	16,462.70			16,462.70
1240-8444 EQUIP-07-UPGRADE GPS UNITS	11,060.03			11,060.03
1240-8724 EQUIP-05-LAB EQUIPMENT	24,732.03			24,732.03
1240-8897 EQUIP-05-MAINT EQUIP	34,414.50			34,414.50
1240-8898 EQUIP-06-CONVEYANC SPARES	313,249.34			313,249.34
1240-8901 EQUIP-06-SCREW PUMP SPAR	61,853.27			61,853.27
1240-8902 EQUIP-08-LAND APP SPREADER	41,540.00			41,540.00
1240-8903 EQUIP-08-WELD TRUCK WELDER	13,184.97			13,184.97
1240-8904 EQUIP-08-BIKE RACKS	1,482.49			1,482.49
1240-8905 EQUIP-08-POWER TESING EQUI	53,115.59			53,115.59
1240-8906 EQUIP-08-ENG PLOTTER	17,022.96			17,022.96
1240-8907 EQUIP-09-GPS REPLACEMENTS	14,410.54			14,410.54
1240-8910 EQUIP-10-GPS UNITS	8,555.34			8,555.34
1240-8911 EQUIP-11-THERMAL IMAGING C	8,970.96			8,970.96
1240-8912 EQUIP-12-VIBRATION ANALYZE	12,435.41			12,435.41
1240-8913 EQUIP-12-ISCO SAMPLERS WIT	11,520.59			11,520.59
1240-8914 EQUIP-13-LAB STERILIZER	37,644.48			37,644.48
1240-8915 EQUIP-14-ISCO SAMPLER REPL	11,019.43			11,019.43
1240-8916 EQUIP-15-LAND APP EQUIPMEN	11,357.21			11,357.21
1240-8917 EQUIP-15-MRC LOADER	28,400.22			28,400.22
1240-8918 EQUIP-15-ATOMIC SPECTROSCO	58,965.21			58,965.21
1240-8919 EQUIP-16-MERCURY ANALYZER	34,504.72			34,504.72
1240-8920 EQUIP-16-SIMPLE DIST SYSTE	14,506.24			14,506.24
1240-8921 EQUIP-17-BIOSOLIDS SPREADE	47,975.00			47,975.00
1240-8922 EQUIP-17-BIOSOLIDS SPREADE	50,584.55			50,584.55
1240-8923 EQUIP-17-OVERHEAD CHAIN OP	18,283.22			18,283.22
1240-8924 EQUIP-17-SKIDSTEER REPLACE	50,030.27			50,030.27
1240-8926 EQUIP-18-JOHN DEERE 204K L	70,925.00			70,925.00
1240-8927 EQUIP-19-CEM SOLIDS ANALYZ	9,145.00			9,145.00
1240-8928 EQUIP-19-JOHN DEERE AG TRA	91,600.00			91,600.00
1240-8929 EQUIP-19-SELF PRIMING SILE	38,435.00			38,435.00
1240-8931 EQUIP-20-MANLIFT	14,950.00			14,950.00
1240-8932 EQUIP-20-WELLO THERMOMETER	63,435.33			63,435.33
1240-8933 EQUIP-20-LAB DISHWASHER	13,794.98			13,794.98
1240-8934 EQUIP-21-TRANSFER STATION	71,044.50	71,044.50-	71,044.50-	
1240-8935 EQUIP-21-TRANSFER STATION	20,849.50			20,849.50
1240-8936 EQUIP-21-ENGINEERING MOBIL	13,585.70			13,585.70
1240-8937 EQUIP-21-LAB INDUCTIVELY C	103,170.11			103,170.11

DESCRIPTION	BEGINNING BALANCE	MONTH CHANGE	Y-T-D CHANGE	ENDING BALANCE
1240-8938 EQUIP-21-LAND APP LOADER	\$182,465.28			\$182,465.28
1240-8939 EQUIP-21-CONVEYANCE TRAILER	15,402.93			15,402.93
1240-8940 EQUIP-22-COLD STORAGE FORK	24,500.00			24,500.00
1240-8941 EQUIP-22-TRANSFER STATION	622.00			622.00
1240-8942 EQUIP-22-LAND APP GPS UNIT	17,070.81		47.00	17,117.81
1260-0000 COMPUTER	2,030,045.00			2,030,045.00
1260-8430 COMP-02-COMPUTER UPGRADE A	101,392.62			101,392.62
1260-8431 COMP-03-COMPUTER UPGRAD	94,698.77			94,698.77
1260-8432 COMP-03-DATA WAREHOUSE II	72,934.92			72,934.92
1260-8433 COMP-04-COMP UPGRADES	89,266.77			89,266.77
1260-8437 COMP-05-COMP & PHONE UPG	113,241.17			113,241.17
1260-8451 COMP-07-COMPUTER UPGRADES	42,627.77			42,627.77
1260-8452 COMP-08-COMPUTER UPGRADES	48,576.27			48,576.27
1260-8601 COMP-12-SOLIDWORKS SOFTWARE	10,676.81			10,676.81
1260-8602 COMP-12-PHONE SYSTEM REPLA	71,747.22			71,747.22
1260-8603 COMP-13-SERVER AND SAN EXP	29,803.23			29,803.23
1260-8604 COMP-14-EOPS SOFTWARE UPGR	21,651.19			21,651.19
1260-8605 COMP-14-RICOH 8002 COPIER	20,509.31			20,509.31
1260-8606 COMP-14-WINDOWS XP MACHINE	42,401.84			42,401.84
1260-8608 COMP-15-DATA MINING AND AP	15,975.00			15,975.00
1260-8609 COMP-15-LAWSON V10 UPGRADE	116,443.99			116,443.99
1260-8610 COMP-15-NETWORK PROFESSION	80,530.95			80,530.95
1260-8611 COMP-16-MPLS CIRCUIT EQUIP	50,810.45			50,810.45
1260-8612 COMP-18-CIMPLICITY (SCADA)	98,961.78			98,961.78
1260-8613 COMP-18-TAPE BACKUP REPLAC	54,266.06			54,266.06
1260-8614 COMP-18-SHAREPOINT UPGRADE	67,055.00			67,055.00
1260-8615 COMP-19-IT IMPR LAND APP D	64,563.50			64,563.50
1260-8903 COMP-10-NETWORK SERVER UPG	134,514.06			134,514.06
1260-8904 COMP-19-LAWSON ADFS	13,090.00			13,090.00
1260-8905 COMP-20-EAM UPGRADE	21,767.50			21,767.50
1260-8906 COMP-20-VIRTUAL SERVER UPG	230,024.17			230,024.17
1260-8907 COMP-20-EOPS UPGRADE	108,590.00			108,590.00
1260-8908 COMP-20-COVID-19 TECH IMPR	54,488.92			54,488.92
1260-8909 COMP-21-LABORATORY INFORMA	28,794.50		6,287.50	35,082.00
1260-8910 COMP-22-CIMPLICITY UPGRADE	53,281.63			53,281.63
1260-8912 COMP-22-NETWORK SWITCH CAB	12,579.68			12,579.68
1260-8913 COMP-22-SOLARWINDS IMPLME	41,936.25			41,936.25
1260-8914 COMP-23-NEXT GENERATION FI			2,105.60	2,105.60
1260-8915 COMP-23-UPS UNITS FOR PC,			33,122.69	33,122.69
1260-8916 COMP-23-PC VIDEO WALL UPGR			19,085.02	19,085.02
1280-0000 BUILDING	73,980,668.12			73,980,668.12
1280-3123 BLDG-04-SCANLON STORAGE	16,782.27			16,782.27
1280-3131 BLDG-04-RR ST REPLACE	675,093.96			675,093.96
1300-0000 IMPROVEMENTS	45,544,209.35			45,544,209.35
1300-2216 IMPROVE-01-TRANSFER STA IM	192,923.49			192,923.49
1300-2217 IMPROVE-05-TRANS STA FLR	71,321.00			71,321.00
1300-2453 IMPROVE-94-LF CLOSURE III	808.74			808.74
1300-2466 IMPROVE-01-LF MATL RECOVER	528,982.71			528,982.71
1300-2467 IMPROVE-02-CLOSED LF PROG	2,611.46			2,611.46
1300-2507 IMPROVE-05-ORGANICS IMPRV	15,147.80			15,147.80
1300-2508 IMPROVE-06-ORG SITE PROC	50,010.10			50,010.10
1300-2509 IMPROVE-06-RECYCLING SHEDS	26,392.96			26,392.96
1300-2510 IMPROVE-06-MRC FACILITY IM	37,318.88			37,318.88
1300-2511 IMPROVE-06-MRC APPLIANCE P	39,842.14			39,842.14
1300-2512 IMPROVE-07-MRC GATES & SEC	65,162.44			65,162.44

DESCRIPTION	BEGINNING BALANCE	MONTH CHANGE	Y-T-D CHANGE	ENDING BALANCE
1300-2513 IMPROVE-07-TRANSFER STATIO	\$98,670.49			\$98,670.49
1300-2514 IMPROVE-07-RECYCLING SHEDS	10,558.10			10,558.10
1300-2515 IMPROVE-08-MRC DISPOSAL BA	17,797.52			17,797.52
1300-2516 IMPROVE-08-TRANSFER STATIO	99,061.79			99,061.79
1300-2517 IMPROVE-08-TR ST DIVERTER	16,900.00			16,900.00
1300-2518 IMPROVE-08-ORGANICS LOADER	7,668.00			7,668.00
1300-2519 IMPROVE-08-HHW DOOR MODS A	7,941.00			7,941.00
1300-2520 IMPROVE-09-MRC E-WASTE BUI	30,784.67			30,784.67
1300-2521 IMPROVE-08-MRC APPLIANCE L	41,506.58			41,506.58
1300-2522 IMPROVE-09-ORGANICS BLOWER	7,022.76			7,022.76
1300-2523 IMPROVE-09-MRC FORKLIFT	14,014.06			14,014.06
1300-2524 IMPROVE-09-MRC SEWER PIPEL	4,121.84			4,121.84
1300-2525 IMPROVE-10-COMPOST FACILIT	264,058.70			264,058.70
1300-2526 IMPROVE-10-MRC ELECTRONICS	10,537.89			10,537.89
1300-2527 IMPROVE-10-MRC ELECTRICAL	10,712.36			10,712.36
1300-2528 IMPROVE-10-TR STA SCALE EL	44,467.37			44,467.37
1300-2529 IMPROVE-11-COMPOST BAGGER	24,950.58			24,950.58
1300-2530 IMPROVE-11-COMPOST PAD ELE	1,743.23			1,743.23
1300-2531 IMPROVE-11-MRC LIGHTING	25,860.16			25,860.16
1300-2532 IMPROVE-11-HHW PAINT BULKE	14,138.83			14,138.83
1300-2533 IMPROVE-11-TR STA SCALE RE	26,561.25			26,561.25
1300-2534 IMPROVE-11-TRANS STA ATTEN	2,665.65			2,665.65
1300-2535 IMPROVE-12-HHW VENTILATION	23,300.05			23,300.05
1300-2536 IMPROVE-12-PAINT BULKER TR	4,275.00			4,275.00
1300-2537 IMPROVE-12-MRC STORMWATER	67,615.35			67,615.35
1300-2538 IMPROVE-13-HHW REUSE FACIL	74,513.57			74,513.57
1300-2540 IMPROVE-13-TR STA INTERIOR	62,845.78			62,845.78
1300-2541 IMPROVE-13-HHW ROOF RAILIN	24,199.41			24,199.41
1300-2542 IMPROVE-13-MRC BARRIER WAL	52,536.97			52,536.97
1300-2543 IMPROVE-14-SOLID WASTE SOF	58,103.62			58,103.62
1300-2544 IMPROVE-14-TRANSFER STATIO	101,913.62			101,913.62
1300-2545 IMPROVE-14-TRANSFER STATIO	42,319.66			42,319.66
1300-2546 IMPROVE-14-MRC REUSE FACIL	72,434.00			72,434.00
1300-2547 IMPROVE-15-TRANSFER STATIO	88,332.36			88,332.36
1300-2548 IMPROVE-15-MRC TRAFFIC FLO	41,287.50			41,287.50
1300-2549 IMPROVE-16-YW SITE ENTRANC	32,267.05			32,267.05
1300-2550 IMPROVE-16-MRC REUSE BUILD	29,326.92			29,326.92
1300-2551 IMPROVE-17-TRANSFER STATIO	58,966.17			58,966.17
1300-2552 IMPROVE-17-MRC LIFT & LOAD	17,471.26			17,471.26
1300-2553 IMPROVE-17-MRC OPERATIONAL	71,074.90			71,074.90
1300-2554 IMPROVE-17-MRC STORMWATER	5,510.00			5,510.00
1300-2555 IMPROVE-18-MRC LOCKER ROOM	20,745.11			20,745.11
1300-2556 IMPROVE-18-TRANSFER STATIO	101,791.27			101,791.27
1300-2557 IMPROVE-18-MRC SEWER	16,781.11			16,781.11
1300-2558 IMPROVE-18-MRC SURFACE IMP	167,491.00			167,491.00
1300-2559 IMPROVE-18-TRANSFER STATIO	66,186.00			66,186.00
1300-2560 IMPROVE-19-MRC TRAFFIC/CUS	249,942.16			249,942.16
1300-2561 IMPROVE-19-HHW YARD IMPROV	217,020.00			217,020.00
1300-2562 IMPROVE-19-YW SITE GRADING	11,596.60			11,596.60
1300-2563 IMPROVE-19-TRANSER STATION	54,501.61			54,501.61
1300-2565 IMPROVE-19-TRANSFER STATIO	4,428.00			4,428.00
1300-2566 IMPROVE-19-HHW DOOR EXPANS	15,375.00			15,375.00
1300-2567 IMPROVE-19-TRANSFER STATIO	15,300.00			15,300.00
1300-2568 IMPROVE-19-MRC FACILITY OP	4,158.50			4,158.50
1300-2569 IMPROVE-20-MRC E-WASTE BUI	104,549.00			104,549.00

DESCRIPTION	BEGINNING BALANCE	MONTH CHANGE	Y-T-D CHANGE	ENDING BALANCE
1300-2570 IMPROVE-20-MRC SHOP BLDG S	\$32,954.00			\$32,954.00
1300-2571 IMPROVE-20-MRC CAMERA SYST	30,106.89			30,106.89
1300-2572 IMPROVE-20-HHW HVAC CONTRO	15,480.00			15,480.00
1300-2573 IMPROVE-20-YW SITE SURFACE	12,054.38			12,054.38
1300-2575 IMPROVE-20-TRANSFER STATIO	52,710.29			52,710.29
1300-2576 IMPROVE-20-SW MANAGEMENT P	155,625.99	6,023.49	6,023.49	161,649.48
1300-2577 IMPROVE-21-YW CONDUIT IMPR	16,910.00			16,910.00
1300-2578 IMPROVE-21-TRANSFER STATIO	50,834.00			50,834.00
1300-2579 IMPROVE-21-YW SITE SURFACE	13,568.00			13,568.00
1300-2581 IMPROVE-21-HHW HAZARDOUS W	8,372.50			8,372.50
1300-2582 IMPROVE-21-HHW / TRANSFER	14,360.00			14,360.00
1300-2583 IMPROVE-21-ORGANICS SITE W	13,654.10			13,654.10
1300-2584 IMPROVE-22-TRANSFER STATIO	32,180.00			32,180.00
1300-2586 IMPROVE-22-TRANSFER STATIO	2,277.50		820.00	3,097.50
1300-2625 IMPROVE-03-HHW SAFETY	6,392.60			6,392.60
1300-2626 IMPROVE-03-HHW SW SERV	15,000.40			15,000.40
1300-2627 IMPROVE-04-HHW/YW IMPROV	24,960.53			24,960.53
1300-2628 IMPROVE-05-FLOOR RESEAL	9,213.89			9,213.89
1300-3026 IMPROVE-00-TANK DRAINAGE	153,816.37			153,816.37
1300-3035 IMPROVE-01-INFLUENT PUMPIN	422,697.23			422,697.23
1300-3041 IMPROVE-02-PROC CONTROL	124,796.81			124,796.81
1300-3042 IMPROVE-02-BIO FILTER	120,526.62			120,526.62
1300-3045 IMPROVE-03-SECONDARY SETTLE	786,421.94			786,421.94
1300-3046 IMPROVE-03-INFL CHANNEL	74,619.99			74,619.99
1300-3049 IMPROVE-03-DAFT POLY DRY	80,972.55			80,972.55
1300-3050 IMPROVE-03-HVAC IMPROVE	1,444,358.78			1,444,358.78
1300-3053 IMPROVE-03-LIFTING BEAMS	16,121.82			16,121.82
1300-3054 IMPROVE-03-MAINT EQUIP	29,944.47			29,944.47
1300-3055 IMPROVE-03-PRIM ELEMENTS	104,605.99			104,605.99
1300-3057 IMPROVE-03-ROOF VENTILAT	32,125.86			32,125.86
1300-3058 IMPROVE-03-SITE IMPROVE	85,399.33			85,399.33
1300-3060 IMPROVE-03-WWT GENERAL	30,363.89			30,363.89
1300-3061 IMPROVE-04-SEPTIC DUMP MOD	8,000.00			8,000.00
1300-3062 IMPROVE-04-VALVE ACTUATORS	62,264.71			62,264.71
1300-3063 IMPROVE-04-PLASTIC REMOV	146,992.87			146,992.87
1300-3064 IMPROVE-04-WWT GENERAL	74,981.96			74,981.96
1300-3065 IMPROVE-04-FLUOC TNK WEI	131,693.62			131,693.62
1300-3067 IMPROVE-04-BIOSOLIDS SUST	150,775.60			150,775.60
1300-3068 IMPROVE-04-THICKENER	86,092.50			86,092.50
1300-3069 IMPROVE-04 PRIM ELEM & SEN	71,832.01			71,832.01
1300-3070 IMPROVE-04-SITE IMPROVE	145,477.15			145,477.15
1300-3071 IMPROVE-05-BIOFILTER	173,876.98			173,876.98
1300-3072 IMPROVE-05-CHANNEL IMPRV	1,961,184.24			1,961,184.24
1300-3073 IMPROVE-05-DISINFECTION	1,679,457.32			1,679,457.32
1300-3074 IMPROVE-05-CONCRETE RPR	100,377.85			100,377.85
1300-3075 IMPROVE-05-BOILER BURNER	192,218.94			192,218.94
1300-3076 IMPROVE-05-WWT GENERAL	91,471.88			91,471.88
1300-3077 IMPROVE-05-PROC CONTROL	74,224.89			74,224.89
1300-3078 IMPROVE-05-DIGESTER PILOT	30,000.00			30,000.00
1300-3079 IMPROVE-06-FLOCCULATION	3,847,077.46			3,847,077.46
1300-3080 IMPROVE-06-MULTIMEDIA FIL	1,965,930.89			1,965,930.89
1300-3081 IMPROVE-06-CATHODIC PROTE	20,907.57			20,907.57
1300-3082 IMPROVE-06-SUBSTATION UPGR	49,767.00			49,767.00
1300-3083 IMPROVE-06-PLANT EQUIP	81,652.04			81,652.04
1300-3084 IMPROVE-06-SITE IMPR & UPG	61,707.03			61,707.03

DESCRIPTION	BEGINNING BALANCE	MONTH CHANGE	Y-T-D CHANGE	ENDING BALANCE
1300-3085 IMPROVE-06-WW PROC IMPR &	\$105,413.90			\$105,413.90
1300-3086 IMPROVE-06-INSTR IMPR & UP	44,311.04			44,311.04
1300-3087 IMPROVE-06-SEC CLARIFIER C	262,013.45			262,013.45
1300-3090 IMPROVE-07-OCTOPUS-CENTRIF	19,280.00			19,280.00
1300-3091 IMPROVE-07-BIOFILTER DESIG	51,420.00			51,420.00
1300-3092 IMPROVE-07-SEC CLARIFIER B	495,601.86			495,601.86
1300-3093 IMPROVE-07-SEC CLAR PHASE	247,162.22			247,162.22
1300-3094 IMPROVE-08-SCREW PUMP VIBR	13,597.07			13,597.07
1300-3095 IMPROVE-08-ODOR/VENT SYSTE	322,981.51			322,981.51
1300-3096 IMPROVE-08-SODIUM BISULFIT	18,426.09			18,426.09
1300-3097 IMPROVE-08-STREET LIGHT RE	31,555.75			31,555.75
1300-3098 IMPROVE-08-SAFETY B8 TANK	56,022.45			56,022.45
1300-3099 IMPROVE-08-DISINFECTION SA	12,401.93			12,401.93
1300-3107 IMPROVE-02-DIVISION D UPGR	2,501,686.22			2,501,686.22
1300-3109 IMPROVE-02-I/I REDUCTION	79,781.33			79,781.33
1300-3110 IMPROVE-02-INTERCEPT TELEV	59,850.00			59,850.00
1300-3113 IMPROVE-02-H'TOWN INT RELO	111,736.00			111,736.00
1300-3114 IMPROVE-03-CONVEY MSTR PLN	378,224.72			378,224.72
1300-3116 IMPROVE-03-INTERCEPT CLN	90,667.50			90,667.50
1300-3118 IMPROVE-03-OVERFLW ALTERN	21,588.46			21,588.46
1300-3119 IMPROVE-03-POLK STA UPGR	102,971.02			102,971.02
1300-3124 IMPROVE-04-ENDION VFD	70,228.94			70,228.94
1300-3125 IMPROVE-04-DIMMINUTERS	30,718.90			30,718.90
1300-3126 IMPROVE-04-BIOFILTER MTCE	37,273.44			37,273.44
1300-3127 IMPROVE-04-CONVEYANCE IMP	92,394.73			92,394.73
1300-3128 IMPROVE-04-INTERCEPT INSP	123,108.28			123,108.28
1300-3129 IMPROVE-04-BRISTOL ST WET	594,241.49			594,241.49
1300-3130 IMPROVE-04-PUMP STA I&C UP	1,081,930.11			1,081,930.11
1300-3132 IMPROVE-04-POLK ST INTERC	421,974.20			421,974.20
1300-3133 IMPROVE-91-MISC CONVEY IMP	187,396.93			187,396.93
1300-3134 IMPROVE-04-BACKUP POWER	7,027,604.64			7,027,604.64
1300-3135 IMPROVE-05-OVERFLOW STRUCT	587,017.50			587,017.50
1300-3136 IMPROVE-05 CLEAN INTERCEPT	83,604.72			83,604.72
1300-3137 IMPROVE-05 REPL LAKESIDE P	34,068.00			34,068.00
1300-3139 IMPROVE-05-CONVEYANCE IMP	72,966.35			72,966.35
1300-3140 IMPROVE-05-TRINITY RD CROS	103,295.87			103,295.87
1300-3141 IMPROVE-05-DSGN FOR 2006	278,878.54			278,878.54
1300-3142 IMPROVE-06-KNWL CK REHAB	1,571,758.73			1,571,758.73
1300-3143 IMPROVE-06-LS OVERFLOW	389,476.99			389,476.99
1300-3144 IMPROVE-06-ONEOTA P.S.	2,374,825.02			2,374,825.02
1300-3145 IMPROVE-06-CONVEYANCE IMP	129,994.32			129,994.32
1300-3146 IMPROVE-06-SAPPI SURGE PON	108,187.10			108,187.10
1300-3147 IMPROVE-06-2007 CAP IMPR P	28,462.21			28,462.21
1300-3148 IMPROVE-06-DIV C/CN RR CRO	240,390.75			240,390.75
1300-3149 IMPROVE-07-DIV D PIPELINE	2,424,500.71			2,424,500.71
1300-3151 IMPROVE-07-PREFAB PUMP STA	30,608.93			30,608.93
1300-3153 IMPROVE-07-PROCTOR METER S	25,950.00			25,950.00
1300-3154 IMPROVE-07-SPARE CONV TRAN	57,844.27			57,844.27
1300-3155 IMPROVE-07-HIGH CAP PUMP V	30,117.92			30,117.92
1300-3156 IMPROVE-08-CMOM IMPL-SYS C	311,166.11			311,166.11
1300-3157 IMPROVE-08-CONV VIBR SENSO	15,072.23			15,072.23
1300-3158 IMPROVE-08-FLOW MONITORING	54,982.19			54,982.19
1300-3159 IMPROVE-08-UPPER SCANLON I	1,015,386.88			1,015,386.88
1300-3160 IMPROVE-08-SCANLON UNMETER	68,123.46			68,123.46
1300-3161 IMPROVE-08-SCANLON PUMP ST	2,369,371.35			2,369,371.35

DESCRIPTION	BEGINNING BALANCE	MONTH CHANGE	Y-T-D CHANGE	ENDING BALANCE
1300-3162 IMPROVE-08-HERMANTOWN INTE	\$150,114.88			\$150,114.88
1300-3163 IMPROVE-08-GENERAL INTERCE	31,821.36			31,821.36
1300-3164 IMPROVE-08-BAYVIEW/PROCTOR	80,405.02			80,405.02
1300-3165 IMPROVE-08-INTERCEPTOR ACC	74,010.11			74,010.11
1300-3166 IMPROVE-08-WEST INTERCEPTO	15,385.00			15,385.00
1300-3167 IMPROVE-08-ATV DISCRETIONA	13,152.75			13,152.75
1300-3168 IMPROVE-08-OFFICE FURNTIUR	27,916.19			27,916.19
1300-3169 IMPROVE-08-TRANSFORMER REP	92,884.04			92,884.04
1300-3170 IMPROVE-08-WEST INTERCEPTO	56,951.39			56,951.39
1300-3171 IMPROVE-08-KNOWLTON CREEK	11,411.95			11,411.95
1300-3172 IMPROVE-08-PIKE LAKE PUMP	50,096.86			50,096.86
1300-3173 IMPROVE-08-BLDG 9 CONFEREN	879.65			879.65
1300-3174 IMPROVE-08-PROCTOR INTERCE	295,548.85			295,548.85
1300-3175 IMPROVE-08-O2 MIXER PROG/R	114,520.03			114,520.03
1300-3176 IMPROVE-08-LIGHTING IMPROV	2,690.40			2,690.40
1300-3177 IMPROVE-08-PUMP STATION EN	32,742.70			32,742.70
1300-3178 IMPROVE-08-HYDRAULIC MODEL	48,365.29			48,365.29
1300-3179 IMPROVE-08-SAPPI SURGE PON	48,586.59			48,586.59
1300-3180 IMPROVE-08-DISCHARGE PRESS	16,657.66			16,657.66
1300-3181 IMPROVE-08-DIGESTER REHAB	468,849.09			468,849.09
1300-3182 IMPROVE-08-WW SERV MASTER	134,538.95			134,538.95
1300-3183 IMPROVE-08-CMOM PROGRAM DE	68,960.02			68,960.02
1300-3184 IMPROVE-09-LIFTING BEAMS/H	33,389.56			33,389.56
1300-3185 IMPROVE-09-INTER REHAB (HE	125,366.79			125,366.79
1300-3186 IMPROVE-09-HERMANTOWN FLOW	345,773.77			345,773.77
1300-3187 IMPROVE-09-PROCESS CONTROL	1,369,580.48			1,369,580.48
1300-3188 IMPROVE-09-MSTR PLAN 02 PL	155,789.98			155,789.98
1300-3190 IMPROVE-09-POLK ST PUMP ST	5,079,695.20			5,079,695.20
1300-3191 IMPROVE-09-BIOGAS UTILIZAT	43,824.00			43,824.00
1300-3192 IMPROVE-09-AIR SCOUR AUTOM	3,254.78			3,254.78
1300-3193 IMPROVE-09-DISINFECTION	238,839.08			238,839.08
1300-3194 IMPROVE-09-CAMERA SYSTEM	12,930.71			12,930.71
1300-3195 IMPROVE-09-AIR RELEASE VAL	18,914.90			18,914.90
1300-3197 IMPROVE-09-GARY PUMP STATI	915,639.16			915,639.16
1300-3198 IMPROVE-09-ELEVATOR-CODE I	7,800.01			7,800.01
1300-3199 IMPROVE-08-FUEL OIL METERS	3,082.30			3,082.30
1300-3200 IMPROVE-09-RAILROAD STREET	333,138.97			333,138.97
1300-3201 IMPROVE-09-BLDG 2 CONTROL	2,940.00			2,940.00
1300-3202 IMPROVE-09-BLDG 10 LIGHTIN	46,542.55			46,542.55
1300-3203 IMPROVE-09-MERCURY ANALYZE	17,764.77			17,764.77
1300-3204 IMPROVE-09-ARC FLASH SAFET	7,389.80			7,389.80
1300-3205 IMPROVE-09-CLOQUET SAMPLIN	59.00			59.00
1300-3206 IMPROVE-09-CONCRETE REPAIR	35,675.00			35,675.00
1300-3207 IMPROVE-09-SKIMMER DRIVE	8,201.58			8,201.58
1300-3208 IMPROVE-09-RIDGEVIEW ROAD	15,986.63			15,986.63
1300-3209 IMPROVE-09-DOME FALL PROTE	13,306.02			13,306.02
1300-3210 IMPROVE-10-HVAC BLDG 11 EV	600.00			600.00
1300-3211 IMPROVE-10-HERMANTOWN/WOOD	774,624.04			774,624.04
1300-3212 IMPROVE-10-PIKE LAKE STORA	991,190.25			991,190.25
1300-3213 IMPROVE-10-INFOR MAINT MNG	140,478.66			140,478.66
1300-3214 IMPROVE-09-ZOOM CAMERA	16,843.51			16,843.51
1300-3216 IMPROVE-10-ELECTRICAL RELI	2,235,959.43			2,235,959.43
1300-3217 IMPROVE-10-BIOFILTER HUMID	16,603.10			16,603.10
1300-3218 IMPROVE-10-LOW PRESSURE AI	316,232.78			316,232.78
1300-3220 IMPROVE-10-AIR RELEASE VAL	22,132.10			22,132.10

DESCRIPTION	BEGINNING BALANCE	MONTH CHANGE	Y-T-D CHANGE	ENDING BALANCE
1300-3221 IMPROVE-10-EIM ACTUATORS	\$25,353.18			\$25,353.18
1300-3222 IMPROVE-10-RAILROAD STREET	151,571.55			151,571.55
1300-3223 IMPROVE-10-TRANSFER STATIO	43,248.04			43,248.04
1300-3224 IMPROVE-10-ENERGY METRICS	12,377.69			12,377.69
1300-3225 IMPROVE-10-FLAG POLE	5,000.04			5,000.04
1300-3227 IMPROVE-10-BUILDING 13 IMP	37,353.04			37,353.04
1300-3232 IMPROVE-11-PROCTOR INTERCE	479,363.44			479,363.44
1300-3233 IMPROVE-10-CETAC ENVIRONME	4,923.30			4,923.30
1300-3234 IMPROVE-11-MIDWAY TWN METE	64,208.73			64,208.73
1300-3235 IMPROVE-11-SCANLON INTERCE	10,508,690.57			10,508,690.57
1300-3236 IMPROVE-11-CMMS INTEGRATIO	645,789.42			645,789.42
1300-3237 IMPROVE-11-HEADWORKS GRIT	10,958,600.96			10,958,600.96
1300-3238 IMPROVE-11-DIGESTER #2 REH	418,117.18			418,117.18
1300-3239 IMPROVE-11-FACILITY WIDE H	145,551.41			145,551.41
1300-3240 IMPROVE-11-SEPTIC AREA DEW	50,822.00			50,822.00
1300-3241 IMPROVE-11-ROOFTOP RAMP AN	92,091.00			92,091.00
1300-3242 IMPROVE-11-FORCEMAIN INSPE	21,701.30			21,701.30
1300-3243 IMPROVE-11-PLANT PAVING IM	31,029.70			31,029.70
1300-3244 IMPROVE-12-O2 PLANT COMPRE	14,419.56			14,419.56
1300-3245 IMPROVE-11-THICKNER COVER	51,462.18			51,462.18
1300-3246 IMPROVE-12-CLOQUET (DIV F)	4,394,846.76			4,394,846.76
1300-3247 IMPROVE-12-MAKI RD ARV ISO	150,406.83			150,406.83
1300-3248 IMPROVE-11-BIOFILTER MEDIA	180,468.30			180,468.30
1300-3250 IMPROVE-12-ENERGY RECOVERY	50,814.31			50,814.31
1300-3251 IMPROVE-11-PLANT PIPING	108,302.87			108,302.87
1300-3252 IMPROVE-11-CONCRETE REPAIR	149,885.05			149,885.05
1300-3253 IMPROVE-13-DISINFECTION ST	828,170.33			828,170.33
1300-3257 IMPROVE-12-CODE WIRING (PI	35,564.03			35,564.03
1300-3258 IMPROVE-11-BLDG 2 OPERATOR	17,391.05			17,391.05
1300-3263 IMPROVE-13-TANK DRAINAGE P	118,279.30			118,279.30
1300-3267 IMPROVE-12-LAND APP GIS	98,758.91			98,758.91
1300-3269 IMPROVE-13-ENDION COMMUNUT	349,643.71			349,643.71
1300-3270 IMPROVE-12-REACTOR INFLUEN	47,475.13			47,475.13
1300-3272 IMPROVE-12-SHELVING	9,866.43			9,866.43
1300-3273 IMPROVE-12-BLDG 8 OFFICE F	7,626.67			7,626.67
1300-3276 IMPROVE-13-ISOLATION VALVE	52,707.99			52,707.99
1300-3285 IMPROVE-13-BOILER EMERGENC	13,887.68			13,887.68
1300-3291 IMPROVE-13-DISINFECTION OP	162,084.34			162,084.34
1300-3300 IMPROVE-13-MIS OFFICE IMPR	40,980.88			40,980.88
1300-3301 IMPROVE-12-OXYGEN PLANT EF	387,184.56			387,184.56
1300-3303 IMPROVE-13-BIOFILTER FAN D	27,389.57			27,389.57
1300-3304 IMPROVE-14-BIOGAS CONDITIO	11,530,388.58			11,530,388.58
1300-3305 IMPROVE-14-COLLECTION SYST	140,433.86			140,433.86
1300-3306 IMPROVE-14-MISC INTERCEPTO	1,483,188.17			1,483,188.17
1300-3307 IMPROVE-14-REACTOR DECK EX	61,145.00			61,145.00
1300-3308 IMPROVE-14-ESKO PUMP STATI	2,934,860.71			2,934,860.71
1300-3309 IMPROVE-14-PUMPING STATION	10,106.10			10,106.10
1300-3311 IMPROVE-14-SCANLON GARAGE	11,966.75			11,966.75
1300-3312 IMPROVE-14-DAVIT ARM BASE	38,037.79			38,037.79
1300-3313 IMPROVE-14-CLARIFIER INVES	1,642,956.80			1,642,956.80
1300-3314 IMPROVE-14-FERRIC CHLORIDE	12,952.55			12,952.55
1300-3316 IMPROVE-14-DRIOX LOADOUT P	39,172.94			39,172.94
1300-3318 IMPROVE-14-LIFTING BEAM IM	9,156.51			9,156.51
1300-3319 IMPROVE-14-SCREW PUMP EVAL	26,582.22			26,582.22
1300-3320 IMPROVE-14-PLANT HEAT PROJ	102,499.25			102,499.25

DESCRIPTION	BEGINNING BALANCE	MONTH CHANGE	Y-T-D CHANGE	ENDING BALANCE
1300-3321 IMPROVE-14-CLARIFIER/FLOC	\$15,972.74			\$15,972.74
1300-3322 IMPROVE-14-MANHOLE COVER R	26,398.13			26,398.13
1300-3323 IMPROVE-15-SCANLON MOTOR R	47,841.87			47,841.87
1300-3324 IMPROVE-15-LIGHTING KNOWLT	44,293.00			44,293.00
1300-3325 IMPROVE-15-SCANLON DIV D P	4,873,154.93			4,873,154.93
1300-3326 IMPROVE-15-JOY COMPRESSOR	22,547.00			22,547.00
1300-3327 IMPROVE-15-UTILITY/ENERGY	25,000.00			25,000.00
1300-3328 IMPROVE-15-BLDG 11 ROLLUP	40,000.00			40,000.00
1300-3329 IMPROVE-15-O2 REACTOR EVAL	247,598.44			247,598.44
1300-3330 IMPROVE-14-HIGH STRENGTH W	70,460.00			70,460.00
1300-3331 IMPROVE-15-BLDG 11 DRIVE T	10,691.00			10,691.00
1300-3332 IMPROVE-15-ROOFTOP FALL PR	170,279.63			170,279.63
1300-3333 IMPROVE-15-KNOWLTON LIFTIN	114,375.00			114,375.00
1300-3334 IMPROVE-16-LAKESIDE INTERC	396,332.45			396,332.45
1300-3335 IMPROVE-15-BOARD ROOM AUDI	22,733.64			22,733.64
1300-3336 IMPROVE-16-SCREW PUMP IMPR	779,038.33			779,038.33
1300-3337 IMPROVE-16-WRENSHALL PUMP	968,833.17			968,833.17
1300-3338 IMPROVE-16-INTERCEPTOR ASS	70,000.00			70,000.00
1300-3339 IMPROVE-15-PLANT WATER/WAS	520,407.76			520,407.76
1300-3341 IMPROVE-15-OXYGEN PLANT -	16,135,207.18			16,135,207.18
1300-3344 IMPROVE-15-EAST INTERCEPTO	189,349.50			189,349.50
1300-3345 IMPROVE-16-FACILTY & SITE	127,492.25			127,492.25
1300-3346 IMPROVE-16-IT IMPROVEMENTS	889,234.25			889,234.25
1300-3349 IMPROVE-95-CLQ FLOW MONITO	28,387.44			28,387.44
1300-3350 IMPROVE-16-LEVEL/FLOW SENS	20,599.65			20,599.65
1300-3360 IMPROVE-96-GARY PUMP STA	706,107.25			706,107.25
1300-3362 IMPROVE-17-MISC INTERCEPTO	2,118,012.70			2,118,012.70
1300-3366 IMPROVE-17-SCANLON INTERCE	2,069,099.44			2,069,099.44
1300-3367 IMPROVE-17-SCREW PUMP IMPR	678,051.19			678,051.19
1300-3368 IMPROVE-17-SCANLON INTERCE	2,345,794.62			2,345,794.62
1300-3376 IMPROVE-17-BIOGAS CLEAN CO	55,010.00			55,010.00
1300-3377 IMPROVE-17-FERRIC IMPROVEM	10,840.80			10,840.80
1300-3381 IMPROVE-17-REDUNDANT O2 AN	18,660.31			18,660.31
1300-3385 IMPROVE-18-CHP MAIN SWITCH	3,950,695.09			3,950,695.09
1300-3391 IMPROVE-17-HYPERCONVERGE I	296,895.43			296,895.43
1300-3392 IMPROVE-00-COLLECT SYS	196,103.63			196,103.63
1300-3399 IMPROVE-01-I/I REDUCTION	97,235.00			97,235.00
1300-3400 IMPROVE-17-SECONDARY CLARI	4,520,671.30			4,520,671.30
1300-3401 IMPROVE-18-ELEVATOR CODE I	96,552.00			96,552.00
1300-3402 IMPROVE-18-CLOQUET PUMP ST	994,200.85			994,200.85
1300-3403 IMPROVE-18-SCANLON PUMP ST	459,261.87			459,261.87
1300-3405 IMPROVE-19-CHP - BIOGAS EN	4,017,870.17		278,922.82	4,296,792.99
1300-3406 IMPROVE-18-PA SYSTEM REPLA	579,426.65	77,930.62	78,305.62	657,732.27
1300-3407 IMPROVE-18-BLDG 11 MCC AND	17,242.00			17,242.00
1300-3408 IMPROVE-19-IT IMPROVEMENTS	8,871.60			8,871.60
1300-3409 IMPROVE-19-HERMANTOWN INTE	189,026.39			189,026.39
1300-3410 IMPROVE-19-MISC INTERCEPTO	1,747,998.47			1,747,998.47
1300-3411 IMPROVE-19-CCTV EQUIPMENT,	323,222.72			323,222.72
1300-3412 IMPROVE-19-MISC FORCEMAIN	5,018,167.34		486.89	5,018,654.23
1300-3413 IMPROVE-19-GARY PUMP IMPRO	55,224.38			55,224.38
1300-3414 IMPROVE-19-SCREW PUMP IMPR	361,300.00			361,300.00
1300-3415 IMPROVE-19-IT IMPROVEMENTS	45,000.00			45,000.00
1300-3416 IMPROVE-19-ROOF REPLACEMEN	257,465.00			257,465.00
1300-3417 IMPROVE-19-BOILER PROGRAMM	113,408.41			113,408.41
1300-3418 IMPROVE-19-WRENSHALL GENER	81,549.00			81,549.00

DESCRIPTION	BEGINNING BALANCE	MONTH CHANGE	Y-T-D CHANGE	ENDING BALANCE
1300-3419 IMPROVE-19-BLDG 9 IMPROVEM	\$769,011.06			\$769,011.06
1300-3420 IMPROVE-19-PLANT PROCESS P	219,570.96			219,570.96
1300-3421 IMPROVE-19-INSULATED GARAG	12,000.00			12,000.00
1300-3422 IMPROVE-20-WEST INTERCEPTO	58,561.71			58,561.71
1300-3423 IMPROVE-20-HERMANTOWN INTE	1,550,055.23			1,550,055.23
1300-3424 IMPROVE-20-THICKENER & ODO	603,679.40		30,855.80	634,535.20
1300-3425 IMPROVE-20-IT IMPROVEMENTS	43,919.70		10,627.40	54,547.10
1300-3426 IMPROVE-20-BLDG 11 TRUCK D	638,409.22			638,409.22
1300-3427 IMPROVE-20-CLOQUET PUMP ST	118,026.33			118,026.33
1300-3429 IMPROVE-20-AST/UST REPLACE	71,236.44			71,236.44
1300-3431 IMPROVE-20-LIGHTING CONTRO	72,146.67			72,146.67
1300-3433 IMPROVE-20-PUMP STATION GE	155,913.70			155,913.70
1300-3440 IMPROVE-20-CLOQUET INTERCE	1,109,078.84	1,036,399.57	1,009,820.17	2,118,899.01
1300-3441 IMPROVE-20-VACTOR TRUCK DI	265,719.00			265,719.00
1300-3447 IMPROVE-02-INCIN DEMO	51,114.39			51,114.39
1300-3448 IMPROVE-20-PLANT AIR SYSTE	583,699.47		18,208.60	601,908.07
1300-3449 IMPROVE-20-SCREW PUMP IMPR	483,584.00			483,584.00
1300-3450 IMPROVE-20-CHLORINE ANALYZ	12,114.48			12,114.48
1300-3451 IMPROVE-20-ROOF PRECAST PA	92,700.00			92,700.00
1300-3452 IMPROVE-20-KNOWLTON CREEK	387,106.70		637.50	387,744.20
1300-3453 IMPROVE-21-MANHOLE IMPROVE	96,128.00			96,128.00
1300-3455 IMPROVE-21-WRENSHALL FORCE	186,994.58		80,526.37	267,520.95
1300-3456 IMPROVE-21-MERCURY REDUCTI	167,364.97			167,364.97
1300-3457 IMPROVE-21-VILLAGE OF OLIV	25,919.79			25,919.79
1300-3458 IMPROVE-21-POLK ST PUMP ST	9,000.00			9,000.00
1300-3460 IMPROVE-21-CENTRIFUGE CONT	119,920.19			119,920.19
1300-3462 IMPROVE-21-FACILITY & SITE	68,900.00			68,900.00
1300-3464 IMPROVE-21-SITE IMPROVEMEN	17,274.00			17,274.00
1300-3465 IMPROVE-21-PUMP STATION EV	716,513.35		319,625.20-	396,888.15
1300-3466 IMPROVE-21-VALVES FOR COUR	26,180.00			26,180.00
1300-3467 IMPROVE-21-WIRELESS FOR SM	20,923.94	783.06	6,602.04	27,525.98
1300-3468 IMPROVE-21-BLDG 9 AIR COND	62,077.11	23,961.29	74,235.79	136,312.90
1300-3469 IMPROVE-22-CARLTON PUMP ST	1,671,202.08	21,014.23	338,632.10	2,009,834.18
1300-3470 IMPROVE-22-PLANT PROCESS P	56,885.30			56,885.30
1300-3471 IMPROVE-22-BRISTOL STREET	1,320,069.66		335,125.20	1,655,194.86
1300-3472 IMPROVE-21-EFFLUENT HYDROL	49,015.00			49,015.00
1300-3474 IMPROVE-22-ENERGY MASTER P	286,977.62		20,903.64	307,881.26
1300-3475 IMPROVE-22-COLD STORAGE PA	38,106.74			38,106.74
1300-3476 IMPROVE-22-LIFTING BEAM IM	53,875.00			53,875.00
1300-3478 IMPROVE-22-BLEACH FEED STU	16,061.05			16,061.05
1300-3481 IMPROVE-22-WWTP FACILITY G	3,460.00			3,460.00
1300-3482 IMPROVE-22-PIKE LAKE MANHO	22,466.09			22,466.09
1300-3483 IMPROVE-22-NOVA BIOGAS ANA	21,226.63			21,226.63
1300-3485 IMPROVE-22-BIOFILTER MEDIA	16,990.00			16,990.00
1300-3486 IMPROVE-22-BLDG 12 STORAGE	20,726.00			20,726.00
1300-3490 IMPROVE-22-PROCTOR PUMP ST	108,458.08		180.00	108,638.08
1300-3491 IMPROVE-23-EFFLUENT FILTRA			1,633.18	1,633.18
1300-3492 IMPROVE-23-CLOQUET PUMP ST	165.67		2,585.95	2,751.62
1300-3493 IMPROVE-22-CLARIFIER 2 REH	298,287.69	19,697.90	349,344.98	647,632.67
1300-3494 IMPROVE-22-FLOW METER HARD			66,615.00	66,615.00
1300-3496 IMPROVE-23-BLDG 25 EXHAUST			1,500.00	1,500.00
1300-3497 IMPROVE-22-HVAC CONTROL UP			35,910.00	35,910.00
1300-3499 IMPROVE-23-REMOTE SWITCH A		41,409.89	41,409.89	41,409.89
1300-3500 IMPROVE-23-ERP & ASSET MAN		12,760.00	12,760.00	12,760.00
1300-3601 IMPROVE-98-DEWATERING DSGN	32,418,203.06			32,418,203.06

DESCRIPTION	BEGINNING BALANCE	MONTH CHANGE	Y-T-D CHANGE	ENDING BALANCE
1300-3604 IMPROVE-99-BIOSOLIDS LAB	\$14,923.80			\$14,923.80
1300-3605 IMPROVE-00-GATEHOUSE AUTO	37,997.74			37,997.74
1300-3610 IMPROVE-02-BLDG 8 RESTORE	37,594.64			37,594.64
1300-3612 IMPROVE-02-BIOSOLIDS UPGR	99,114.13			99,114.13
1300-3614 IMPROVE-08-BIOS NUTRIENT M	62,000.00			62,000.00
1300-3615 IMPROVE-08-BIOSOLIDS ECONO	3,167.68			3,167.68
1300-8218 IMPROVE-01-GL AQUARIUM EX	25,000.00			25,000.00
1300-8220 IMPROVE-02-CARPETING	57,196.61			57,196.61
1300-8221 IMPROVE-02-MIS SYS STUDY	52,031.16			52,031.16
1300-8428 IMPROVE-02-FACILITY DOC	45,057.69			45,057.69
1300-8433 IMPROVE-03-SECURITY IMPR	27,034.03			27,034.03
1300-8434 IMPROVE-04-DISINFECT PILOT	210,418.99			210,418.99
1300-8435 IMPROVE-04-STAGE-GATE	63,499.69			63,499.69
1300-8436 IMPROVE-05-I & I MONITOR	354,696.80			354,696.80
1300-8439 IMPROVE-05-ASSESSMENT	98,479.67			98,479.67
1300-8440 IMPROVE-06-COMPUTER UPGRAD	58,724.17			58,724.17
1300-8441 IMPROVE-06-PLOTTER	6,123.75			6,123.75
1300-8442 IMPROVE-06-SECURITY IMPR	153,059.21			153,059.21
1300-8443 IMPROVE-06-FUTURE PROJ DEV	46,796.15			46,796.15
1300-8447 IMPROVE-07-FUTURE PROJ DEV	67,079.59			67,079.59
1300-8448 IMPROVE-07-HYDR MODEL CONV	6,694.97			6,694.97
1300-8449 IMPROVE-07-ENG DRAWINGS	49,556.93			49,556.93
1300-8450 IMPROVE-07-ENG FILE STORAG	2,136.75			2,136.75
1300-8451 IMPROVE-07-CONSENT DECREE	428.21			428.21
1300-8719 IMPROVE-03-LAB EQUIPMENT	20,580.06			20,580.06
1300-8720 IMPROVE-03-LARGE VOL TEST	52,468.16			52,468.16
1300-8722 IMPROVE-04-LAB EQUIPMENT	19,462.82			19,462.82
1300-8723 IMPROVE-04-POLLUTION MIN	46,212.57			46,212.57
1300-8724 IMPROVE-05-LARGE VOL TEST	35,592.94			35,592.94
1300-8725 IMPROVE-05-TMDL DEVELOP	28,945.00			28,945.00
1300-8726 IMPROVE-06-LARGE VOL TEST	68,332.50			68,332.50
1300-8728 IMPROVE-07-NPDES MERCURY C	73,718.77			73,718.77
1300-8882 IMPROVE-02-SITE IMPROVE	91,108.08			91,108.08
1300-8883 IMPROVE-02-OCCUPANCY PLAN	59,982.14			59,982.14
1300-8885 IMPROVE-02-SPRINKLER PROT	28,322.64			28,322.64
1300-8889 IMPROVE-04-LIFTING BEAMS	15,170.36			15,170.36
1300-8890 IMPROVE-04-MAINT EQUIP	35,779.81			35,779.81
1300-8892 IMPROVE-04-ROOF REPLACE	128,894.57			128,894.57
1300-8893 IMPROVE-05-LIFTING BEAMS	14,602.00			14,602.00
1300-8896 IMPROVE-05-SYSTEM STUDY	25,155.53			25,155.53
1300-8900 IMPROVE-06-LIFTING BEAMS	36,012.27			36,012.27
1300-8903 IMPROVE-06-OFFICE IMPROV	16,877.67			16,877.67
1300-8904 IMPROVE-06-FIRE SUPPRESS	143,788.88			143,788.88
1300-8905 IMPROVE-06-A/P STUDY	23,890.00			23,890.00
1300-8906 IMPROVE-07-PROCESS COST ST	100,609.04			100,609.04
1300-8909 IMPROVE-07-BLDG 8 OFFICE I	93,068.93			93,068.93
1300-8910 IMPROVE-07-LIFT BEAM SAFET	17,565.21			17,565.21
1300-8911 IMPROVE-08-LIFT BEAM SAFET	20,092.78			20,092.78
1300-8912 IMPROVE-07-FIN/MAINT SOFTW	782,857.98			782,857.98
1300-9201 FLOOD-12-HERMANTOWN INTERC	296,002.43			296,002.43
1300-9202 FLOOD-12-PROCTOR INTERCEPT	185,363.22			185,363.22
1300-9203 FLOOD-12-PROCTOR METER STA	206,648.80			206,648.80
1300-9204 FLOOD-12-SCANLON INTERCEPT	3,609,953.21			3,609,953.21
1300-9205 FLOOD-12-THOMSON FORCE MAI	80,294.24			80,294.24
1300-9206 FLOOD-12-JAY COOKE FORCE M	32,000.36			32,000.36

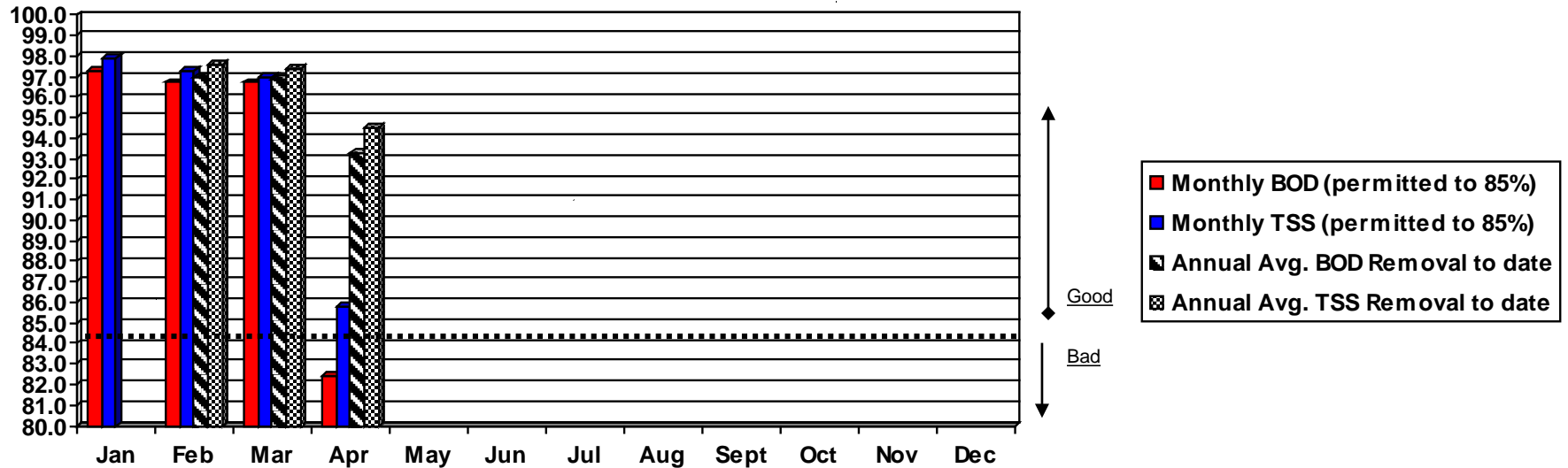
DESCRIPTION	BEGINNING BALANCE	MONTH CHANGE	Y-T-D CHANGE	ENDING BALANCE
1300-9207 FLOOD-12-JAY COOKE GRAVITY	\$90,160.93			\$90,160.93
1300-9208 FLOOD-12-SCANLON INT (SLOP	4,055,525.44			4,055,525.44
1300-9209 FLOOD-12-POLK ST RETAINING	35,825.87			35,825.87
1320-0000 IMPROVEMENTS-OTHER	114,172.62			114,172.62
1340-0000 MOTOR VEHICLES	1,359,140.17			1,359,140.17
1340-3615 MOTOR VEH-04-DISC IMPROV	51,492.67			51,492.67
1340-3702 MOTOR VEH-11-LAND APP TRAC	118,149.20			118,149.20
1340-3703 MOTOR VEH-12-FLEET REPLACE	221,501.52			221,501.52
1340-8888 MOTOR VEH-03-VEH REPLACE	30,660.34			30,660.34
1340-8891 MOTOR VEH-04-VEHICLE REPL	29,810.90			29,810.90
1340-8894 MOTOR VEH-05-GRIT TRAILER	46,419.73			46,419.73
1340-8895 MOTOR VEH-05-VEH REPLACE	27,229.01			27,229.01
1340-8899 MOTOR VEH-06-BIOSOLIDS SPR	37,608.42			37,608.42
1340-8902 MOTOR VEH-06-VEH REPLACE	86,529.33			86,529.33
1340-8906 MOTOR VEH-07-CONV PICKUP	39,080.85			39,080.85
1340-8907 MOTOR VEH-09-SMALL FLEET	28,884.68			28,884.68
1340-8908 MOTOR VEH-09-LAB SAMPLE VE	10,249.22			10,249.22
1340-8909 MOTOR VEH-10-BIOSOLIDS TRA	164,865.82			164,865.82
1340-8910 MOTOR VEH-10-FLEET REPLACE	66,750.75			66,750.75
1340-8911 MOTOR VEH-11-MAINTAINER	104,956.86			104,956.86
1340-8913 MOTOR VEH-13-BIOSOLIDS TRA	205,145.39			205,145.39
1340-8914 MOTOR VEH-15-BIOSOLIDS TRA	121,653.70			121,653.70
1340-8915 MOTOR VEH-15-HHW TRUCK	35,664.43			35,664.43
1340-8916 MOTOR VEH-15-FLEET REPLACE	106,664.36			106,664.36
1340-8917 MOTOR VEH-15-BIOSOLIDS TRA	116,505.57			116,505.57
1340-8918 MOTOR VEH-17-COLLECTION SY	45,264.54			45,264.54
1340-8919 MOTOR VEH-17-FLEET REPLACE	103,695.43			103,695.43
1340-8920 MOTOR VEH-18-WELD TRUCK	31,035.49			31,035.49
1340-8921 MOTOR VEH-18-BIOSOLIDS LOW	84,605.50			84,605.50
1340-8922 MOTOR VEH-18-FLEET VEHICLE	55,694.34			55,694.34
1340-8923 MOTOR VEH-19-ADMIN VEHICLE	25,223.98			25,223.98
1340-8924 MOTOR VEH-19-FORKLIFT - IN	57,948.00			57,948.00
1340-8925 MOTOR VEH-20-LAND APP TRAC	117,944.48			117,944.48
1340-8926 MOTOR VEH-20-FLEET VEHICLE		54,218.50	54,218.50	54,218.50
1350-0000 PROCESS CONTROL	4,731,477.91			4,731,477.91
1620-0000 ACCUM DEPREC-FURNITURE	220,204.60-	1,155.67-	4,622.68-	224,827.28-
1640-0000 ACCUM DEPREC-EQUIPMENT	23,879,953.87-	6,418.30	27,610.19-	23,907,564.06-
1660-0000 ACCUM DEPREC-COMPUTER	3,493,812.05-	10,289.25-	41,157.00-	3,534,969.05-
1680-0000 ACCUM DEPREC-BUILDING	73,957,186.14-	9,878.17-	39,512.68-	73,996,698.82-
1700-0000 ACCUM DEPREC-IMPROVEMENTS	167,787,844.55-	779,492.33-	3,117,969.32-	170,905,813.87-
1740-0000 ACCUM DEPREC-MOTOR VEHICLE	3,428,595.92-	5,550.00-	22,200.00-	3,450,795.92-
1750-0000 ACCUM DEPREC-PROC CNTRL	4,731,477.91-			4,731,477.91-
1900-0000 EASEMENTS	207,148.67			207,148.67
1940-0000 RIGHT TO USE ASSET	253,661.00			253,661.00
1970-0000 ACCUMULATED AMORTIZATION O	50,627.00-			50,627.00-
1980-0000 DO-GERF DIF EXP & ACT ECON	26,151.00			26,151.00
1984-0000 DO-GERF CHGS IN PROP & DIF	2,554,294.00			2,554,294.00
SUB TOTAL	\$108,284,172.12	\$423,206.93	\$726,202.83-	\$107,557,969.29
TOTAL ASSETS	\$170,941,314.16	\$1,490,972.51	\$3,723,021.94	\$174,664,336.10
2000-0000 ACCOUNTS PAYABLE	\$45,978.81-	\$74,785.90	\$23,558.59-	\$69,537.40-
2010-0000 ACCRUED ACCOUNTS PAYABLE	1,663,822.60-	41,445.50-	589,935.70	1,073,886.90-
2020-0000 PO RECEIPT ACCRUAL	21,193.04-	3,619.89-	18,613.06-	39,806.10-

WESTERN LAKE SUPERIOR SANITARY DISTRICT
BALANCE SHEET
AS OF 04/30/23

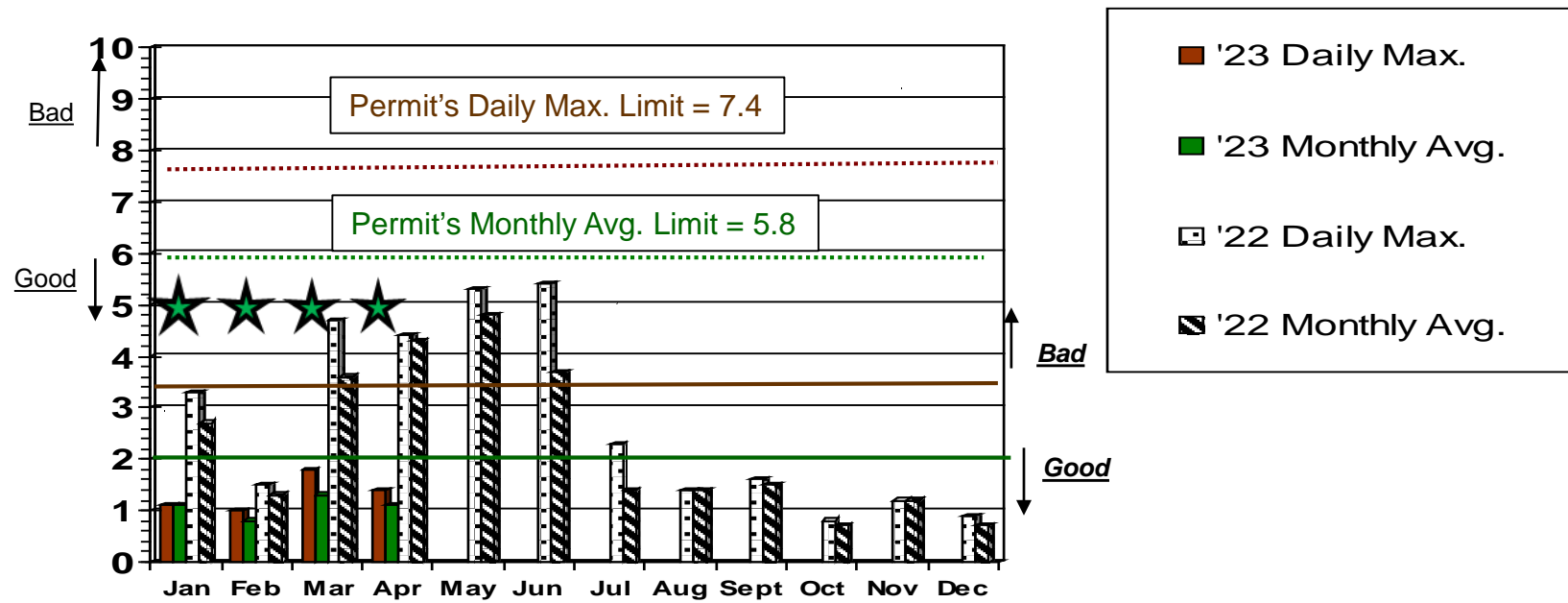
DESCRIPTION	BEGINNING BALANCE	MONTH CHANGE	Y-T-D CHANGE	ENDING BALANCE
2040-0000 ACCR SALARIES PAYABLE	\$310,137.01-	\$18,260.86-	\$3,689.88-	\$313,826.89-
2045-0000 ACCR SALARIES PAY-COMP TIM	331,305.97-	4,110.01-	12,765.22-	344,071.19-
2047-0000 ACCR SALARIES PAY-VACATION	613,962.48-		12,880.61	601,081.87-
2072-0000 ACCR INT PAY-WWT-DS	198,194.52-	52,815.00-	63,165.29	135,029.23-
2170-0000 SALES TAX PAYABLE-SW	8.00-	4.84-	23.96-	31.96-
2175-0000 SALES TAX PAYABLE-STATE		122.16-	122.16-	122.16-
2177-0000 SALES TAX PAYABLE-CITY		26.68-	26.68-	26.68-
2179-0000 SALES TAX PAYABLE-ST LOUIS		8.91-	8.91-	8.91-
2185-0000 SOLID WASTE TAX PER TON	113.00-	38.98-	52.84-	165.84-
2190-0000 SOLID WASTE TAX PER YARD	398.00-	211.22-	308.41-	706.41-
2200-0000 DUE TO OTHER GOV UNITS	323,265.00-	26,940.00	107,760.00	215,505.00-
2210-0000 DUE TO OTHER GOV-DIV C	5,701,849.73-			5,701,849.73-
2215-0000 SHORT TERM LEASE LIABILITY	68,632.00-			68,632.00-
2225-0000 DUE TO INDUSTRIES	172,873.00-	14,406.00	57,624.00	115,249.00-
2390-0000 CONTRACTS PAYABLE-RESTRICT	1,607,518.77-		1,607,518.77	
SUB TOTAL	\$11,059,251.93-	\$4,532.15-	\$2,379,714.66	\$8,679,537.27-
2440-0000 FICA DEDUCTIONS	\$20.46-		\$20.46	
2460-0000 FICA-MEDICARE DEDUCTIONS	4.77-		4.77	
2640-0000 DENTAL	8,784.28-	3,086.28	7,710.40	1,073.88-
2670-0000 BCBS AWARE/VEBA	3,834.45-	1,401.31-	4,597.33	762.88
2690-0000 LIFE	146.20	2,630.99-	32.95	179.15
2695-0000 PERA LIFE	32.00	16.00-	176.00	208.00
2700-0000 LONG-TERM DISABILITY		20.24	1,662.39	1,662.39
2710-0000 MISCELLANEOUS	22.02-		22.02	
2740-0000 RETIREES CONTRIBUTION	195.63-	70.45-	3,190.81-	3,386.44-
2750-0000 SECTION-125 DEDUCTS	12,767.14-	4,767.63	26,918.97	14,151.83
2770-0000 UNION DUES	4,101.67-		4,101.67	
2780-0000 UNITED WAY	1,028.94-	17.55-	581.64	447.30-
2792-0000 DI-GERF CHGS IN PROP & DIF	423,848.00-			423,848.00-
2793-0000 DI-GERF DIF EXP & ACT ECON	25,216.00-			25,216.00-
SUB TOTAL	\$479,645.16-	\$3,737.85	\$42,637.79	\$437,007.37-
2810-0000 DUE TO OTHER GOV-NCURR	\$45,683,227.03-	\$1,200,226.59-	\$4,638,571.46-	\$50,321,798.49-
2815-0000 LONG TERM LEASE LIABILITY	134,765.00-			134,765.00-
2875-0000 NET OPEB OBLIGATION	325,601.00-			325,601.00-
2876-0000 PERA LIABILITY - GERF	8,379,395.00-			8,379,395.00-
SUB TOTAL	\$54,522,988.03-	\$1,200,226.59-	\$4,638,571.46-	\$59,161,559.49-
RETAINED EARNINGS	\$104,879,411.22-	\$289,951.62-	\$1,506,802.93-	\$106,386,214.15-
TOTAL LIAB & RE	\$170,941,296.34-	\$1,490,972.51-	\$3,723,021.94-	\$174,664,318.28-

2023 Biochemical Oxygen Demand (cBOD) & Total Suspended Solids (TSS) Removals

- values are percentages-



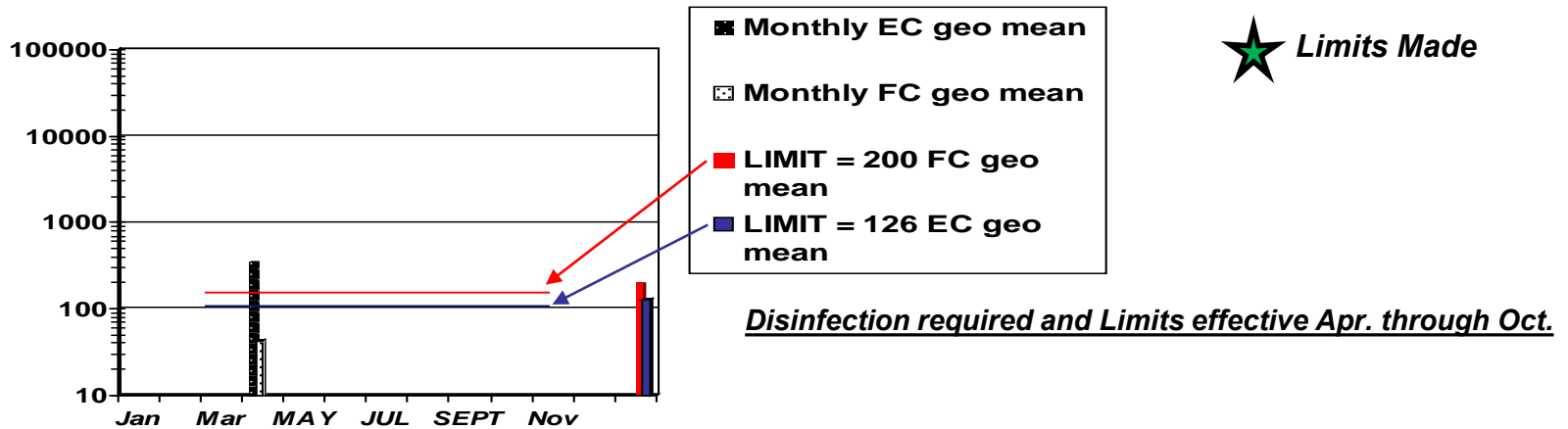
2023 Daily Maximum & Monthly Average Effluent Concentrations of Total Mercury (in ppt)



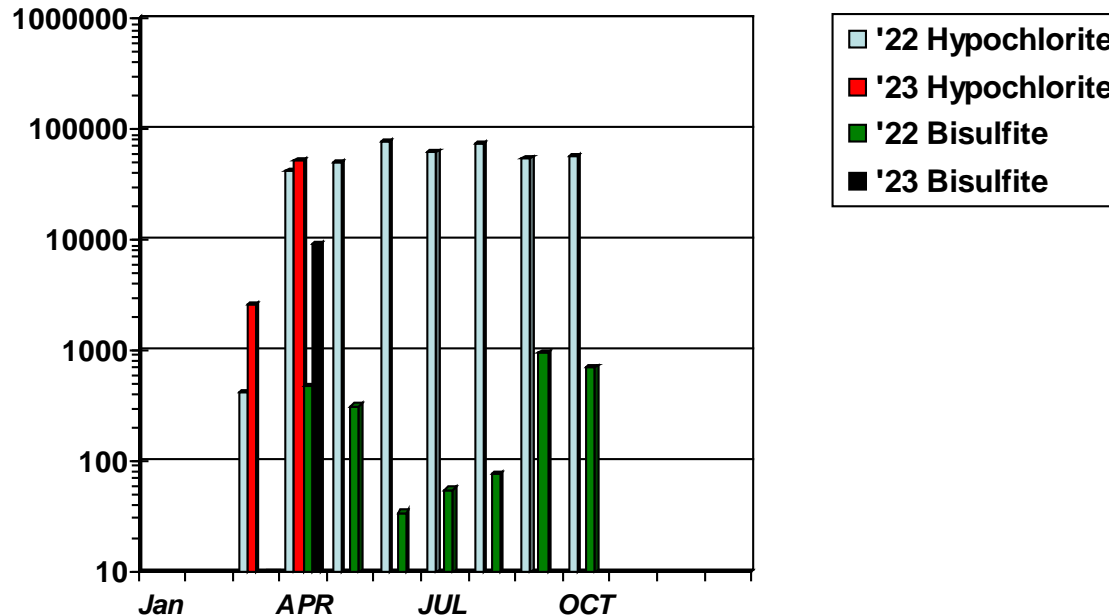
2023 Monthly Goal is ≤ 3.2 for Daily Max.
2023 Monthly Goal is ≤ 1.8 for Monthly Avg.
★ = Both Goals Made

2023 Effluent Disinfection and Chemical Use

E. coli (EC) and Fecal Coliform (FC) Levels at “end of pipe” (data are in counts per 100 mL and a log scale is used)



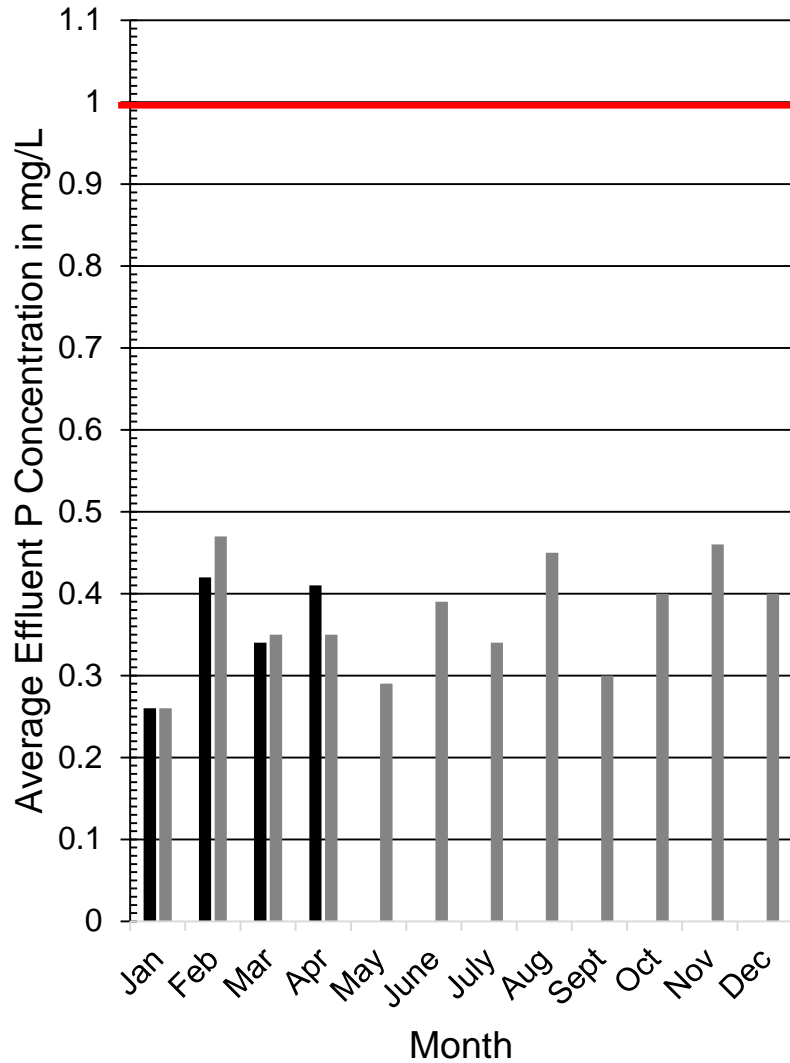
Chemical Use Comparison 2023 vs. 2022 (data are in total pounds and a log scale is used)



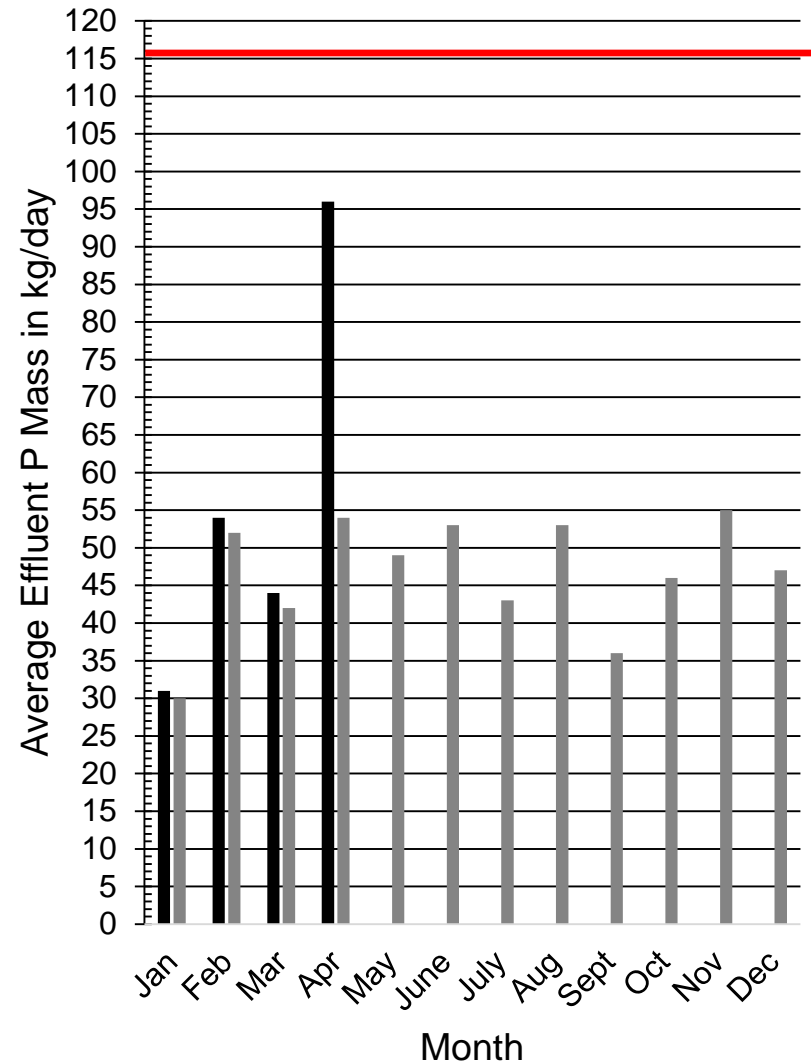
2023 Effluent Phosphorus

Previous Year in Grey

Monthly Average Concentration
LIMIT is 1.0 mg/L (ppm)



Monthly Average Mass
LIMIT is 115 kg/day



2023 Sewage Releases Reported to MPCA by WLSSD

Month	Release(s)	Location(s)	Volume (gals.) <i>-if available-</i>
January	1	Bruce Circle/Hwy 61 Esko (E008)	14,000
February	--	--	--
March	--	--	--
April	8	Becks Road (4), PRO21 (2), HT93 (1) and HT95 (1)	Foam – 235 g WW – 110,000
May			
June			
July			
August			
September			
October			
November			
December			

Total – 9 reported by WLSSD