VILLAGE OF MOUNT HOREB
E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

UTILITY COMMISSION AGENDA
Tuesday, May 14, 2024 at 7:00 PM

Municipal Building Board Room
138 E. Main Street
Mount Horeb, WI

1) Call to order
   a. Roll Call
2) Public Comments – non-agenda items
3) Consent Agenda
   a. Consideration of April 9, 2024 Meeting Minutes
4) Agenda Items
   a. Consider Bank Account Information & Check Registers for month year
   b. Electric Department Report
   c. Water Superintendent Report
   d. Wastewater Superintendent Report
5) Meeting adjournment.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT ALYSSA GAFFNEY, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-9404.

VILLAGE OF
MOUNT HOREB

AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
May 14, 2024	

AGENDA ITEM # 3.a

Consideration of April 9, 2024 Meeting Minutes

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. Draft Meeting Minutes UTIL COMM 20240409

VILLAGE OF MOUNT HOREB
E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
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UTILITY COMMISSION AGENDA
Tuesday, April 9, 2024 at 7:00 PM

DRAFT MEETING MINUTES

1) Call to order
The Utility Commission meeting of April 8, 2024 was called to order at 7:00 PM by Chairman Temby.

a. Roll Call
Present were commission members White, Vierima, McNall, Glover, Temby, and Scott. Halverson was absent. Also present were Village Administrator Nic Owen, Wastewater Superintendent John Klein, Water Superintendent Josh Hyndman, Wastewater Superintendent Michael Brace, and Finance Director/Treasurer Denise Schwenn.

2) Public Comments – non-agenda items

3) Consent Agenda

a. Consideration of February 13, 2024 Meeting Minutes
McNall moved, Glover seconded to approve the minutes of the February 13, 2024 meeting. Motion carried by voice vote.

4) Agenda Items

a. Introduction of Wastewater Superintendent, Michael Brace
The new Wastewater Superintendent Michael Brace provided a brief self-introduction and background information to the Commission members.

b. Consider Bank Account Information & Check Registers for February & March 2024
The bank account and check register information for January and February 2024 was reviewed. Glover moved, McNall seconded to approve the bank account information and check registers for February and March 2024. Motion carried by voice vote.

1. February 2024

2. March 2024

c. Electric Department Report-February & March 2024

Due to the absence of Electric Superintendent Jordan Schmitz, Administrator Nic Owen presented the Electric Department Report for February and March 2024.

d. Water Superintendent Report-February & March 2024

Water Superintendent Josh Hyndman reviewed the monthly reports for February and March 2024.

e. Wastewater Superintendent Report-February & March 2024

Wastewater Superintendent John Klein reviewed the monthly reports for February and March 2024. This being his last report, Klein expressed his happiness and confidence with the transition of responsibilities from himself to his replacement, Michael Brace. Chairman Temby and Commission members expressed their appreciation to Klein for his years of dedicated and excellent service to the Village, wishing him well in his retirement.

5) Meeting adjournment.

There being no further business before the Commission, McNall moved, White seconded to adjourn the meeting at 7:27 pm. Motion carried by voice vote.

Minutes submitted by Denise Schwenn, Finance Director/Treasurer

MOUNT HOREB UTILITIES
FOR THE MONTH ENDING 4/30/24

Checking Account Information		
Transfers In/(Out):		
Sales Tax Payment	$	(7,010.95)
Transfer from Village - sales tax	$	50.86
WPPI Monthly Payment	$	(290,547.73)
Transfer to Village - Vouchers	$	(210,859.11)
Transfer to Village - Payroll	$	(157,926.32)
Transfer to Village - Garb/Recyc, Ins, PILOT, Other	$	(300.00)
Transfer to Special Funds	$	-
WDOR License fee assessment	$	-

Checking Account Balance*	
Electric Utility	455,545.62
Water Utility	(1,908,529.18)
Sewer Utility	2,989,988.23
Total Checking Account Balance	1,537,004.67

Special Funds Account Information		
Special Funds Account Balance*		
Electric Utility-General		(2,548,073.42)
Electric Utility-Special Redemption Fund		4,737,182.63
Electric Utility-Depreciation Reserve Fund		2,715,612.83
Electric Utility-Debt Service Reserve Fund		-
Electric Utility Balance	$	4,904,722.04
Water Utility-General		3,994,495.18
Water Utility-Special Redemption Fund		186,641.54
Water Utility-Verizon Security Deposit		14,134.15
Water Utility-Depreciation Reserve Fund		366,070.23
Water Utility-Debt Service Reserve Fund		191,866.44
Water Utility Balance	$	4,753,207.54
Sewer Utility-General		(2,891,514.17)
Sewer Utility-Special Redemption Fund		376,564.13
Sewer Utility-Replacement Fund		1,274,891.13
Sewer Utility-Depreciation Reserve Fund		1,077,411.83
Sewer Utility Balance	$	(162,647.08)
Total Special Funds Investment Account	$	9,495,282.50

W/T Bond payments	$	(1,351,066.66)
Transfer to Village-PILOT/WWTP/Other	$	(6,762.00)
Transfer from Village -	$	-
Bond Issuance, Waterworks System Revenue Bond	$	-

*Preliminary

Report Criteria:
Report type: GL detail
Vendor.Vendor number = {<>} 2461
Check.Type = {<>} "Adjustment"
Invoice Detail.GL account (3 Characters) = "910","920","930"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
134565										
04/24	04/04/2024	134565	96443	ANIXTER INC	5962808-00	1	910-556200-30	.00	269.32	269.32
Total 134565:								.00		269.32
134569										
04/24	04/04/2024	134569	5651	CENEX FLEETCARD-(UTILITIES	286292CL	1	920-593300-30	.00	330.73	330.73
04/24	04/04/2024	134569	5651	CENEX FLEETCARD-(UTILITIES	286292CL	2	910-593300-30	.00	891.95	891.95
Total 134569:								.00		1,222.68
134570										
04/24	04/04/2024	134570	5652	CENEX FLEETCARD-(WASTEW	286293CL	1	930-582800-30	.00	528.76	528.76
Total 134570:								.00		528.76
134571										
04/24	04/04/2024	134571	6641	COMPUTER & NETWORKING S	2024-04	2	910-592300-20	.00	1,872.00	1,872.00
04/24	04/04/2024	134571	6641	COMPUTER & NETWORKING S	2024-04	3	920-592300-20	.00	1,404.00	1,404.00
04/24	04/04/2024	134571	6641	COMPUTER & NETWORKING S	2024-04	4	930-585200-20	.00	1,404.00	1,404.00
Total 134571:								.00		4,680.00
134575										
04/24	04/04/2024	134575	993	GENERAL CODE LLC	GC00125364	1	930-585600-30	.00	1,195.00	1,195.00
Total 134575:								.00		1,195.00
134577										
04/24	04/04/2024	134577	96320	OPEN POINT LLC	1509	1	910-592300-20	.00	1,450.00	1,450.00
Total 134577:								.00		1,450.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
134581										
04/24	04/04/2024	134581	484	STATEWIDE ENERGY EFFICIEN	2024-03	1	910-225300-00	.00	2,459.19	2,459.19
Total 134581:								.00		2,459.19
134582										
04/24	04/04/2024	134582	261	STUART C IRBY CO	S013846368.	1	910-115400-000	.00	6,772.10	6,772.10
Total 134582:								.00		6,772.10
134585										
04/24	04/11/2024	134585	55460	BAKER TILLY US, LLP	BT2737444	1	910-592300-20	.00	5,326.40	5,326.40
04/24	04/11/2024	134585	55460	BAKER TILLY US, LLP	BT2737444	2	920-592300-20	.00	3,994.80	3,994.80
04/24	04/11/2024	134585	55460	BAKER TILLY US, LLP	BT2737444	3	930-585200-20	.00	3,994.80	3,994.80
Total 134585:								.00		13,316.00
134587										
04/24	04/11/2024	134587	6641	COMPUTER & NETWORKING S	7660	1	920-562300-30	.00	270.00	270.00
Total 134587:								.00		270.00
134589										
04/24	04/11/2024	134589	217	RWH PLUMBING	4666	1	920-565300-30	.00	154.00	154.00
Total 134589:								.00		154.00
134591										
04/24	04/18/2024	134591	96098	ANDERSON 360 SOLUTIONS LL	11265	1	920-592610-30	.00	272.76	272.76
04/24	04/18/2024	134591	96098	ANDERSON 360 SOLUTIONS LL	11265	3	930-585430-30	.00	409.08	409.08
04/24	04/18/2024	134591	96098	ANDERSON 360 SOLUTIONS LL	11265	4	910-592610-33	.00	545.44	545.44
Total 134591:								.00		1,227.28
134596										
04/24	04/18/2024	134596	33130	MOUNT HOREB UTILITIES	2024-04 UTI	1	910-556200-30	.00	231.30	231.30
04/24	04/18/2024	134596	33130	MOUNT HOREB UTILITIES	2024-04 UTI	2	920-562200-20	.00	8,987.07	8,987.07
04/24	04/18/2024	134596	33130	MOUNT HOREB UTILITIES	2024-04 UTI	3	930-582100-20	.00	10,468.35	10,468.35

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 134596:								.00		19,686.72
134598										
04/24	04/18/2024	134598	521	THE O'BRION AGENCY LLC	91912	1	910-592100-30	.00	33.60	33.60
04/24	04/18/2024	134598	521	THE O'BRION AGENCY LLC	91912	2	920-592100-30	.00	25.20	25.20
04/24	04/18/2024	134598	521	THE O'BRION AGENCY LLC	91912	3	930-585100-30	.00	25.20	25.20
Total 134598:								.00		84.00
134601										
04/24	04/25/2024	134601	96093	B&B TRANSFORMER INC	28884	1	910-136800-00	.00	23,595.00	23,595.00
Total 134601:								.00		23,595.00
134609										
04/24	04/25/2024	134609	31268	MARTELLE WATER TREATMEN	26911	1	920-563100-30	.00	5,070.68	5,070.68
Total 134609:								.00		5,070.68
134610										
04/24	04/25/2024	134610	41010	PUBLIC SERVICE COMMISSION	2403-I-03930	1	910-110770-000	.00	626.02	626.02
04/24	04/25/2024	134610	41010	PUBLIC SERVICE COMMISSION	2403-I-03930	2	910-592300-20	.00	1,787.69	1,787.69
Total 134610:								.00		2,413.71
134613										
04/24	04/25/2024	134613	96446	WISCONSIN DNR	2024-05	1	920-593000-30	.00	45.00	45.00
04/24	04/25/2024	134613	96446	WISCONSIN DNR	2024-05	2	920-593000-30	.00	45.00	45.00
Total 134613:								.00		90.00
901346										
04/24	04/04/2024	901346	4045	BORDER STATES INDUSTRIES I	928108167	1	910-556200-30	.00	615.48	615.48
Total 901346:								.00		615.48
901348										
04/24	04/04/2024	901348	3099	CLASSY CLEANERS	2064	4	910-593000-30	.00	149.00	149.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
04/24	04/04/2024	901348	3099	CLASSY CLEANERS	2064	5	920-593000-30	.00	34.00	34.00
Total 901348:								.00		183.00
901349										
04/24	04/04/2024	901349	14485	FORSTER ELECTRICAL ENGIN	25212	1	910-110770-000	.00	2,548.75	2,548.75
04/24	04/04/2024	901349	14485	FORSTER ELECTRICAL ENGIN	25213	1	910-110770-000	.00	5,555.30	5,555.30
04/24	04/04/2024	901349	14485	FORSTER ELECTRICAL ENGIN	25214	1	910-110770-000	.00	126.25	126.25
Total 901349:								.00		8,230.30
901351										
04/24	04/04/2024	901351	439	LAFORCE INC	1245737	1	910-556200-30	.00	434.00	434.00
04/24	04/04/2024	901351	439	LAFORCE INC	1245737	2	910-110770-000	.00	434.00	434.00
Total 901351:								.00		868.00
901352										
04/24	04/04/2024	901352	33111	MOUNT HOREB AREA JOINT FI	2024-02	4	930-585430-30	.00	50.00	50.00
Total 901352:								.00		50.00
901353										
04/24	04/04/2024	901353	44670	RESCO	3027594	1	910-115400-000	.00	28,179.73	28,179.73
Total 901353:								.00		28,179.73
901354										
04/24	04/04/2024	901354	883	SMITHGROUP JJR LLC	0177694	1	920-592300-20	.00	13,800.00	13,800.00
Total 901354:								.00		13,800.00
901357										
04/24	04/11/2024	901357	1137	INFOSEND INC	255657	1	910-114555-000	.00	253.32	253.32
04/24	04/11/2024	901357	1137	INFOSEND INC	255657	2	910-592300-20	.00	784.12	784.12
04/24	04/11/2024	901357	1137	INFOSEND INC	255657	3	920-592300-20	.00	588.10	588.10
04/24	04/11/2024	901357	1137	INFOSEND INC	255657	4	930-585200-20	.00	588.10	588.10
04/24	04/11/2024	901357	1137	INFOSEND INC	260136	1	910-592300-20	.00	789.73	789.73
04/24	04/11/2024	901357	1137	INFOSEND INC	260136	2	920-592300-20	.00	592.29	592.29

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
04/24	04/11/2024	901357	1137	INFOSEND INC	260136	3	930-585200-20	.00	592.29	592.29
Total 901357:								.00		4,187.95
901358										
04/24	04/11/2024	901358	841	LV LABORATORIES LLC	2724	1	930-582710-30	.00	926.00	926.00
04/24	04/11/2024	901358	841	LV LABORATORIES LLC	2724	2	930-582510-30	.00	727.50	727.50
Total 901358:								.00		1,653.50
901363										
04/24	04/18/2024	901363	31623	ICS MEDICAL ANSWERING SER	2316000471	1	910-592100-30	.00	157.90	157.90
04/24	04/18/2024	901363	31623	ICS MEDICAL ANSWERING SER	2316000471	2	920-592100-30	.00	118.42	118.42
04/24	04/18/2024	901363	31623	ICS MEDICAL ANSWERING SER	2316000471	3	930-585100-30	.00	118.42	118.42
04/24	04/18/2024	901363	31623	ICS MEDICAL ANSWERING SER	2316000481	1	910-592100-30	.00	60.17	60.17
04/24	04/18/2024	901363	31623	ICS MEDICAL ANSWERING SER	2316000481	2	920-592100-30	.00	45.14	45.14
04/24	04/18/2024	901363	31623	ICS MEDICAL ANSWERING SER	2316000481	3	930-585100-30	.00	45.14	45.14
04/24	04/18/2024	901363	31623	ICS MEDICAL ANSWERING SER	2317000471	1	910-592100-30	.00	123.87	123.87
04/24	04/18/2024	901363	31623	ICS MEDICAL ANSWERING SER	2317000471	2	920-592100-30	.00	92.91	92.91
04/24	04/18/2024	901363	31623	ICS MEDICAL ANSWERING SER	2317000471	3	930-585100-30	.00	92.91	92.91
04/24	04/18/2024	901363	31623	ICS MEDICAL ANSWERING SER	2317000481	1	910-592100-30	.00	61.80	61.80
04/24	04/18/2024	901363	31623	ICS MEDICAL ANSWERING SER	2317000481	2	920-592100-30	.00	46.35	46.35
04/24	04/18/2024	901363	31623	ICS MEDICAL ANSWERING SER	2317000481	3	930-585100-30	.00	46.35	46.35
Total 901363:								.00		1,009.38
901367										
04/24	04/18/2024	901367	48768	STRAND ASSOCIATES INC	0209525	1	920-562300-30	.00	339.14	339.14
04/24	04/18/2024	901367	48768	STRAND ASSOCIATES INC	0209526	1	930-110792-000	.00	570.00	570.00
04/24	04/18/2024	901367	48768	STRAND ASSOCIATES INC	0209826	1	930-583100-30	.00	214.64	214.64
04/24	04/18/2024	901367	48768	STRAND ASSOCIATES INC	0209826	2	930-583200-30	.00	1,377.16	1,377.16
04/24	04/18/2024	901367	48768	STRAND ASSOCIATES INC	0209827	1	930-585500-20	.00	674.05	674.05
Total 901367:								.00		3,174.99
901369										
04/24	04/25/2024	901369	4045	BORDER STATES INDUSTRIES I	928160145	1	910-115410-000	.00	2,740.50	2,740.50
04/24	04/25/2024	901369	4045	BORDER STATES INDUSTRIES I	928214803	1	910-115410-000	.00	5,457.30	5,457.30
04/24	04/25/2024	901369	4045	BORDER STATES INDUSTRIES I	928214811	1	910-115410-000	.00	2,728.65	2,728.65

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
	Total 901369:							.00		10,926.45
901370										
04/24	04/25/2024	901370	44670	RESCO	3028619	1	910-115400-000	.00	9,834.95	9,834.95
	Total 901370:							.00		9,834.95
24041501										
04/24	04/15/2024	24041501	58071	WI DEPT OF REVENUE	2024-03-31	1	910-224100-00	.00	7,010.95	7,010.95
	Total 24041501:							.00		7,010.95
	Grand Totals:							.00		174,209.12

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
910-110770-000	9,290.32	.00	9,290.32
910-114555-000	253.32	.00	253.32
910-115400-000	44,786.78	.00	44,786.78
910-115410-000	10,926.45	.00	10,926.45
910-136800-000	23,595.00	.00	23,595.00
910-211100-000	.00	113,905.78-	113,905.78-
910-224100-000	7,010.95	.00	7,010.95
910-225300-000	2,459.19	.00	2,459.19
910-556200-300	1,550.10	.00	1,550.10
910-592100-300	437.34	.00	437.34
910-592300-200	12,009.94	.00	12,009.94
910-592610-335	545.44	.00	545.44
910-593000-300	149.00	.00	149.00
910-593300-300	891.95	.00	891.95
920-211100-000	.00	36,255.59-	36,255.59-
920-562200-200	8,987.07	.00	8,987.07
920-562300-300	609.14	.00	609.14
920-563100-300	5,070.68	.00	5,070.68

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
920-565300-300	154.00	.00	154.00
920-592100-300	328.02	.00	328.02
920-592300-200	20,379.19	.00	20,379.19
920-592610-300	272.76	.00	272.76
920-593000-300	124.00	.00	124.00
920-593300-300	330.73	.00	330.73
930-110792-000	570.00	.00	570.00
930-211100-000	.00	24,047.75-	24,047.75-
930-582100-200	10,468.35	.00	10,468.35
930-582510-300	727.50	.00	727.50
930-582710-300	926.00	.00	926.00
930-582800-300	528.76	.00	528.76
930-583100-300	214.64	.00	214.64
930-583200-300	1,377.16	.00	1,377.16
930-585100-300	328.02	.00	328.02
930-585200-200	6,579.19	.00	6,579.19
930-585430-300	459.08	.00	459.08
930-585500-200	674.05	.00	674.05
930-585600-300	1,195.00	.00	1,195.00
Grand Totals:	174,209.12	174,209.12-	.00

M = Manual Check, V = Void Check

Dated: _____

Mayor: _____

City Council: _____

_____

_____

_____

_____

_____

City Recorder: _____

Report Criteria:
Report type: GL detail
Vendor.Vendor number = {<>} 2461
Check.Type = {<>} "Adjustment"
Invoice Detail.GL account (3 Characters) = "910","920","930"

M = Manual Check, V = Void Check

Report Criteria:
Only merchant vendors included
Report type: GL detail
Vendor.Vendor number = 2461
Check.Type = {<>} "Adjustment"
Invoice Detail.GL account (3 Characters) = "910","920","930"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
24041901										
ADOBE SYSTEMS INCORPORATED										
04/24	04/19/2024	24041901	2461	U.S. BANK	6417-272399	1	930-585100-30	.00	19.99	19.99
Total ADOBE SYSTEMS INCORPORATED:								.00		19.99
AERZEN USA CORPORATION										
04/24	04/19/2024	24041901	2461	U.S. BANK	6161-SEPI-2	1	930-583300-30	.00	427.10	427.10
04/24	04/19/2024	24041901	2461	U.S. BANK	6161-SEPI-2	1	930-583300-30	.00	321.48	321.48
Total AERZEN USA CORPORATION:								.00		748.58
AIRGAS INC										
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-550650	1	910-556200-30	.00	110.70	110.70
Total AIRGAS INC:								.00		110.70
AMARIL UNIFORM COMPANY										
04/24	04/19/2024	24041901	2461	U.S. BANK	5459-IV2563	1	910-593000-30	.00	1,082.88	1,082.88
04/24	04/19/2024	24041901	2461	U.S. BANK	5459-IV2586	1	910-593000-30	.00	466.41	466.41
Total AMARIL UNIFORM COMPANY:								.00		1,549.29
AMAZON.COM LLC										
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-111-423	1	910-556200-30	.00	48.39	48.39
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-111-423	2	920-563200-30	.00	12.10	12.10
Total AMAZON.COM LLC:								.00		60.49
ARAMARK UNIFORM & CAREER APPAREL LLC										
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-614032	1	910-593000-30	.00	17.12	17.12
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-614032	2	920-593000-30	.00	43.03	43.03

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-614032	1	910-593000-30	.00	17.12	17.12
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-614032	2	920-593000-30	.00	40.03	40.03
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-614033	1	910-593000-30	.00	17.12	17.12
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-614033	2	920-593000-30	.00	40.03	40.03
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-614033	1	910-593000-30	.00	17.12	17.12
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-614033	2	920-593000-30	.00	40.03	40.03
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-614032	1	930-585600-30	.00	179.32	179.32
Total ARAMARK UNIFORM & CAREER APPAREL LLC:								.00		410.92
ATW CORPORATION dba ENTRANCE SYSTEMS										
04/24	04/19/2024	24041901	2461	U.S. BANK	9533-48094	2	910-556200-30	.00	166.67	166.67
04/24	04/19/2024	24041901	2461	U.S. BANK	9533-48094	3	920-562300-30	.00	166.66	166.66
Total ATW CORPORATION dba ENTRANCE SYSTEMS:								.00		333.33
BIRKYS 3 LLC										
04/24	04/19/2024	24041901	2461	U.S. BANK	4881-030924	1	920-593000-30	.00	3,253.76	3,253.76
Total BIRKYS 3 LLC:								.00		3,253.76
CHARTER COMMUNICATIONS HOLDING COMPANY										
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-170918	1	910-592100-30	.00	139.98	139.98
Total CHARTER COMMUNICATIONS HOLDING COMPANY:								.00		139.98
COMPLETE OFFICE OF WISCONSIN INC										
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-856660	2	920-592100-30	.00	28.28	28.28
Total COMPLETE OFFICE OF WISCONSIN INC:								.00		28.28
CORE & MAIN LP										
04/24	04/19/2024	24041901	2461	U.S. BANK	8251-P61645	1	920-134600-00	.00	15,660.00	15,660.00
04/24	04/19/2024	24041901	2461	U.S. BANK	8251-U49659	1	920-134600-00	.00	2,306.40	2,306.40
04/24	04/19/2024	24041901	2461	U.S. BANK	8251-U49659	2	920-565300-30	.00	300.00	300.00
Total CORE & MAIN LP:								.00		18,266.40

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
ECONOPRINT INC										
04/24	04/19/2024	24041901	2461	U.S. BANK	6023-953345	2	930-585100-30	.00	44.54	44.54
Total ECONOPRINT INC:								.00		44.54
ELECTRICAL TESTING LABORATORY LLC										
04/24	04/19/2024	24041901	2461	U.S. BANK	9037-41269	1	910-556200-30	.00	361.00	361.00
Total ELECTRICAL TESTING LABORATORY LLC:								.00		361.00
EMS INDUSTRIAL, INC.										
04/24	04/19/2024	24041901	2461	U.S. BANK	4019-928248	1	930-583400-30	.00	356.87	356.87
Total EMS INDUSTRIAL, INC.:								.00		356.87
FABICK POWER SYSTEMS										
04/24	04/19/2024	24041901	2461	U.S. BANK	6218-PIMS0	1	910-593300-30	.00	99.09	99.09
04/24	04/19/2024	24041901	2461	U.S. BANK	6218-PIMS0	2	920-593300-30	.00	66.06	66.06
Total FABICK POWER SYSTEMS:								.00		165.15
GEMPLER'S - DIV OF GHC SPECIALTY BRANDS										
04/24	04/19/2024	24041901	2461	U.S. BANK	7559-030624	1	930-582700-30	.00	750.36	750.36
04/24	04/19/2024	24041901	2461	U.S. BANK	7559-032924	1	930-582710-30	.00	258.98	258.98
Total GEMPLER'S - DIV OF GHC SPECIALTY BRANDS:								.00		1,009.34
HAMPTON INN EAU CLAIRE										
04/24	04/19/2024	24041901	2461	U.S. BANK	1609-82820	1	910-592610-33	.00	392.00	392.00
Total HAMPTON INN EAU CLAIRE:								.00		392.00
MADISON GAS & ELECTRIC										
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-840082	1	910-556200-30	.00	463.45	463.45
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-840082	2	920-564100-30	.00	221.36	221.36
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-840082	3	930-582100-20	.00	699.51	699.51
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-840639	1	910-556200-30	.00	781.31	781.31
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-840639	2	920-564100-30	.00	379.46	379.46
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-840639	3	930-582100-20	.00	1,303.75	1,303.75

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total MADISON GAS & ELECTRIC:								.00		3,848.84
MARRIOTT MADISON WEST										
04/24	04/19/2024	24041901	2461	U.S. BANK	8251-69818	1	920-592610-30	.00	321.00	321.00
Total MARRIOTT MADISON WEST:								.00		321.00
MITEL NETWORKS INC										
04/24	04/19/2024	24041901	2461	U.S. BANK	4019-463699	1	930-585100-30	.00	416.26	416.26
Total MITEL NETWORKS INC:								.00		416.26
MOUNT HOREB TELEPHONE CO										
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-105601	1	910-556200-30	.00	191.13	191.13
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-105601	2	920-592100-30	.00	127.42	127.42
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-105624	1	930-585100-30	.00	234.17	234.17
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-105633	2	910-592100-30	.00	169.16	169.16
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-105633	3	920-592100-30	.00	126.88	126.88
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-105633	4	930-585100-30	.00	126.88	126.88
Total MOUNT HOREB TELEPHONE CO:								.00		975.64
NCL OF WISCONSIN INC										
04/24	04/19/2024	24041901	2461	U.S. BANK	8251-501482	1	920-562300-30	.00	287.97	287.97
Total NCL OF WISCONSIN INC:								.00		287.97
NEWS PUBLISHING CO INC OF MT HOREB										
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-137059	1	920-593000-30	.00	57.85	57.85
Total NEWS PUBLISHING CO INC OF MT HOREB:								.00		57.85
NORTHEAST WISCONSIN TECHNICAL COLLEGE										
04/24	04/19/2024	24041901	2461	U.S. BANK	5459-97042	1	910-592610-33	.00	223.44	223.44
Total NORTHEAST WISCONSIN TECHNICAL COLLEGE:								.00		223.44

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
OVERHEAD DOOR COMPANY OF MADISON INC										
04/24	04/19/2024	24041901	2461	U.S. BANK	4019-34287	1	930-583400-30	.00	461.00	461.00
Total OVERHEAD DOOR COMPANY OF MADISON INC:								.00		461.00
POSTMASTER										
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-28777	1	910-592100-30	.00	11.20	11.20
Total POSTMASTER:								.00		11.20
PREMIER COOPERATIVE										
04/24	04/19/2024	24041901	2461	U.S. BANK	5459-219234	1	910-556200-30	.00	23.07	23.07
04/24	04/19/2024	24041901	2461	U.S. BANK	6218-217443	1	910-556200-30	.00	3.38	3.38
04/24	04/19/2024	24041901	2461	U.S. BANK	6218-287640	1	910-556200-30	.00	90.61	90.61
04/24	04/19/2024	24041901	2461	U.S. BANK	6417-031224	1	930-583200-30	.00	23.92	23.92
04/24	04/19/2024	24041901	2461	U.S. BANK	6417-032124	1	930-583100-30	.00	33.90	33.90
04/24	04/19/2024	24041901	2461	U.S. BANK	6417-216953	1	930-583200-30	.00	3.40	3.40
04/24	04/19/2024	24041901	2461	U.S. BANK	7232-031224	1	930-583400-30	.00	132.12	132.12
04/24	04/19/2024	24041901	2461	U.S. BANK	7232-031824	1	930-582700-30	.00	79.85	79.85
04/24	04/19/2024	24041901	2461	U.S. BANK	7559-032524	1	930-582700-30	.00	26.32	26.32
04/24	04/19/2024	24041901	2461	U.S. BANK	9037-218484	1	910-110770-000	.00	1.60	1.60
04/24	04/19/2024	24041901	2461	U.S. BANK	9037-219414	1	910-556200-30	.00	10.36	10.36
04/24	04/19/2024	24041901	2461	U.S. BANK	9037-23444	1	910-593300-30	.00	93.22	93.22
04/24	04/19/2024	24041901	2461	U.S. BANK	9992-C20518	1	910-556200-30	.00	25.96	25.96
Total PREMIER COOPERATIVE:								.00		547.71
QUILL CORPORATION										
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-374895	2	910-592100-30	.00	41.58	41.58
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-374895	3	920-592100-30	.00	31.19	31.19
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-374895	4	930-585100-30	.00	31.19	31.19
04/24	04/19/2024	24041901	2461	U.S. BANK	6917-380465	1	920-592100-30	.00	101.03	101.03
Total QUILL CORPORATION:								.00		204.99
SLOAN IMPLEMENT COMPANY INC										
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-338241	1	910-556200-30	.00	40.01	40.01
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-341112	1	910-556200-30	.00	140.49	140.49
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-342728	1	910-556200-30	.00	157.84	157.84

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
04/24	04/19/2024	24041901	2461	U.S. BANK	6417-344202	1	930-583400-30	.00	7.02	7.02
04/24	04/19/2024	24041901	2461	U.S. BANK	7232-343274	1	930-583400-30	.00	40.14	40.14
Total SLOAN IMPLEMENT COMPANY INC:								.00		385.50
SUMMIT COMPANIES										
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-191015	1	910-556200-30	.00	209.24	209.24
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-191015	2	920-562300-30	.00	201.76	201.76
Total SUMMIT COMPANIES:								.00		411.00
UNITED STATES CELLULAR CORPORATION										
04/24	04/19/2024	24041901	2461	U.S. BANK	8251-063710	2	910-592100-30	.00	191.89	191.89
04/24	04/19/2024	24041901	2461	U.S. BANK	8251-063710	3	920-110790-000	.00	64.00	64.00
04/24	04/19/2024	24041901	2461	U.S. BANK	8251-063710	4	930-583100-30	.00	64.01	64.01
04/24	04/19/2024	24041901	2461	U.S. BANK	8251-064405	1	920-592100-30	.00	40.00	40.00
Total UNITED STATES CELLULAR CORPORATION:								.00		359.90
UTILITY SALES AND SERVICE INC										
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-007674	1	910-593300-30	.00	1,451.93	1,451.93
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-007674	1	910-593300-30	.00	1,380.80	1,380.80
04/24	04/19/2024	24041901	2461	U.S. BANK	2527-007674	1	910-593300-30	.00	1,405.50	1,405.50
Total UTILITY SALES AND SERVICE INC:								.00		4,238.23
VIKING HARDWARE INC										
04/24	04/19/2024	24041901	2461	U.S. BANK	7559-030824	1	930-582700-30	.00	19.57	19.57
04/24	04/19/2024	24041901	2461	U.S. BANK	7559-031824	1	930-583400-30	.00	167.88	167.88
Total VIKING HARDWARE INC:								.00		187.45
WISCONSIN STATE LABORATORY OF HYGIENE										
04/24	04/19/2024	24041901	2461	U.S. BANK	8251-771569	1	920-564100-30	.00	29.00	29.00
Total WISCONSIN STATE LABORATORY OF HYGIENE:								.00		29.00
Total 24041901:								.00		40,217.60

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Grand Totals:								.00		40,217.60

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
910-110770-000	1.60	.00	1.60
910-211100-000	.00	10,042.77-	10,042.77-
910-556200-300	2,823.61	.00	2,823.61
910-592100-300	553.81	.00	553.81
910-592610-335	615.44	.00	615.44
910-593000-300	1,617.77	.00	1,617.77
910-593300-300	4,430.54	.00	4,430.54
920-110790-000	64.00	.00	64.00
920-134600-000	17,966.40	.00	17,966.40
920-211100-000	.00	23,945.30-	23,945.30-
920-562300-300	656.39	.00	656.39
920-563200-300	12.10	.00	12.10
920-564100-300	629.82	.00	629.82
920-565300-300	300.00	.00	300.00
920-592100-300	454.80	.00	454.80
920-592610-300	321.00	.00	321.00
920-593000-300	3,474.73	.00	3,474.73
920-593300-300	66.06	.00	66.06
930-211100-000	.00	6,229.53-	6,229.53-
930-582100-200	2,003.26	.00	2,003.26
930-582700-300	876.10	.00	876.10
930-582710-300	258.98	.00	258.98
930-583100-300	97.91	.00	97.91
930-583200-300	27.32	.00	27.32
930-583300-300	748.58	.00	748.58
930-583400-300	1,165.03	.00	1,165.03
930-585100-300	873.03	.00	873.03
930-585600-300	179.32	.00	179.32
Grand Totals:	40,217.60	40,217.60-	.00

M = Manual Check, V = Void Check

Dated: _____

Mayor: _____

City Council: _____

_____

_____

_____

_____

_____

City Recorder: _____

Report Criteria:

Only merchant vendors included
Report type: GL detail
Vendor.Vendor number = 2461
Check.Type = {<>} "Adjustment"
Invoice Detail.GL account (3 Characters) = "910","920","930"

M = Manual Check, V = Void Check

We are Publicly Owned and Operated

Mount Horeb Utilities

Jordan Schmitz
Electric Superintendent
301 Blue Mounds. Mt. Horeb, WI 53572
(608) 437-3300 or (608) 437-3084

Electric: April 2024

- 6 new underground services
- 3 Outages (all storm related)
- Crew is currently working on our GIS system while doing yearly inspections.
- Crew provided mutual aid with New Glarus for a pole hit by a car.
- 2 new primary extensions
- I was asked to join the Wisconsin State Apprenticeship Committee which holds 4 meetings throughout the year.
- The crew had MSHA (Mine Safety and Health Administration) training this month.

We are Publicly Owned and Operated

Mount Horeb Water Utility

Josh Hyndman
Water Superintendent
301 Blue Mounds St. Mt. Horeb, WI 53572
(608) 437-9437 or (608) 437-3084
Direct (608) 437-9431
Cell (262) 215-8723

In the month of April, we had system wide hydrant flushing. We found a few fire hydrants that will need new stand pipe gaskets, or some kind or repair. We flushed and this is my guess, of 7,087,000 gallons of water. Flushing took us into the end of the month, with all 462 Fire Hydrants flushed. I am surprised that with the changing of the garbage collection companies and dates, we are able to move around other parts of town with less issues. I am happy that it worked better than I expected.

Rule is back in town installing new water main, water services, and road repair. Heather Ct is done, with the water main. They are working on Linda Road now. Then they will work on the other streets. They will be doing the blacktop and curb and gutter in 2 different phases. So, 3 streets then fix everything then the last three streets and repair road and curb. They will be blacktopping the road on 8th street behind them. They need to install new storm sewer on Alaska, and new water main on Sunset. Rule felt this would be best for them, close the road once and repair it all in 1 shot.

We have had found a water main leak on View Ct and South Road. We are able to turn the water off between the water main valves, without shutting off homes. We will look into this leak when we have our leak study done. We did have a water main that broke on May 2nd the leak was on Highland Street. We had a patch in the road already. So, we will repatch the patch in the road. Thank you to Shane and Bo for fixing that. I was home with a sick kid. This was a day after we shut off the leak on View Ct.

May 8th I will be meeting with Jacobs Engineering on a TEAMS meeting. Jacobs will be doing our service line inventory for the utility. We as the water utility have to have every water line listed on the utility side and private side and turned into the DNR by October 16th 2024. Jacobs will not cost the utility for any help. The DNR is funding this for us with the lead line replacement grant that we were awarded. We will see how well our records were kept and how many people Jacobs will show up with to get our service inventory line done.

I have received another 150 Flextnet boxes. I do not believe these came off our order. I called our sales rep and asked where are boxes are and if he could look into his crystal ball and tell me when they would be showing up. He said he had this order that was getting returned, and well they showed up here. We are happy to have them. So, we are starting to switch out readers and catch up from being behind on our reader upgrades.

Monthly Wastewater Utility Operations Report
April 2024
Submitted to the Utility Commission 05/08/2024

BPR is working very well. The facility is running great.

Monthly average influent flow: 651,700 gpd Design average flow:790,000 gpd (2019)

Biological Oxygen Demand (5 day)
BOD5 Influent: **220.2** mg/l mo. average Daily maximum: **320** mg/l

Effluent: **2.6** mg/l mo. average Daily maximum: **4** mg/l
Permit limit: 22 mg/l mo. average **Times exceeded 0**

Effluent mo. average lbs/day: **15.3**
Permit limit: 112 lbs/day monthly average **Times exceeded 0**

Total Suspended Solids
TSS- Influent: **256.2** mg/l mo. average Daily maximum: **536** mg/l

Effluent: **3.2** mg/l mo. average Daily maximum: **5** mg/l
Permit limit: 22 mg/l mo. average **Times exceeded 0**

Effluent mo. average lb/day: **18.2**
Permit limit: 112 lbs/day mo. average **Times exceeded 0**

Ammonia Nitrogen- Effluent monthly average: **<.08** mg/l
Permit limit: 4 mg/l monthly average **Times exceeded 0**

Total Phosphorus- Effluent monthly average: **.25** mg/l
Permit limit: 1.0 mg/l monthly average **Times exceeded 0**

Chloride- Effluent weekly average: **373** mg/l (4 consecutive samples for the week)
Permit limit: 625 mg/l weekly average **Times exceeded 0**

Dissolved Oxygen- Effluent daily minimum: **9.84** mg/l
Permit limit: 6 mg/l daily minimum **Times exceeded 0**

Effluent Temperature deg F Daily Max: **54.7** Daily Min: **48.9**

Disinfection not required. Out of season.

Mount Horeb Wastewater

Monthly Report for April

Submitted 5/8/2024

Staff completed MSHA Training on 4/10, this will allow us to use/access the gravel pit when needed. Also, annual hearing tests were administered on 4/17.

Staff drained, cleaned, and inspected one fermenter tank as part of our standard preventative maintenance program, everything was in good working order. The remaining tank will be inspected in the coming weeks.

Eric and Dale cleaned the influent wet-well, and recovered a flush valve that had disconnected from one influent pump, we have plans to reinstall valve in May

Dale installed and started our UV system; disinfection season runs May thru September, samples have been analyzed to ensure compliance on May 1

Staff completed the Oak Tree lift station impeller replacement – LW Allen assisted with the removal of the old impeller, staff installed new with new retaining washer and bolt. Pump volute and front head were replaced in March.

4th St LS new volute, waiting on impeller; this repair was identified during pump inspections last winter. Additionally, the controls system being looked at by LW Allen for redundancy with float system.

The gravity belt thickener's hydraulic drive system was replaced by Dale, the drive system had failed mid-March and is fully operational again.

Bytec hauled bio-solids on 04/22-23; they applied via injection approximately 375,000 gallons to DNR approved agricultural land. This will give us enough room to store solids at the facility until the fall hauling season.

Stewart Park West pump failed on 04/25, staff inspected and found the retaining bolt had sheared and as a result the impeller released from shaft. No other major damage was found, staff replaced the bolt and washer and the pump is fully functional again on 04/30

We printed new sanitary system maps; these updated maps are due in large part to the efforts of Eric and will be a great benefit to all staff and contractors moving forward.