



## 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, December 9, 2025 at 5:30 PM

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

- 1) Call to order
  - a. Roll Call
- 2) Public Comments on Non-Agenda Items\*
- 3) Consent Agenda
  - a. Consideration of November 11, 2025 Meeting Minutes
- 4) Agenda Items
  - a. Consider Bank Account Information & Check Registers for November 2025
  - b. Electric Superintendent Report
  - c. Water Superintendent Report
  - d. Wastewater Superintendent Report
- 5) Meeting adjournment.

#### \*Public Comment Policy

Members of the public are invited to speak at meetings of all Mount Horeb Public Bodies. To comment, please complete a Public Comment Form at the Meeting Room entrance and submit it to staff before the meeting begins. Comments are limited to **three minutes**, must be made from the podium, and the speaker must return to the audience after speaking.

- **Non-agenda item comments** are heard at the start of the meeting. Public Body members and staff will not engage in discussion during public comment but may consider topics for future agendas.
- **Agenda item comments** are heard during the relevant item, after the proposers or staff present the item and before Public Body discussion. All public comments on the item will be heard before any discussion by the Public Body.

Members of the public will only be allowed to speak outside these public comment times if they are invited by the meeting chair to share additional information requested by the Public Body. If so invited to speak, the member of the public must do so from the podium. Written comments are also welcome. Written comments shall include the name and address of the submitter and should be submitted to the Deputy Treasurer/Governance Coordinator by email at [niki.erickson@mounthorebwi.info](mailto:niki.erickson@mounthorebwi.info) (subject line: *Public Comment Request-Name of Public Body*) or delivered by to the Village at: 138 E Main Street, Mount Horeb WI, 53572, ATTN *Public Comment Request-Name of Public Body*.

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.



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### UTILITY COMMISSION AGENDA

Tuesday, November 11, 2025 at 5:30 PM

#### DRAFT MEETING MINUTES

- 1) Call to order  
The Utility Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Commission President Jack Temby called the meeting to order at 5:30pm.
  - a. Roll Call  
Present were Board Trustees Tim White and Jason Fendrick, Commission members Ed Glover, Micke McNall, Ken Scott, Jack Temby and Teri Vierima. Also present were Village Administrator Nic Owen and Finance Director/Treasurer Denise Schwenn.
- 2) Public Comments  
Village Resident Casey Bingham brought forward several concerns during the public comments section of this meeting. Bingham had an incident on his property during the Nesheim water main project this Summer. His statement began with questioning the Commissioners' backgrounds, stating he felt they needed a background in construction or owning businesses to serve on the committee. He commented on the poor work by the (water main project) contractor and subsequent paving job on his street. Commission members advised Bingham that his concerns would be reviewed and addressed as part of the final punch list on the project in Spring 2026.
- 3) Consent Agenda
  - a. Consideration of September 9, 2025 Meeting Minutes  
McNall moved; Glover seconded a motion to approve the meeting minutes of September 9, 2025 meeting as presented. Motion carried by voice vote.
  - b. Consideration of October 27, 2025 Joint Public Works and Utility Commission Meeting Minutes  
After a brief discussion regarding the joint meeting, and the fact that this commission participated in only a brief part of the joint meeting, Scott moved; White seconded a motion to approve that portion of the minutes of the October 27, 2025 meeting as presented. Motion carried by voice vote.
- 4) Agenda Items

- a. Discussion Regarding Changing Annual Commission Officer Elections to June  
Owen
- b. Election of Officers  
Commission President Temby briefly explained the process for election of new officers, and then opened the floor to receive nominations for 2025-2026 officers. McNall nominated that current officers-Temby as President and Glover as Secretary-be re-elected if so interested. There being no other nominations, Temby closed the floor to nominations. Scott moved; Vierima seconded a motion to re-elect officers as nominated. Motion carried by voice vote. Jack Temby will remain Utility Commission President and Ed Glover will remain Utility Commission Secretary.
- c. Follow-Up Discussion on Public Services/Utility Facility Presentation at October 27, 2025 Joint Public Works & Utility Commission Meeting  
Administrator Owen opened this conversation with his apology to the Commission for the confusion regarding the October 27, 2025 Joint Public Works and Utility Commission meeting. Owen provided an explanation for the ongoing Public Works facility needs project, and how it progressed to potentially include a larger building that could include and share space with Mount Horeb Utilities (MHU). Commission members shared multiple comments and discussion regarding the project, the current needs of MHU, costs, pricing and impact on customer rates. Electric Superintendent Schmitz added comments about shared equipment between the two departments and potential impacts that separation of the departmental physical locations could cause. Schmitz reiterated that this is a very long term, slow project not expected to see action for several years. Commission members agreed that they are taking no action at this time, but request that staff and Public Works Committee keep the Commission updated with each part of the progress.
- d. Consider Application to PSC for a Simplified Rate Increase for Water Rates in 2026  
Administrator Owen and Finance Director Schwenn explained to Commission members that at the suggestion of our auditors, staff has applied to the PSC for a Simplified Rate Case. With Commission approval, we will provide proper notice to customers, and the 3% allowable increase will become effective on January 29, 2026. Glover moved, McNall seconded a motion to approve proceeding with the Simplified Rate Case process. Motion carried by voice vote.
- e. Consider 2025 Community Funds Grant Applications  
After brief discussion regarding the Community Funds Grant process, applicants, and available funds Jason Fendrick and Ken Scott recused themselves from voting on recipient decisions due to persona association with one or more applicants. After further discussion, Mcnall moved to

split the full available grant balance of \$2,500 between all four grant applicants. Glover seconded the motion. Motion passed by voice vote. Trustee White noted the need to increase publicity about this grant opportunity in the future.

- f. Discussion Regarding Utility Fund balances that require Utility Commission review for the purpose of approving reallocation of surplus Reserve Funds  
Finance Director/Treasurer Schwenn provided background and information regarding various revenue bond funds, parameters for maintenance and use of funds, and current balances in our three utility funds. Schwenn explained that review and reallocation of some funds require the approval of the Commission, and that this has not been done for several years. Schwenn provided details regarding reserved funds carrying higher than needed account balances, and requested approval to reallocate funds to un-restrict \$1M of Electric and \$1M of Wastewater reserved funds. After further brief discussion, Glover moved; White seconded a motion to approve Schwenn's request for permission to reallocate these funds. Motion carried by voice vote.
- g. Consider Bank Account Information & Check Registers for September & October 2025  
White moved; Fendrick seconded a motion to approve the bank account information and check registers for September and October 2025. Motion carried by voice vote.
- h. Electric Department Reports-September & October  
Electric Superintendent Jordan Schmitz reviewed the monthly reports for September and October 2025.
- i. Water Superintendent Reports - September & October  
Water Superintendent Brian Schult reviewed the monthly reports for September and October 2025.
- j. Wastewater Superintendent Reports-September & October  
Wastewater Superintendent Mike Brace reviewed the monthly reports for September and October 2025.

5) Meeting adjournment.

There being no further business before the Commission, McNall moved; White seconded a motion to adjourn the meeting at 6:46 pm. Motion carried by voice vote.

Minutes submitted by Denise Schwenn, Finance Director/Treasurer

**MOUNT HOREB UTILITIES  
FOR THE MONTH ENDING 11/30/25**

**Checking Account Information**

**Transfers In/(Out):**

Sales Tax Payment	\$ (30,735.80)
Transfer from Village - sales tax	\$ 87.30
WPPI Monthly Payment	\$ 470,265.65
Transfer to Village - Vouchers	\$ (806,458.37)
Transfer to Village - Payroll	\$ (144,502.25)
Transfer to Village - Garb/Recyc, Ins, PILOT, Interfund	\$ -
Transfer to Special Funds	\$ -
WDOR License fee assessment	\$ -
Safe Drinking Water Loan-Expense Reimbursement	\$ 1,034,052.95

**Checking Account Balance**

Electric Utility	1,149,613.55
Water Utility	1,369,720.30
Sewer Utility	2,383,856.73
<b>Total Checking Account Balance</b>	<u><u>4,903,190.59</u></u>

**Special Funds Account Information**

**Transfers In/Out:**

None

**Special Funds Account Balance**

Electric Utility-General	95,154.66	*
Electric Utility-Special Redemption Fund	42,645.64	
Electric Utility-Depreciation Reserve Fund	2,273,744.50	*
Electric Utility-Debt Service Reserve Fund	-	
Electric Utility-Construction Fund	1,364,185.60	
<b>Electric Utility Balance</b>	<u><u>\$ 3,775,730.40</u></u>	

Water Utility-General	254,834.41
Water Utility-Special Redemption Fund	166,994.25
Water Utility-Verizon Security Deposit	15,332.27
Water Utility-Depreciation Reserve Fund	476,286.53
Water Utility-Debt Service Reserve Fund	414,627.12
<b>Water Utility Balance</b>	<u><u>\$ 1,328,074.58</u></u>

Sewer Utility-General	(1,351,605.84)	*
Sewer Utility-Special Redemption Fund	693,494.52	
Sewer Utility-Debt Service Reserve Fund	-	
Sewer Utility-Environmental Impact Fee	53,111.77	
Sewer Utility-Replacement Fund	1,634,403.07	
Sewer Utility-Depreciation Reserve Fund	343,122.71	*
<b>Sewer Utility Balance</b>	<u><u>\$ 1,372,526.23</u></u>	

**Total Special Funds Investment Account** \$ 6,476,331.21

W/T Bond payments - Water & Wastewater Bond Interest	\$ -
Transfer to Village-PILOT/WWTP/Other	\$ -
Transfer from Village -	\$ -
Bond Issuance, Waterworks System Revenue Bond	\$ -

\*Special Funds Electric/Sewer Depreciation Reserves; \$1M released per Utility Commission meeting, 11/11/25. Funds reallocated for General use. DJS

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 GL Account	Invoice Amount	Check Amount	Description
<b>135849</b>									
11/25	11/04/2025	135849	96729	ROLAND SCHOTT	2025-11-04	910-225200-00	138.50	138.50	UTILITY ESTIMATE OVERPAID
11/25	11/04/2025	135849	96729	ROLAND SCHOTT	2025-11-04	910-225200-00	138.50-	138.50-	V UTILITY ESTIMATE OVERPAID
Total 135849:								.00	
<b>135854</b>									
11/25	11/06/2025	135854	6641	COMPUTER & NETWORKING S	7807	910-593000-30	136.67	136.67	CARBONITE RENEWAL-1YR-JO
11/25	11/06/2025	135854	6641	COMPUTER & NETWORKING S	7807	920-593000-30	136.66	136.66	CARBONITE RENEWAL-1YR-BR
Total 135854:								273.33	
<b>135856</b>									
11/25	11/06/2025	135856	96728	DEVON HANDEL	426490	920-564100-30	100.00	100.00	WELDING ALUMINUM FLUSHIN
Total 135856:								100.00	
<b>135857</b>									
11/25	11/06/2025	135857	212	DOUBLE D SERVICES INC	49957	930-582800-30	2,066.42	2,066.42	CRANE TRUCK PLOW INSTALL
11/25	11/06/2025	135857	212	DOUBLE D SERVICES INC	50106	930-582800-30	187.50	187.50	CRANE TRUCK PLOW SWAP
Total 135857:								2,253.92	
<b>135858</b>									
11/25	11/06/2025	135858	13855	FINK'S PAVING & EXCAVATING I	6165	930-583100-30	500.00	500.00	VISTA RIDGE REPAVING
Total 135858:								500.00	
<b>135862</b>									
11/25	11/06/2025	135862	33190	MOUNT HOREB TELEPHONE C	10682646	910-592100-30	164.60	164.60	PHONE/INTERNET
11/25	11/06/2025	135862	33190	MOUNT HOREB TELEPHONE C	10682646	920-592100-30	123.44	123.44	PHONE/INTERNET
11/25	11/06/2025	135862	33190	MOUNT HOREB TELEPHONE C	10682646	930-585100-30	123.44	123.44	PHONE/INTERNET
11/25	11/06/2025	135862	33190	MOUNT HOREB TELEPHONE C	10683203	920-592100-30	193.54	193.54	PHONE/INTERNET

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
11/25	11/06/2025	135862	33190	MOUNT HOREB TELEPHONE C	10683203	920-592100-30	129.02	129.02	PHONE/INTERNET
11/25	11/06/2025	135862	33190	MOUNT HOREB TELEPHONE C	10683353	930-585100-30	237.17	237.17	PHONE/INTERNET
Total 135862:								971.21	
<b>135863</b>									
11/25	11/06/2025	135863	96320	OPEN POINT LLC	1826	910-592300-20	1,450.00	1,450.00	OPEN POINT SUBSCRIPTION
Total 135863:								1,450.00	
<b>135864</b>									
11/25	11/06/2025	135864	96729	ROLAND SCHOTT	2025-11-04	910-225200-00	138.50	138.50	UTILITY ESTIMATE OVERPAID
Total 135864:								138.50	
<b>135865</b>									
11/25	11/06/2025	135865	96727	TRANSFLUID SERVICES INC	T-INV00290	910-557100-30	27,380.00	27,380.00	OIL PROCESSING
Total 135865:								27,380.00	
<b>135868</b>									
11/25	11/13/2025	135868	2256	ANDERSON LAWN SERVICE LL	9559	910-556200-30	700.00	700.00	SEPT AND OCT MOWING
11/25	11/13/2025	135868	2256	ANDERSON LAWN SERVICE LL	9559	920-563200-30	630.00	630.00	SEPT AND OCT MOWING
Total 135868:								1,330.00	
<b>135869</b>									
11/25	11/13/2025	135869	96093	B&B TRANSFORMER INC	30036	910-110712-000	21,595.00	21,595.00	3 PHASE TAP IMP
11/25	11/13/2025	135869	96093	B&B TRANSFORMER INC	30043	910-110712-000	23,595.00	23,595.00	3 PHASE TAP IMP
Total 135869:								45,190.00	
<b>135871</b>									
11/25	11/13/2025	135871	5651	CENEX FLEETCARD-(UTILITIES	324376CL	910-593300-30	954.79	954.79	OCTOBER FUEL
11/25	11/13/2025	135871	5651	CENEX FLEETCARD-(UTILITIES	324376CL	920-593300-30	340.57	340.57	OCTOBER FUEL
Total 135871:								1,295.36	

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
<b>135872</b>									
11/25	11/13/2025	135872	5652	CENEX FLEETCARD-(WASTE	324377	930-582800-30	399.77	399.77	FLEET FUEL
Total 135872:								399.77	
<b>135873</b>									
11/25	11/13/2025	135873	96674	CUMMINS INC	F6-25101062	930-583200-30	897.45	897.45	LILLEHAMMER GEN LOAD TES
11/25	11/13/2025	135873	96674	CUMMINS INC	F6-25101063	930-583200-30	830.99	830.99	4TH ST GEN LOAD TEST
Total 135873:								1,728.44	
<b>135876</b>									
11/25	11/13/2025	135876	96730	JOE'S OVERHEAD DOORS	4076	910-110712-000	4,600.00	4,600.00	SHED DOOR
Total 135876:								4,600.00	
<b>135878</b>									
11/25	11/13/2025	135878	96734	NOREEN WAY	2025-11	910-223200-00	966.87	966.87	BUDGET BILLING CREDIT
11/25	11/13/2025	135878	96734	NOREEN WAY	2025-11	920-223200-00	34.65	34.65	BUDGET BILLING CREDIT
11/25	11/13/2025	135878	96734	NOREEN WAY	2025-11	930-223200-00	81.04	81.04	BUDGET BILLING CREDIT
Total 135878:								1,082.56	
<b>135883</b>									
11/25	11/13/2025	135883	2359	S & L UNDERGROUND INC	25-100-#3	920-134300-00	285,957.45	285,957.45	25-101 #3-NESHEIM WATER MAI
Total 135883:								285,957.45	
<b>135884</b>									
11/25	11/13/2025	135884	261	STUART C IRBY CO	S014207856.	910-115400-000	7,200.00	7,200.00	FUSED PED
Total 135884:								7,200.00	
<b>135887</b>									
11/25	11/13/2025	135887	29064	WILLI LEHNER	2025-11	910-223200-00	8,048.97	8,048.97	SOLAR CREDIT
Total 135887:								8,048.97	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
<b>135889</b>									
11/25	11/20/2025	135889	6641	COMPUTER & NETWORKING S	2025-11	910-592300-20	1,872.00	1,872.00	BLOCK OF NETWORK TIME
11/25	11/20/2025	135889	6641	COMPUTER & NETWORKING S	2025-11	920-592300-20	1,404.00	1,404.00	BLOCK OF NETWORK TIME
11/25	11/20/2025	135889	6641	COMPUTER & NETWORKING S	2025-11	930-585200-20	1,404.00	1,404.00	BLOCK OF NETWORK TIME
Total 135889:								4,680.00	
<b>135892</b>									
11/25	11/20/2025	135892	96735	EH WOLF & SONS INC	345087	930-583200-30	1,312.21	1,312.21	LIFT STATION GENERATOR FU
Total 135892:								1,312.21	
<b>135894</b>									
11/25	11/20/2025	135894	1293	FEHR-GRAHAM & ASSOCIATES	135420	910-592610-33	829.38	829.38	2025 ANNUAL SAFETY TRAININ
11/25	11/20/2025	135894	1293	FEHR-GRAHAM & ASSOCIATES	135420	920-592610-30	276.46	276.46	2025 ANNUAL SAFETY TRAININ
11/25	11/20/2025	135894	1293	FEHR-GRAHAM & ASSOCIATES	135420	930-585430-30	414.69	414.69	2025 ANNUAL SAFETY TRAININ
Total 135894:								1,520.53	
<b>135895</b>									
11/25	11/20/2025	135895	13855	FINK'S PAVING & EXCAVATING I	6220	920-565100-30	582.25	582.25	GRAVEL BIRCHWOOD MAIN BR
Total 135895:								582.25	
<b>135900</b>									
11/25	11/20/2025	135900	33130	MOUNT HOREB UTILITIES	2025-11 UTIL	910-556200-30	229.86	229.86	ELECTRIC
11/25	11/20/2025	135900	33130	MOUNT HOREB UTILITIES	2025-11 UTIL	920-562200-20	10,280.17	10,280.17	WATER
11/25	11/20/2025	135900	33130	MOUNT HOREB UTILITIES	2025-11 UTIL	930-582100-20	11,515.40	11,515.40	SEWER
Total 135900:								22,025.43	
<b>135903</b>									
11/25	11/20/2025	135903	96555	WISCONSIN HYDRANT REPAIR	25376	920-565100-30	285.00	285.00	VALVE NUT REPLACEMENT SP
Total 135903:								285.00	
<b>901938</b>									
11/25	11/06/2025	901938	3099	CLASSY CLEANERS	2782	910-593000-30	138.40	138.40	ELECTRIC
11/25	11/06/2025	901938	3099	CLASSY CLEANERS	2782	920-593000-30	34.60	34.60	WATER

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
Total 901938:								173.00	
<b>901940</b>									
11/25	11/06/2025	901940	1258	MILLENNIUM COMM & ELECTRI	25-143279-1	910-115410-000	662.50	662.50	2" AND 1.25" COUPLERS
Total 901940:								662.50	
<b>901941</b>									
11/25	11/06/2025	901941	44670	RESCO	1069199	910-556500-30	852.00	852.00	RELAY ASSEMBLY
Total 901941:								852.00	
<b>901943</b>									
11/25	11/13/2025	901943	4045	BORDER STATES INDUSTRIES I	931252578	910-115410-000	272.99	272.99	10- 2" ELBOWS
11/25	11/13/2025	901943	4045	BORDER STATES INDUSTRIES I	931388609	910-556200-30	41.44	41.44	6A FUSE LINK BOX
11/25	11/13/2025	901943	4045	BORDER STATES INDUSTRIES I	931404573	910-556200-30	1,371.58	1,371.58	712100 FUSE 100E
11/25	11/13/2025	901943	4045	BORDER STATES INDUSTRIES I	931415942	910-556200-30	73.54	73.54	8A-12A FUSE LINK
Total 901943:								1,759.55	
<b>901944</b>									
11/25	11/13/2025	901944	14485	FORSTER ELECTRICAL ENGIN	26886	910-110712-000	1,073.36	1,073.36	M25-22B
11/25	11/13/2025	901944	14485	FORSTER ELECTRICAL ENGIN	26920	910-110712-000	2,245.00	2,245.00	M25-21F
11/25	11/13/2025	901944	14485	FORSTER ELECTRICAL ENGIN	26964	910-110712-000	1,077.50	1,077.50	M25-25E
Total 901944:								4,395.86	
<b>901947</b>									
11/25	11/13/2025	901947	31623	ICS MEDICAL ANSWERING SER	25110004710	910-592100-30	121.82	121.82	TELEPHONE ANSWERING SVC
11/25	11/13/2025	901947	31623	ICS MEDICAL ANSWERING SER	25110004710	920-592100-30	91.37	91.37	TELEPHONE ANSWERING SVC
11/25	11/13/2025	901947	31623	ICS MEDICAL ANSWERING SER	25110004710	930-585100-30	91.37	91.37	TELEPHONE ANSWERING SVC
11/25	11/13/2025	901947	31623	ICS MEDICAL ANSWERING SER	25110004810	910-592100-30	67.10	67.10	TELEPHONE ANSWERING SVC
11/25	11/13/2025	901947	31623	ICS MEDICAL ANSWERING SER	25110004810	920-592100-30	50.33	50.33	TELEPHONE ANSWERING SVC
11/25	11/13/2025	901947	31623	ICS MEDICAL ANSWERING SER	25110004810	930-585100-30	50.33	50.33	TELEPHONE ANSWERING SVC
Total 901947:								472.32	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
<b>901948</b>									
11/25	11/13/2025	901948	23408	J & R UNDERGROUND LLC	42707	910-110712-000	8,015.75	8,015.75	BORE
Total 901948:								8,015.75	
<b>901949</b>									
11/25	11/13/2025	901949	1258	MILLENNIUM COMM & ELECTRI	25-140821a-	910-556200-30	349.06	349.06	4" COUPLERS
Total 901949:								349.06	
<b>901950</b>									
11/25	11/13/2025	901950	44670	RESCO	3093971	910-115410-000	172.41	172.41	GROUND ROD CLAMPS
Total 901950:								172.41	
<b>901953</b>									
11/25	11/20/2025	901953	5090	BYTEC RESOURCE MANAGEM	22572	930-582510-30	26,278.32	26,278.32	SLUDGE HAULING
Total 901953:								26,278.32	
<b>901956</b>									
11/25	11/20/2025	901956	1137	INFOSEND INC	298212	910-592300-20	831.71	831.71	UTIL BILL PRINTING/MAILING
11/25	11/20/2025	901956	1137	INFOSEND INC	298212	920-592300-20	623.78	623.78	UTIL BILL PRINTING/MAILING
11/25	11/20/2025	901956	1137	INFOSEND INC	298212	930-585200-20	623.78	623.78	UTIL BILL PRINTING/MAILING
Total 901956:								2,079.27	
<b>901957</b>									
11/25	11/20/2025	901957	96725	INSOURCE SOFTWARE SOLUTI	INV103780	930-583300-30	1,171.30	1,171.30	ANNUAL SCADA SOFTWARE RE
11/25	11/20/2025	901957	96725	INSOURCE SOFTWARE SOLUTI	INV103784	930-583300-30	1,350.00	1,350.00	WIN 911 RENEWAL
Total 901957:								2,521.30	
<b>901958</b>									
11/25	11/20/2025	901958	484	STATEWIDE ENERGY EFFICIEN	2025-11	910-225300-00	3,660.77	3,660.77	ENERGY EFFICIENCY PROGRA
Total 901958:								3,660.77	

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
<b>901959</b>									
11/25	11/20/2025	901959	48768	STRAND ASSOCIATES INC	0231835	920-139710-00	380.17	380.17	TOWER 3 SCADA ASSISTANCE
Total 901959:								380.17	
<b>25111401</b>									
11/25	11/14/2025	25111401	58071	WI DEPT OF REVENUE	2025-11-06	910-224100-00	11,650.42	11,650.42	SALES TAX PAYMENT-OCTOBE
Total 25111401:								11,650.42	
Grand Totals:								483,727.63	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
910-110712-000	62,201.61	.00	62,201.61
910-115400-000	7,200.00	.00	7,200.00
910-115410-000	1,107.90	.00	1,107.90
910-211100-000	138.50	132,677.49-	132,538.99-
910-223200-000	9,015.84	.00	9,015.84
910-224100-000	11,650.42	.00	11,650.42
910-225200-000	277.00	138.50-	138.50
910-225300-000	3,660.77	.00	3,660.77
910-556200-300	2,765.48	.00	2,765.48
910-556500-300	852.00	.00	852.00
910-557100-300	27,380.00	.00	27,380.00
910-592100-300	353.52	.00	353.52
910-592300-200	4,153.71	.00	4,153.71
910-592610-335	829.38	.00	829.38
910-593000-300	275.07	.00	275.07
910-593300-300	954.79	.00	954.79
920-134300-000	285,957.45	.00	285,957.45
920-139710-000	380.17	.00	380.17
920-211100-000	.00	301,653.46-	301,653.46-
920-223200-000	34.65	.00	34.65
920-562200-200	10,280.17	.00	10,280.17

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
920-563200-300	630.00	.00	630.00
920-564100-300	100.00	.00	100.00
920-565100-300	867.25	.00	867.25
920-592100-300	587.70	.00	587.70
920-592300-200	2,027.78	.00	2,027.78
920-592610-300	276.46	.00	276.46
920-593000-300	171.26	.00	171.26
920-593300-300	340.57	.00	340.57
930-211100-000	.00	49,535.18-	49,535.18-
930-223200-000	81.04	.00	81.04
930-582100-200	11,515.40	.00	11,515.40
930-582510-300	26,278.32	.00	26,278.32
930-582800-300	2,653.69	.00	2,653.69
930-583100-300	500.00	.00	500.00
930-583200-300	3,040.65	.00	3,040.65
930-583300-300	2,521.30	.00	2,521.30
930-585100-300	502.31	.00	502.31
930-585200-200	2,027.78	.00	2,027.78
930-585430-300	414.69	.00	414.69
Grand Totals:	<u>484,004.63</u>	<u>484,004.63-</u>	<u>.00</u>

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

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City Recorder: \_\_\_\_\_

Report Criteria:

Report type: GL detail

Vendor.Vendor number = {<>} 2461

Check.Type = {<>} "Adjustment"

Invoice Detail.GL account (3 Characters) = "910","920","930"

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 GL Account	Invoice Amount	Check Amount	Description
<b>25111801</b>									
<b>ADOBE SYSTEMS INCORPORATED</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	6417-326283	930-585100-30	19.99	19.99	ADOBE MONTHLY FEE
Total ADOBE SYSTEMS INCORPORATED:								19.99	
<b>AMAZON.COM LLC</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	2527-111-090	910-556200-30	76.10	76.10	INHIBITOR
11/25	11/18/2025	25111801	2461	U.S. BANK	2527-111-090	910-556200-30	667.13	667.13	IMPACT, DETERGENT, KLEINS,
11/25	11/18/2025	25111801	2461	U.S. BANK	2527-111-103	910-556200-30	46.95	46.95	STEP DRILL BIT
11/25	11/18/2025	25111801	2461	U.S. BANK	2527-111-204	910-556200-30	156.99	156.99	RATCHET WRENCH
11/25	11/18/2025	25111801	2461	U.S. BANK	2527-111-465	910-556200-30	243.96	243.96	DUCT CUTTERS AND TAPE ME
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-112-811	910-592100-30	11.39	11.39	STAMPERS
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-112-811	920-592100-30	8.54	8.54	STAMPERS
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-112-811	930-585100-30	8.54	8.54	STAMPERS
Total AMAZON.COM LLC:								1,219.60	
<b>ARAMARK UNIFORM &amp; CAREER APPAREL LLC</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-614067	930-585600-30	155.69	155.69	UNIFORM SERVICES
Total ARAMARK UNIFORM & CAREER APPAREL LLC:								155.69	
<b>AUTOMATIC ENTRANCES OF WISCONSIN INC</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	4019-62195	930-583400-30	478.00	478.00	AUTOMATED GATE CHECK-UP
Total AUTOMATIC ENTRANCES OF WISCONSIN INC:								478.00	
<b>CORE &amp; MAIN LP</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	7887-X87522	920-565100-30	216.47	216.47	6" WATER MAIN BAND
11/25	11/18/2025	25111801	2461	U.S. BANK	7887-X87523	920-134600-00	1,786.22	1,786.22	2" WATER METER

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
Total CORE & MAIN LP:								2,002.69	
<b>DINGES FIRE COMPANY</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	4019-77800	930-585610-30	190.00	190.00	GAS METER CALIBRATIONS
Total DINGES FIRE COMPANY:								190.00	
<b>FINGER PUBLISHING INC</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-174803	920-593000-30	38.04	38.04	HYDRANT FLUSHING
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-174803	920-593000-30	24.00	24.00	CLEAN WATER LOAN RESO
Total FINGER PUBLISHING INC:								62.04	
<b>KELENY TOP SOIL INC</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	9533-37513,	910-110712-000	1,962.00	1,962.00	TOPSOIL
Total KELENY TOP SOIL INC:								1,962.00	
<b>MADISON GAS &amp; ELECTRIC</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-840284	910-556200-30	72.09	72.09	ELECTRIC
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-840284	920-564100-30	74.66	74.66	WATER
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-840284	930-582100-20	123.63	123.63	SEWER
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-840637	910-556200-30	64.24	64.24	ELECTRIC
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-840637	920-564100-30	80.32	80.32	WATER
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-840637	930-582100-20	105.38	105.38	SEWER
Total MADISON GAS & ELECTRIC:								520.32	
<b>MILLER &amp; SONS INC</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	1609-301895	910-114555-000	14.97	14.97	ICE FOR PUBLIC POWER COOK
11/25	11/18/2025	25111801	2461	U.S. BANK	1609-303126	910-556200-30	48.48-	48.48-	HALLOWEEN CANDY CREDIT
11/25	11/18/2025	25111801	2461	U.S. BANK	1609-303127	910-556200-30	45.95	45.95	HALLOWEEN CANDY
11/25	11/18/2025	25111801	2461	U.S. BANK	1609-334146	910-556200-30	48.48	48.48	HALLOWEEN CANDY
11/25	11/18/2025	25111801	2461	U.S. BANK	5459-261719	910-114555-000	35.85	35.85	POP FOR PUBLIC POWER COO
11/25	11/18/2025	25111801	2461	U.S. BANK	5459-261720	910-114555-000	1.87-	1.87-	CREDIT FOR TAX
Total MILLER & SONS INC:								94.90	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
<b>MOUNT HOREB AUTO SUPPLY INC</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	6417-629220	930-583200-30	150.46	150.46	BATTERY FOR GENERATOR/4T
Total MOUNT HOREB AUTO SUPPLY INC:								150.46	
<b>NCL OF WISCONSIN INC</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	6417-527354	930-582710-30	577.95	577.95	LAB SUPPLIES
Total NCL OF WISCONSIN INC:								577.95	
<b>O'REILLY AUTO PARTS</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	6417-4406-4	930-583300-30	.58	.58	VACCUM TUBING
Total O'REILLY AUTO PARTS:								.58	
<b>PITNEY BOWES GLOBAL FINANCIAL SERVICES</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-102826	910-592100-30	87.30	87.30	INK & INK PAD KIT
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-102826	920-592100-30	65.48	65.48	INK & INK PAD KIT
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-102826	930-585100-30	65.48	65.48	INK & INK PAD KIT
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-332128	910-592100-30	95.01	95.01	POSTAGE MACHINE LEASE
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-332128	920-592100-30	71.27	71.27	POSTAGE MACHINE LEASE
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-332128	930-585100-30	71.27	71.27	POSTAGE MACHINE LEASE
Total PITNEY BOWES GLOBAL FINANCIAL SERVICES:								455.81	
<b>PREMIER COOPERATIVE</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	6218-341716	910-556500-30	19.99	19.99	40A CIRCUIT BREAKER
11/25	11/18/2025	25111801	2461	U.S. BANK	6417-102225	930-582700-30	14.67	14.67	HARDWARE FOR VACTOR
11/25	11/18/2025	25111801	2461	U.S. BANK	6417-102225	930-585600-30	27.98	27.98	KEYBOARD DUSTERS
11/25	11/18/2025	25111801	2461	U.S. BANK	7232-100825	930-583400-30	109.90	109.90	SALT FOR SOFTENER
11/25	11/18/2025	25111801	2461	U.S. BANK	7232-102025	930-583400-30	7.79	7.79	ALUMINUM PIPE
11/25	11/18/2025	25111801	2461	U.S. BANK	7232-102025	930-585600-30	37.98	37.98	TRASH BAGS
11/25	11/18/2025	25111801	2461	U.S. BANK	7232-102325	930-582700-30	82.34	82.34	HARDWARE/STOCK
11/25	11/18/2025	25111801	2461	U.S. BANK	7559-101425	930-583400-30	45.99	45.99	GRASS SEED
11/25	11/18/2025	25111801	2461	U.S. BANK	7887-341716	920-562300-30	35.98	35.98	LED BULBS TOWER 3
11/25	11/18/2025	25111801	2461	U.S. BANK	7887-348237	920-562300-30	31.16	31.16	HYDRANT DIFFUSER MAINT.
11/25	11/18/2025	25111801	2461	U.S. BANK	7887-349506	920-562300-30	35.98-	35.98-	RETURNED LED LIGHT BULBS
11/25	11/18/2025	25111801	2461	U.S. BANK	9992-137900	910-556200-30	70.34	70.34	SOFTNER SALT SHOP
11/25	11/18/2025	25111801	2461	U.S. BANK	9992-137900	920-563200-30	17.58	17.58	SOFTNER SALT SHOP

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
Total PREMIER COOPERATIVE:								465.72	
<b>QUILL CORPORATION</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-462932	910-592100-30	81.16	81.16	UTILITY ENVELOPES
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-462932	920-592100-30	60.87	60.87	UTILITY ENVELOPES
11/25	11/18/2025	25111801	2461	U.S. BANK	6917-462932	930-585100-30	60.87	60.87	UTILITY ENVELOPES
Total QUILL CORPORATION:								202.90	
<b>RINGCENTRAL INC</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	4019-INVA84	930-585100-30	430.18	430.18	PHONE SERVICE
Total RINGCENTRAL INC:								430.18	
<b>SHOE BOX LTD</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	7887-000003	920-593000-30	283.50	283.50	WORK BOOTS BRIAN SCHULT
Total SHOE BOX LTD:								283.50	
<b>SLOAN IMPLEMENT COMPANY INC</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	6417-411894	930-583400-30	18.00	18.00	CHAIN SHARPENING
Total SLOAN IMPLEMENT COMPANY INC:								18.00	
<b>STAFFORD ROSENBAUM LLP</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	4881-131525	930-585200-20	1,876.00	1,876.00	SEWER EASEMENT
Total STAFFORD ROSENBAUM LLP:								1,876.00	
<b>TALLMAN EQUIPMENT CO INC</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	2527-160531	910-556200-30	307.71	307.71	CUTTERS(2)
11/25	11/18/2025	25111801	2461	U.S. BANK	2527-344983	910-556200-30	279.32	279.32	BUCKET HOOKS, BRUSH(3), CU
Total TALLMAN EQUIPMENT CO INC:								587.03	
<b>UNITED STATES CELLULAR CORPORATION</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	2527-075796	910-592100-30	31.50	31.50	TABLETS
11/25	11/18/2025	25111801	2461	U.S. BANK	2527-075796	920-110790-000	107.45	107.45	TABLETS
11/25	11/18/2025	25111801	2461	U.S. BANK	2527-075796	930-583100-30	25.49	25.49	TABLETS

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
Total UNITED STATES CELLULAR CORPORATION:								164.44	
<b>USA BLUE BOOK</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	4019-INV008	930-583300-30	485.22	485.22	FILTERS
11/25	11/18/2025	25111801	2461	U.S. BANK	6417-INV008	930-582710-30	173.84	173.84	AMMONIA TEST PILLOWS
Total USA BLUE BOOK:								659.06	
<b>VIKING HARDWARE INC</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	7232-102725	930-582800-30	17.99	17.99	PLOW/CRANE TRUCK
Total VIKING HARDWARE INC:								17.99	
<b>W W GRAINGER INC</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	4019-970080	930-583200-30	33.48	33.48	FUSES FOR GENERATOR/4TH
Total W W GRAINGER INC:								33.48	
<b>WISCONSIN STATE LABORATORY OF HYGIENE</b>									
11/25	11/18/2025	25111801	2461	U.S. BANK	4019-506091	930-582710-30	114.00	114.00	SLUDGE ANALYSIS
11/25	11/18/2025	25111801	2461	U.S. BANK	7887-821666	920-564100-30	296.00	296.00	FLUORIDE VOC TESTING
Total WISCONSIN STATE LABORATORY OF HYGIENE:								410.00	
Total 25111801:								13,038.33	
Grand Totals:								13,038.33	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
910-110712-000	1,962.00	.00	1,962.00
910-114555-000	50.82	1.87-	48.95
910-211100-000	50.35	4,418.43-	4,368.08-
910-556200-300	2,079.26	48.48-	2,030.78
910-556500-300	19.99	.00	19.99

GL Account	Debit	Credit	Proof
910-592100-300	306.36	.00	306.36
920-110790-000	107.45	.00	107.45
920-134600-000	1,786.22	.00	1,786.22
920-211100-000	35.98	3,197.54-	3,161.56-
920-562300-300	67.14	35.98-	31.16
920-563200-300	17.58	.00	17.58
920-564100-300	450.98	.00	450.98
920-565100-300	216.47	.00	216.47
920-592100-300	206.16	.00	206.16
920-593000-300	345.54	.00	345.54
930-211100-000	.00	5,508.69-	5,508.69-
930-582100-200	229.01	.00	229.01
930-582700-300	97.01	.00	97.01
930-582710-300	865.79	.00	865.79
930-582800-300	17.99	.00	17.99
930-583100-300	25.49	.00	25.49
930-583200-300	183.94	.00	183.94
930-583300-300	485.80	.00	485.80
930-583400-300	659.68	.00	659.68
930-585100-300	656.33	.00	656.33
930-585200-200	1,876.00	.00	1,876.00
930-585600-300	221.65	.00	221.65
930-585610-300	190.00	.00	190.00
Grand Totals:	13,210.99	13,210.99-	.00

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

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City Recorder: \_\_\_\_\_

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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"

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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: November 2025

- 7 New Underground Services
- 2 Outages (1- Squirrel, 1- Dead Tree)
- Crew spent a lot of time doing clean up at North Rd and continued digging there.
- Brookview Trail development is done.
- 3 phase extension done.
- 2- 1 phase extensions done.
- Quite a few solar installations done.
- Helped MHTC with digging up a bad cable.
- Hoping to have OMS (Outage Management System) moving forward beginning of 2026.



We are Publicly Owned and Operated

## Mount Horeb Water Utility

Brian Schult

Water Superintendent

301 Blue Mounds St. Mt. Horeb, WI 53572

(608) 437-9431 or (608) 437-3084

Direct (608) 437-9431

Cell # (608) 636-5763

In the month of November, we worked on switching out radio read boxes to flex net boxes.

We had 1 broken water main to repair on 109 Oakridge street.

We had 1 service leak at 206 Blue View Dr.

We had to rebuild a hydrant on N. 8<sup>th</sup> Street that was hit by a car.

The Nesheim project has been completed, final pavement has been put down and all the landscaping has been completed. The final walkthrough with the Smith Group will take place in April 2026 to get a punch list together on anything that was missed or needs attention.

We did our 10 bacti and 1 flouride split sample and 4 quarterly raw water for the month.

We had quite a few highwater usages to follow up with.

Thank You,

Brian Schult



# Mount Horeb Wastewater

## Monthly Report for November 2025

Submitted 12/04/2025

The plant is running well; we are operating below all permitted limits.

We've begun a review of our website design and information. We're planning to update the utility's page before the end of the year to include a bit more specific information about the utility, collections system, and treatment facility, as well as some general public education regarding lateral care/maintenance and sanitary system operations.

Our Aerzen Hybrid blower has been down for the majority of the month due to a leaking oil fitting. The replacement fitting was delivered today and the repair will be completed ASAP.

Staff have started reviewing our televising reports to better identify and prioritize repair work in our collection system next year.

In October we cleaned 2340' of sanitary sewer, and completed 21 manhole inspections, and completed grease cleaning from four lift stations.

We handled one call-out this month for an issue on the homeowner's side.

Our biosolids were analyzed for PFAS as required by our permit, results are included on the Operations Report.



# Monthly Wastewater Utility Operations Report

November 2025

Submitted to the Utility Commission 12/04/2025

**Monthly average influent flow: 401,000 gpd**      Design average flow: 790,000 gpd

## **Biological Oxygen Demand (5 day)**

**BOD5** Influent: 296 mg/l mo. average      Daily maximum: 462 mg/l

Effluent: .58 mg/l mo. average      Daily maximum: 3.0 mg/l

**Permit limit: 22 mg/l mo. average**      Times exceeded 0

Effluent mo. average lbs/day: 1.95

**Permit limit: 145 lbs/day monthly average**      Times exceeded: 0

## **Total Suspended Solids**

**TSS-** Influent: 423 mg/l mo. average      Daily maximum: 741 mg/l

Effluent: 2.52 mg/l mo. average      Daily maximum: 4.8 mg/l

**Permit limit: 22 mg/l mo. average**      Times exceeded: 0

Effluent mo. average lb/day: 8.4

**Permit limit: 145 lbs/day mo. average**      Times exceeded: 0

**Ammonia Nitrogen-** Effluent monthly average: <.08 mg/l

**Permit limit: 4.0 mg/l monthly average**      Times exceeded: 0

**Total Phosphorus-** Effluent monthly average: .29 mg/l

**Permit limit: 1.0 mg/l monthly average**      Times exceeded: 0

Six Month Rolling Avg (May-Oct): .29 mg/L

**Six Month Avg Limit: .6 mg/L**

**Chloride-** Effluent weekly average: 387.5 mg/l (4 consecutive samples for the week)

**Permit limit: 520 mg/l weekly average**      Times exceeded: 0

**Dissolved Oxygen-** Effluent daily minimum: 8.83 mg/l

**Permit limit: 6 mg/l daily minimum**      Times exceeded: 0

**Bio-Solids Analysis - PFOS+PFOA:** 31.4 ng/g (ppb)

No current limit in effect, >50 ng/g requires reduced application rate