CITY OF MERRILL

COMMITTEE OF THE WHOLE

AGENDA ● TUESDAY OCTOBER 13, 2020

Budget Session | **City Hall Council Chambers** | **5:15 PM**

I. Call to order

II. Public Comment

III. Consider Utility 2021 Budget requests including:

* Landfill Fund

1. Budget 2021 - Landfill

* Water Fund

2. Budget 2021 - Water

* Sewer Fund

3. Budget 2021 - Sewer

* Utility Capital equipment and projects

4. Budget 2021 - Utility Capital

IV. Consider Garbage and Recycling Service for 2021

1. Budget 2021 - Garbage & Recycling

V. Adjournment

CITY OF MERRILL

LANDFILL FUND

2021 BUDGET REQUESTS

Revised: 10/1/2020

10-01-2020 04:52 PM

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

20 -Remedial Action-Landfill
Remediation Action

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
EXPENDITURES								
Personnel Services								
53622-01-21000 Wages - Street-Perm	677	0	250	82	250	250	0	
53622-01-25000 Wages-Streets LTE	0	0	0	0	0	0	0	
53622-01-41610 Wages - Utility Personnel	3,781	4,678	5,250	5,373	6,250	6,250	1,000	
53622-01-51000 Social Security	261	377	425	393	500	515	90	
53622-01-52000 Retirement (WRS)	188	297	390	342	450	455	65	
53622-01-54000 Health Insurance	364	939	1,500	1,210	1,500	1,500	0	
53622-01-55000 Life Insurance	5	4	10	10	15	15	5	
TOTAL Personnel Services	5,277	6,294	7,825	7,410	8,965	8,985	1,160	
Contractual Services								
53622-02-13250 Engineering Fees	4,535	4,090	2,500	4,669	4,669	4,000	1,500	
53622-02-15000 WI DNR Review Fee	0	0	0	0	0	0	0	
53622-02-21800 Observation Wells	0	0	2,000	0	9	1,500	(500)	
53622-02-21875 Mowing & Repairs-Landfill	34	719	1,000	0	0	750	(250)	
53622-02-22000 Gas Monitoring	1,729	2,169	1,500	4,902	6,000	6,000	4,500	
53622-02-22500 Contractor - Sampling	13,281	12,745	12,750	6,396	8,750	8,750	(4,000)	
TOTAL Contractual Services	19,580	19,724	19,750	15,967	19,428	21,000	1,250	

53622-02-1325Engineering Fees — PERMANENT NOTES:
Sand Creek Consultants, Inc.

53622-02-2200Gas Monitoring — PERMANENT NOTES:
Northern Lake Service, Inc., as well as Wisconsin Public Service (Solid Waste Monitor),

53622-02-2250Contractor - Sampling — PERMANENT NOTES:
Northern Lake Service, Inc.

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
TOTAL EXPENDITURES	24,857	26,018	27,575	23,377	28,393	29,985	2,410	
FUND TOTAL REVENUES	0	0	0	0	0	0	0	
FUND TOTAL EXPENDITURES	24,857	26,018	27,575	23,377	28,393	29,985	2,410	
REVENUE OVER/(UNDER) EXPENDITURES	(24,857)	(26,018)	(27,575)	(23,377)	(28,393)	(29,985)	(2,410)	

*** END OF REPORT ***

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Attachment: Budget 2021-Landfill (5362 : Budget 2021 - Landfill)

CITY OF MERRILL

WATER UTILITY

2021 BUDGET REQUESTS

Revised: 10/1/2020

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

62 -Water Fund
Non-Departmental

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
REVENUES								
Taxes (or Utility Rev.)								
40000-41150 Rev-Merch-Jobbing-Contract	7,388	6,580	8,000	70	1,500	8,000	0	
40000-41180 Alamosa (Sprint) Rev.	25,703	23,726	23,726	17,794	23,726	23,726	0	
40000-41181 at&t - American Cellular Rev	35,100	32,400	32,400	25,100	32,400	32,400	0	
40000-41182 Nsighting Cellular Rev.	22,800	22,800	22,800	18,600	22,800	22,800	0	
40000-41183 Alltel Cellular (Verizon)	23,100	23,100	23,100	17,325	23,100	23,100	0	
40000-41197 Interest-SDWLP Reserve	1,535	1,784	1,250	473	525	350	(900)	
TOTAL Taxes (or Utility Rev.)	115,626	110,390	111,276	79,362	104,051	110,376	(900)	
Specials (Utility Rev.)								
40000-42800 Amortized Debt Cost	0	0	(1,438)	0	(1,438)	(1,438)	0	
TOTAL Specials (Utility Rev.)	0	0	(1,438)	0	(1,438)	(1,438)	0	
Public Charges-Services								
40000-46020 Unmetered Sales-Commercial	648	2,696	1,750	0	1,750	1,750	0	
40000-46110 Metered Sales-Gen Customers	705,025	690,602	705,000	527,421	705,000	705,000	0	
40000-46120 Metered Sales-Commercial	196,844	170,698	197,000	119,687	172,500	180,000	(17,000)	
40000-46130 Metered Sales-Industrial	70,824	73,643	71,000	51,626	71,000	71,000	0	
40000-46150 Metered - Multi-Family Res	49,115	47,514	52,000	35,317	50,000	50,000	(2,000)	
40000-46200 Fire Protection-Private	35,550	36,212	35,500	28,475	35,500	35,500	0	
40000-46300 Fire Protection - Public	125,160	125,160	125,160	93,870	125,160	125,160	0	
40000-46350 PFP Fee-Water Bills	249,602	252,757	249,750	189,219	249,750	249,750	0	
40000-46400 Other Sales-Public Author.	72,509	67,490	72,500	45,376	55,500	72,500	0	
TOTAL Public Charges-Services	1,505,278	1,466,773	1,509,660	1,090,991	1,466,160	1,490,660	(19,000)	

40000-46110 Metered Sales-Gen CustomerPERMANENT NOTES:
Last Water Simplified Rate adjustment authorized by
Wisconsin PSC effective August 1st, 2017.

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
Intergov Charges (Misc.)								
40000-47100 Misc Service & Revenue	17,593	2,501	10,000	6,147	10,000	10,000	0	
40000-47150 Water Turn on Chg/Delinquent	3,520	4,225	3,500	1,565	2,000	3,500	0	
40000-47400 Other Miscellaneous Revenues	6,762	6,313	3,000	877	1,250	3,000	0	
40000-47500 GIS Map-Water Rev.	10	10	25	0	25	25	0	
40000-47700 Interest - Delinquent Water	6,646	3,014	7,250	1,050	1,250	7,250	0	
TOTAL Intergov Charges (Misc.)	34,531	16,063	23,775	9,639	14,525	23,775	0	
Miscellaneous Revenues								
40000-48100 Interest - Investments	7,378	9,124	7,500	704	800	500	(7,000)	
40000-48250 Proceeds-Long Term Debt	0	325,000	350,000	0	335,000	0	(350,000)	
40000-48300 Insurance Reimb.	0	0	0	0	0	0	0	
40000-48510 CARES-Federal Grant	0	0	0	0	376	0	0	
TOTAL Miscellaneous Revenues	7,378	334,124	357,500	704	336,176	500	(357,000)	

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

62 -Water Fund
Non-Departmental

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
Other Financing Sources								
40000-49777 TID Capital Contribution	142,689	46,094	0	0	0	0	0	
40000-49785 Donations/Grants-Contributed	12,280	0	0	0	0	0	0	
TOTAL Other Financing Sources	154,969	46,094	0	0	0	0	0	
TOTAL REVENUES	1,817,782	1,973,444	2,000,773	1,180,696	1,919,474	1,623,873	(376,900)	
EXPENDITURES								
Work Orders - Utility								
50000-07-00700 WO - Tap Service	0	0	0	(146)	0	0	0	
50000-07-00703 VFW - Johnson St.	0	0	0	0	0	0	0	
50000-07-01000 East Side Water Study	0	0	0	0	0	0	0	
50000-07-01022 Tower Mixers	0	0	11,700	11,700	11,700	0	(11,700)	
50000-07-55635 Water Garage-Roof Replace	0	0	0	0	0	0	0	
50000-07-55640 M-1-2020 Project-Water	0	0	280,000	348,102	355,000	0	(280,000)	
50000-07-55645 M-1-2021 -Water	0	0	0	0	0	68,000	68,000	
50000-07-55700 Radio Read Meter System	0	0	0	0	0	0	0	
50000-07-55722 Radios	0	0	0	0	0	0	0	
50000-07-55781 SCADA Modernization	0	0	0	0	0	10,000	10,000	
50000-07-62533 Truck Box & Plow	0	0	0	0	0	0	0	
TOTAL Work Orders - Utility	0	0	291,700	359,656	366,700	78,000	(213,700)	
TOTAL EXPENDITURES	0	0	291,700	359,656	366,700	78,000	(213,700)	
REVENUE OVER/(UNDER) EXPENDITURES	1,817,782	1,973,444	1,709,073	821,040	1,552,774	1,545,873	(163,200)	

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

62 -Water Fund
Pumping Expenses

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
EXPENDITURES								
53711-00-62000 Operation Labor - Pumping	9,944	12,236	15,000	7,089	15,000	14,000	(1,000)	
53711-00-62200 Operation - Electric Pump	42,436	38,315	42,500	23,963	42,500	42,500	0	
53711-00-62210 Gas for Heat	4,836	4,870	4,750	2,487	4,750	4,750	0	
53711-00-62500 Maint. - Pumping Plant	18,263	23,998	17,500	12,892	22,500	28,000	10,500	
TOTAL	75,478	79,419	79,750	46,431	84,750	89,250	9,500	

53711-00-6250Maint. - Pumping Plant PERMANENT NOTES:
In 2021, inspection of Well No. 2 - about $10,500.

TOTAL EXPENDITURES	75,478	79,419	79,750	46,431	84,750	89,250	9,500	

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

62 -Water Fund
Water Treatment Expenses

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
EXPENDITURES								
53712-00-63000 Operation Labor-Treatment	11,445	12,058	13,250	7,207	13,250	13,250	0	
53712-00-63100 Chemicals	10,764	11,161	10,000	9,129	10,000	10,500	500	
53712-00-63110 Phosphate Chemicals	5,110	4,421	9,000	15,652	16,652	15,000	6,000	
53712-00-63200 Water Treatment Supplies	5,858	4,764	7,500	4,122	7,500	7,000	(500)	
53712-00-63210 Outside Services-Testing	3,189	4,195	13,000	4,621	7,500	5,000	(8,000)	
53712-00-63500 Maint - Treatment Plant	14,026	13,982	15,000	10,256	15,000	50,000	35,000	
TOTAL	50,392	50,580	67,750	50,987	69,902	100,750	33,000	

53712-00-6321Outside Services-Testing — PERMANENT NOTES:
In 2020, additional testing (RAD's, Lead, and Cooper).

53712-00-6350Maint - Treatment Plant — PERMANENT NOTES:
Layne Christensen Company cleaning of filter media - $27,655 in 2016. This will be reoccuring expense every four to six years.

53712-00-6350Maint - Treatment Plant — CURRENT YEAR NOTES:
Estimated at $35,000 for 2021. Please see following picture of water treatment unit.

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
TOTAL EXPENDITURES	50,392	50,580	67,750	50,987	69,902	100,750	33,000	

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

62 -Water Fund
Trans & Distribution Exp

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
EXPENDITURES								
53713-00-64000 Operation Labor - Trans &	61,413	63,325	65,250	44,319	65,250	65,250	0	
53713-00-64100 Supplies & Expenses	8,987	4,405	10,000	3,437	10,000	8,500	(1,500)	
53713-00-64110 Warehouse Cost of Operati	19,939	17,130	17,500	13,311	17,500	18,500	1,000	
53713-00-64500 Cross Connection Inspecti	28,419	19,987	29,000	13,047	29,000	29,000	0	
53713-00-65000 Maint-Standpipe/Reservior	10,999	16,535	20,000	4,821	10,000	15,000	(5,000)	
53713-00-65100 Maint - Water Mains	40,794	59,046	32,500	29,827	32,500	32,500	0	
53713-00-65200 Maint - Services	48,473	26,241	25,000	22,102	25,000	27,000	2,000	
53713-00-65201 Maint - Diggers Hotline	23,557	25,151	23,500	18,806	23,500	25,000	1,500	
53713-00-65300 Maint - Meters	24,350	14,551	30,000	13,586	30,000	30,000	0	
53713-00-65400 Maint - Hydrants	15,133	24,784	20,000	11,081	20,000	20,000	0	
53713-00-65500 Maint - Other Plant	8,850	13,511	7,500	14,580	15,000	10,000	2,500	
53713-00-65510 Maint - S.C.A.D.A.	0	188	6,000	0	5,000	6,000	0	
TOTAL	290,913	284,856	286,250	188,917	282,750	286,750	500	

53713-00-6450Cross Connection Inspectio PERMANENT NOTES:
HydroDesigns contract for inspection service.

53713-00-6500Maint-Standpipe/Reserviors PERMANENT NOTES:
Inspection planned at Well No. 4 in 2020 which may require rehab work.

53713-00-6520Maint - Diggers Hotline PERMANENT NOTES:
There is also City streetlight Digger' Hotline locate expense in Streetlights and Fiber locate in Information Technology.

53713-00-6530Maint - Meters PERMANENT NOTES:
Replacing brass meters with new plastic meters.

53713-00-6551Maint - S.C.A.D.A. PERMANENT NOTES:
Beginning in 2020, replacement of cables and antennas at wells and towers.

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
TOTAL EXPENDITURES	290,913	284,856	286,250	188,917	282,750	286,750	500	

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

62 -Water Fund
Customer Accts Expenses

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
EXPENDITURES								
53714-00-21220 COVID-19 Leave	0	0	0	376	376	0	0	
53714-00-90100 Oper. Labor - Meter Read	4,715	4,700	7,500	5,776	7,500	7,500	0	
53714-00-90200 Labor-Accounting/Collect	71,444	73,239	72,250	59,483	75,000	77,500	5,250	
53714-00-90300 Supplies & Expenses	4,867	4,682	5,500	4,484	5,500	5,500	0	
TOTAL	81,026	82,621	85,250	70,120	88,376	90,500	5,250	

53714-00-9020Labor-Accounting/Collect PERMANENT NOTES:
Two full-time Utility Billing positions effective in 2017.
Split 50% Water and 50% Sewer.

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
TOTAL EXPENDITURES	81,026	82,621	85,250	70,120	88,376	90,500	5,250	

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

62 -Water Fund
Admin & General Expenses

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
EXPENDITURES								
53716-00-85010 Computer & Software	50,993	17,573	32,500	30,310	32,500	32,500	0	
53716-00-85025 Fiber - Internet-PRI	19,800	19,800	20,000	11,025	15,000	15,000	(5,000)	
53716-00-85500 GIS - Water Components	4,053	4,840	5,000	5,846	7,500	5,000	0	
53716-00-85550 GIS - Water Design	0	0	20,000	20,457	22,500	20,000	0	
53716-00-92000 Adm./General Salaries	50,704	57,474	57,500	52,834	57,500	60,000	2,500	
53716-00-92001 PSC Amortization Expense	3,710	0	3,706	0	3,706	3,706	0	
53716-00-92100 Supplies & Expenses	2,693	3,209	4,500	2,143	4,500	4,500	0	
53716-00-92300 Outside Serv. Employed	15,659	18,263	25,000	14,983	25,000	25,000	0	
53716-00-92400 Property Insurance	10,924	11,375	12,000	0	12,000	12,000	0	
53716-00-92600 Workers Comp Insurance	11,418	14,131	12,000	14,592	14,592	15,750	3,750	
53716-00-92610 Employee Retirement-WRS	21,977	23,758	27,500	19,274	27,500	27,500	0	
53716-00-92620 Employee Health Ins.	96,849	98,197	98,500	65,576	90,000	95,000	(3,500)	
53716-00-92630 Employee Life Ins	1,174	1,252	1,500	1,046	1,500	1,500	0	
53716-00-92635 Sick Leave Lump Sum	0	0	0	0	0	0	0	
53716-00-92637 Water Fringe Benefits	1,579	0	0	0	0	0	0	
53716-00-92640 Unemployment Comp.	0	0	0	0	0	0	0	
53716-00-92800 Regulatory Com. Expense	125	125	1,000	125	1,000	1,000	0	
53716-00-93000 Miscellaneous Expense	4,914	5,899	5,000	2,775	5,000	5,000	0	
53716-00-93300 Transportation Expense	10,715	8,023	10,000	5,495	10,000	10,000	0	
53716-00-93403 Dep.-Financed Plant	362,999	0	365,000	0	365,000	365,000	0	
53716-00-93426 Contributed Plant Dep.	55,286	0	55,500	0	55,500	55,500	0	
53716-00-93500 Maint.-General Plant	2,476	0	3,000	0	0	3,000	0	
TOTAL	728,047	283,920	759,206	246,481	750,298	756,956	(2,250)	

53716-00-8555GIS - Water Design

PERMANENT NOTES:
GIS position with 37.5% to Water, 37.5% to Sewer, and 25.0% to General Fund.

53716-00-9200Adm./General Salaries

PERMANENT NOTES:
Includes 12.5% of City Administrator, 12.5% of IT Manager, 25% of Public Works Director/City Engineer, and Utility Manager.

53716-00-9261Employee Retirement-WRS

PERMANENT NOTES:
Finance Director Note: An additional $22,500 is being expensed through audit entries (GASB Pension Standard).

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
TOTAL EXPENDITURES	728,047	283,920	759,206	246,481	750,298	756,956	(2,250)	

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

62 -Water Fund
Contract Work

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
EXPENDITURES								
53717-00-41600 Merc,Job.,&Contract Work	3,403	1,898	3,500	1,339	3,500	3,500	0	
TOTAL	3,403	1,898	3,500	1,339	3,500	3,500	0	
TOTAL EXPENDITURES	3,403	1,898	3,500	1,339	3,500	3,500	0	

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

62 -Water Fund
Taxes

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
EXPENDITURES								
54080-00-08000 PILOT to City-Tax Equiv.	374,442	370,793	385,000	370,793	370,793	372,000	(13,000)	
54080-00-51000 SS/Medicare	15,265	26,952	22,500	21,239	21,750	23,500	1,000	
54080-00-92800 PSC Remainder Assmt.	1,581	1,593	1,500	0	1,500	1,500	0	
TOTAL	391,288	399,339	409,000	392,032	394,043	397,000	(12,000)	
TOTAL EXPENDITURES	391,288	399,339	409,000	392,032	394,043	397,000	(12,000)	

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

62 -Water Fund
Debt Service

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
EXPENDITURES								
56172-00-42500 Amortized Debt Cost	0	0	0	0	0	0	0	
56172-00-42600 Borrowing Expense	0	16,134	0	0	0	0	0	
56172-00-42700 Interest-GO Debt to City	26,403	25,020	25,019	19,991	25,019	25,019	0	
TOTAL	26,403	41,154	25,019	19,991	25,019	25,019	0	

56172-00-4270Interest-GO Debt to City PERMANENT NOTES:
For 2021, pending Series 2020 Bond information.

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
TOTAL EXPENDITURES	26,403	41,154	25,019	19,991	25,019	25,019	0	
FUND TOTAL REVENUES	1,817,782	1,973,444	2,000,773	1,180,696	1,919,474	1,623,873	(376,900)	
FUND TOTAL EXPENDITURES	1,646,951	1,223,787	2,007,425	1,375,954	2,065,338	1,827,725	(179,700)	
REVENUE OVER/(UNDER) EXPENDITURES	170,831	749,657	(6,652)	(195,258)	(145,864)	(203,852)	(197,200)	

*** END OF REPORT ***

CITY OF MERRILL

SEWER UTILITY

2021 BUDGET REQUESTS

Revised: 10/1/2020

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

63 -Sewer Fund
Non-Departmental

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
REVENUES								
Taxes (or Utility Rev.)								
40000-41150 M.J.C. Work Revenue	4,444	2,990	5,000	2,684	5,000	5,000	0	
40000-41195 Interest-Capital Replacement	11,634	22,217	15,000	5,744	6,750	3,500	(11,500)	
TOTAL Taxes (or Utility Rev.)	16,079	25,207	20,000	8,428	11,750	8,500	(11,500)	
Intergov Charges (Misc.)								
40000-47500 GIS Map-Sewer Rev.	0	10	0	0	0	0	0	
40000-47700 Interest - Sewer Bills	7,939	3,813	8,000	1,339	1,500	5,000	(3,000)	
TOTAL Intergov Charges (Misc.)	7,939	3,823	8,000	1,339	1,500	5,000	(3,000)	
Miscellaneous Revenues								
40000-48100 Interest - Investments	2,456	2,654	2,500	556	600	350	(2,150)	
40000-48222 Proceeds Long-Term Debt	0	225,000	200,000	0	200,000	0	(200,000)	
40000-48250 Fed Stimulus-BAB	365	247	0	0	0	0	0	
40000-48300 Insurance Reimb.	0	0	0	0	0	0	0	
40000-48510 CARES-Federal Grant	0	0	0	0	1,408	0	0	
40000-48999 Focus on Energy Grant	0	0	0	0	0	0	0	
TOTAL Miscellaneous Revenues	2,820	227,902	202,500	556	202,008	350	(202,150)	
Other Financing Sources								
40000-49777 TID Capital Contribution	107,673	0	8,500	0	6,644	0	(8,500)	
TOTAL Other Financing Sources	107,673	0	8,500	0	6,644	0	(8,500)	

40000-49777 TID Capital Contribution — PERMANENT NOTES:
In 2018, TID No. 11 - part of Wisconsin St. lift station generator and TID No. 8 - Alexander/Heldt Street improvements.

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
Public Charges-Services								
40000-62221 Metered - Residential	975,192	983,315	985,000	770,136	990,000	992,500	7,500	
40000-62222 Metered - Commercial	253,617	246,950	254,500	180,596	247,500	250,000	(4,500)	
40000-62223 Metered - Industrial	82,202	89,250	87,500	60,656	87,500	87,500	0	
40000-62224 Metered - Municipal	107,021	100,365	108,000	67,346	90,000	108,000	0	
40000-62225 Metered - Multi-Family Res	69,268	72,065	72,500	53,279	72,500	72,500	0	
40000-62275 Industrial Monitoring Rev.	15,500	13,500	15,500	11,625	15,500	15,500	0	
TOTAL Public Charges-Services	1,502,799	1,505,445	1,523,000	1,143,638	1,503,000	1,526,000	3,000	

40000-62221 Metered - Residential — PERMANENT NOTES:
Common Council action of 12/13/2016 - annual Sanitary Sewer rate increase of 2.5% (2017 through 2022).

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

63 -Sewer Fund
Non-Departmental

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
Other Charges-Services								
40000-63350 Other Operating Revenues	122,876	145,894	125,000	105,021	148,500	160,000	35,000	________
TOTAL Other Charges-Services	122,876	145,894	125,000	105,021	148,500	160,000	35,000	
TOTAL REVENUES	1,760,187	1,908,270	1,887,000	1,258,983	1,873,402	1,699,850	(187,150)	
EXPENDITURES								
Work Orders - Utility								
50000-07-00700 WO-Tap Service	0	0	0	0	0	0	0	________
50000-07-55525 Lift Station- 5th-Logan	0	0	0	(1,334)	0	0	0	________
50000-07-55530 Generator-WI St. Lift Sta	0	0	0	0	0	0	0	________
50000-07-55537 Pumps - WI St Lift Statio	0	0	35,000	33,219	35,000	0	(35,000)	________
50000-07-55635 Roof Replacements	0	0	0	0	0	0	0	________
50000-07-55640 M-1-2020 Project-Sewer	0	0	290,000	200,325	215,000	0	(290,000)	________
50000-07-55645 M-1-2021 - Sewer	0	0	0	0	0	60,000	60,000	________
50000-07-55647 Lining - Sewer Mains	0	0	50,000	0	50,000	50,000	0	________
50000-07-55722 Radios	0	0	0	0	0	0	0	________
50000-07-55781 SCADA Modernization	0	0	0	0	0	15,000	15,000	________
50000-07-55790 WWT - Lab Update	0	0	0	0	0	0	0	________
50000-07-56333 Primary Effluent Pumps	0	0	20,000	20,110	20,110	9	(19,991)	________
50000-07-56337 Grid Pad - Build	0	0	0	0	0	0	0	________
50000-07-56340 MCC Grit Bldg Blowers	0	0	0	0	0	0	0	________
50000-07-62510 Van 52 Replacement	0	0	0	0	0	35,000	35,000	________
50000-07-62515 Mower/Snowblower	0	0	0	0	0	0	0	________
50000-07-62539 Dewatering Pump	0	0	0	0	0	37,000	37,000	________
TOTAL Work Orders - Utility	0	0	395,000	252,320	320,110	197,009	(197,991)	

50000-07-5564Lining - Sewer Mains — PERMANENT NOTES:
Effective 2019, Non-Lapsing account for lining sewer mains.

50000-07-6251Van 52 Replacement — PERMANENT NOTES:
Through Sewage Replacement Fund.

50000-07-6253Dewatering Pump — PERMANENT NOTES:
Through Sewage Replacement Fund.

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
TOTAL EXPENDITURES	0	0	395,000	252,320	320,110	197,009	(197,991)	
REVENUE OVER/(UNDER) EXPENDITURES	1,760,187	1,908,270	1,492,000	1,006,663	1,553,292	1,502,841	10,841	

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Attachment: Budget 2021-Sewer (5364 : Budget 2021 - Sewer)

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

63 -Sewer Fund
Contract Work

			2020			2021		
	2018 ACTUAL	2019 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES								
53717-00-41600 Merc.,Job.,&Contract Work	140	1,784	500	41	500	500	0	
TOTAL	140	1,784	500	41	500	500	0	
TOTAL EXPENDITURES	140	1,784	500	41	500	500	0	

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

63 -Sewer Fund
Taxes - SS/Medicare

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
EXPENDITURES								
54080-00-51000 SS/Medicare Taxes	31,894	34,737	33,500	26,574	35,500	37,500	4,000	
TOTAL	31,894	34,737	33,500	26,574	35,500	37,500	4,000	
TOTAL EXPENDITURES	31,894	34,737	33,500	26,574	35,500	37,500	4,000	

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

63 -Sewer Fund
Operations

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
EXPENDITURES								
56150-00-82000 Operating Plant	57,914	59,876	63,000	53,552	62,500	63,000	0	
56150-00-82010 Lab. Labor	54,382	55,523	57,250	42,487	57,250	82,500	25,250	
56150-00-82100 Power & Fuel for Pumping	29,985	27,017	30,500	18,608	30,000	30,500	0	
56150-00-82200 Power & Fuel for Aeration	38,721	32,363	44,000	22,257	37,500	44,000	0	
56150-00-82210 Gas for Heat & Digesters	13,896	9,883	12,500	7,882	12,500	12,500	0	
56150-00-82300 Chlorine	3,744	2,180	3,500	3,749	3,749	3,500	0	
56150-00-82400 Phosphorous Removal Chem.	35,485	26,155	35,000	22,330	30,000	35,000	0	
56150-00-82600 Other Chemicals	0	0	0	7,538	7,538	0	0	
56150-00-82700 Other Operating Sup/Exp	3,502	6,249	5,500	3,544	5,500	5,500	0	
56150-00-82705 Industrial Monitoring	8,904	9,093	8,000	5,026	9,000	9,000	1,000	
56150-00-82710 Laboratory Supplies	6,640	6,318	10,000	9,733	10,000	10,000	0	
56150-00-82720 Landfill Tipping Fees	2,104	2,487	3,000	2,599	3,000	3,000	0	
56150-00-82800 Transportation	7,624	4,927	6,500	5,565	6,500	6,500	0	
TOTAL	262,901	242,072	278,750	204,871	275,037	305,000	26,250	

56150-00-8201Lab. Labor — PERMANENT NOTES:
Difference for 2021 fourth Wastewater Operator position.

56150-00-8260Other Chemicals — PERMANENT NOTES:
in 2020, Caustic Soda which is purchased on irregular basis.

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
TOTAL EXPENDITURES	262,901	242,072	278,750	204,871	275,037	305,000	26,250	

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

63 -Sewer Fund
Maintenance

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
EXPENDITURES								
56152-00-83100 Sewer Main Maintenance	49,282	52,767	57,000	33,881	53,000	57,000	0	
56152-00-83107 Televising of Sewers	14,846	14,879	15,000	6,642	15,000	15,000	0	
56152-00-83110 Repair of Sewers	63,276	0	20,000	0	20,000	20,000	0	
56152-00-83200 Lift Station Maintenance	22,242	27,197	27,500	18,892	27,500	27,500	0	
56152-00-83300 Primary Maintenance	31,689	34,089	32,500	21,280	32,500	32,500	0	
56152-00-83301 PSC Amortization Expense	5,069	0	5,072	0	5,072	5,072	0	
56152-00-83310 Secondary Maintenance	37,030	28,303	32,500	16,777	32,500	35,000	2,500	
56152-00-83320 Digesters Maintenance	91,175	28,627	30,000	16,016	30,000	30,000	0	
56152-00-83330 Belt Press Maintenance	7,074	16,956	10,000	15,225	10,000	12,000	2,000	
56152-00-83340 Sludge Disposal	7,429	4,787	6,500	6,689	6,500	7,000	500	
56152-00-83400 Bldg./Grounds Maintenance	43,938	46,112	40,000	27,531	40,000	40,000	0	
56152-00-83500 Maint of SCADA System	7,266	2,914	10,000	18,835	20,000	10,000	0	
TOTAL	380,316	256,631	286,072	181,768	292,072	291,072	5,000	

56152-00-8332Digesters Maintenance
PERMANENT NOTES:
Cleaning/inspection every five years - 2018 expense $54,320.

56152-00-8340Bldg./Grounds Maintenance
PERMANENT NOTES:
Finance Director Note: Likely that some 2020 expenses should be reallocated to Balance Sheet Asset.

56152-00-8350Maint of SCADA System
PERMANENT NOTES:
For 2020, beginning replacement of cables and antennas at lift stations. Likely some expenses will be shifted to Balance Sheet Asset.

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
TOTAL EXPENDITURES	380,316	256,631	286,072	181,768	292,072	291,072	5,000	

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

63 -Sewer Fund
Customer Accts Expenses

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
EXPENDITURES								
56154-00-84000 Billing, Collection, Acct	74,394	77,700	72,000	63,000	75,750	77,000	5,000	
56154-00-84150 Credit Card Fees	1,129	1,949	2,250	2,129	1,700	2,000	(250)	
56154-00-84200 Meter Reading	4,212	5,337	6,250	4,861	6,250	6,250	0	
56154-00-84500 Repair/Maintenance-Meters	24,349	11,967	23,000	11,204	11,750	23,000	0	
TOTAL	104,085	96,952	103,500	81,194	95,450	108,250	4,750	

56154-00-8400Billing, Collection, Acct. PERMANENT NOTES:
Two full-time Utility Billing positions effective in 2017.
Split 50% Water and 50% Sewer.

56154-00-8450Repair/Maintenance-Meters PERMANENT NOTES:
Due to COVID-19 in 2020, fewer meters changed out than planned.

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
TOTAL EXPENDITURES	104,085	96,952	103,500	81,194	95,450	108,250	4,750	

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

63 -Sewer Fund
Admin & General Expenses

EXPENDITURES

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
56156-00-21220 COVID-19 Leave	0	0	0	1,408	1,408	0	0	
56156-00-85000 Admin & General Salaries	53,361	55,151	59,750	50,221	59,750	63,500	3,750	
56156-00-85010 Computer & Software	53,813	16,068	37,500	26,522	37,500	37,500	0	
56156-00-85025 Fiber - Internet-PRI	17,400	17,400	9,000	10,025	13,500	12,000	3,000	
56156-00-85045 GIS - Sewer Design	0	0	20,000	20,138	20,000	20,000	0	
56156-00-85050 GIS - Sewer Components	2,627	2,887	5,000	5,023	5,000	5,000	0	
56156-00-85100 Office Supplies & Expense	2,725	3,332	5,000	5,038	5,000	5,000	0	
56156-00-85200 Outside Service Employed	12,348	15,719	20,000	12,721	20,000	20,000	0	
56156-00-85220 Outside Lab Services	9,427	6,720	5,000	4,212	7,500	3,000	(2,000)	
56156-00-85300 Insurance-Liability & Pro	47,153	49,527	50,000	0	50,000	50,000	0	
56156-00-85400 WC Insurance	10,076	12,261	12,500	13,850	13,850	15,000	2,500	
56156-00-85410 Employee Retirement-WRS	34,302	29,776	29,500	24,031	31,500	33,500	4,000	
56156-00-85420 Employee Health Ins.	92,837	108,300	95,500	81,554	97,500	107,500	12,000	
56156-00-85430 Employee Life Ins.	1,562	1,773	1,650	1,543	1,700	1,800	150	
56156-00-85435 Sick Leave Lump Sum	(2,718)	0	0	0	0	0	0	
56156-00-85437 Sewer Fringe Benefits	1,201	0	0	0	0	0	0	
56156-00-85500 Regulatory Com. Expense	11,152	10,863	14,250	9,314	14,250	14,250	0	
56156-00-85600 Misc General Expense	13,265	4,471	7,500	1,856	7,500	7,500	0	
56156-00-93426 Contributed Plant Depreci	79,307	0	79,500	0	79,500	79,500	0	
TOTAL	439,838	334,247	451,650	267,457	465,458	475,050	23,400	

56156-00-8500Admin & General Salaries — PERMANENT NOTES:
Includes 12.5% of City Administrator, 12.5% of IT Manager, 25% of Public Works Director/City Engineer, and Utility Manager.

56156-00-8502Fiber - Internet-PRI — PERMANENT NOTES:
In 2020, City-owned fiber network.

56156-00-8504GIS - Sewer Design — PERMANENT NOTES:
GIS position with 37.5% to Water, 37.5% to Sewer, and 25.0% to General Fund.

56156-00-8542Employee Health Ins. — PERMANENT NOTES:
For 2021, fourth Wastewater Operator projected at Individual coverage.

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
TOTAL EXPENDITURES	439,838	334,247	451,650	267,457	465,458	475,050	23,400	

63 -Sewer Fund
Taxes & Depreciation

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
EXPENDITURES								
56170-00-40300 Depreciation on Plant	312,729	0	315,000	0	315,000	315,000	0	
56170-00-40800 Tax Equiv. - Meter Portio	10,507	0	10,500	0	10,500	10,500	0	
TOTAL	323,236	0	325,500	0	325,500	325,500	0	

56170-00-4030Depreciation on Plant PERMANENT NOTES:
Depreciation amounts from Schenck year-end audit entries.

TOTAL EXPENDITURES	323,236	0	325,500	0	325,500	325,500	0	

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CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2020

63 -Sewer Fund
Transfers

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
EXPENDITURES								
56172-00-42600 Interest on Debt Service	11,201	2,156	7,425	7,425	7,425	7,250	(175)	
56172-00-42900 Borrowing Expense	0	9,066	0	0	3,000	0	0	
TOTAL	11,201	11,222	7,425	7,425	10,425	7,250	(175)	

56172-00-4260Interest on Debt Service PERMANENT NOTES:
For 2021, pending Series 2020 Bond information.

	2018 ACTUAL	2019 ACTUAL	2020 CURRENT BUDGET	2020 Y-T-D ACTUAL	2020 PROJECTED YEAR END	2021 REQUESTED BUDEGT	2021 BUDGET CHANGE	2021 PROPOSED BUDGET
TOTAL EXPENDITURES	11,201	11,222	7,425	7,425	10,425	7,250	(175)	
FUND TOTAL REVENUES	1,760,187	1,908,270	1,887,000	1,258,983	1,873,402	1,699,850	(187,150)	
FUND TOTAL EXPENDITURES	1,553,612	977,645	1,881,897	1,021,650	1,820,052	1,747,131	(134,766)	
REVENUE OVER/(UNDER) EXPENDITURES	206,574	930,626	5,103	237,332	53,350	(47,281)	(52,384)	

*** END OF REPORT ***

CITY OF MERRILL

UTILITY CAPITAL

2021 BUDGET REQUESTS

Revised: 10/1/2020

Capital Plan

2021 *thru* 2025

City of Merrill, Wisconsin

Project # UT-SEW-21-05

Project Name Van 52 Replacement

Department Utility - Water & Sewer

Contact Utility Operations Manager

Type Vehicle

Useful Life 15 years

Category Vehicles & Equipment

Priority 1 Critical

Total Project Cost: $35,000

Description

Replacement of 2004 van that is used for televising sewer and storm mains.

Justification

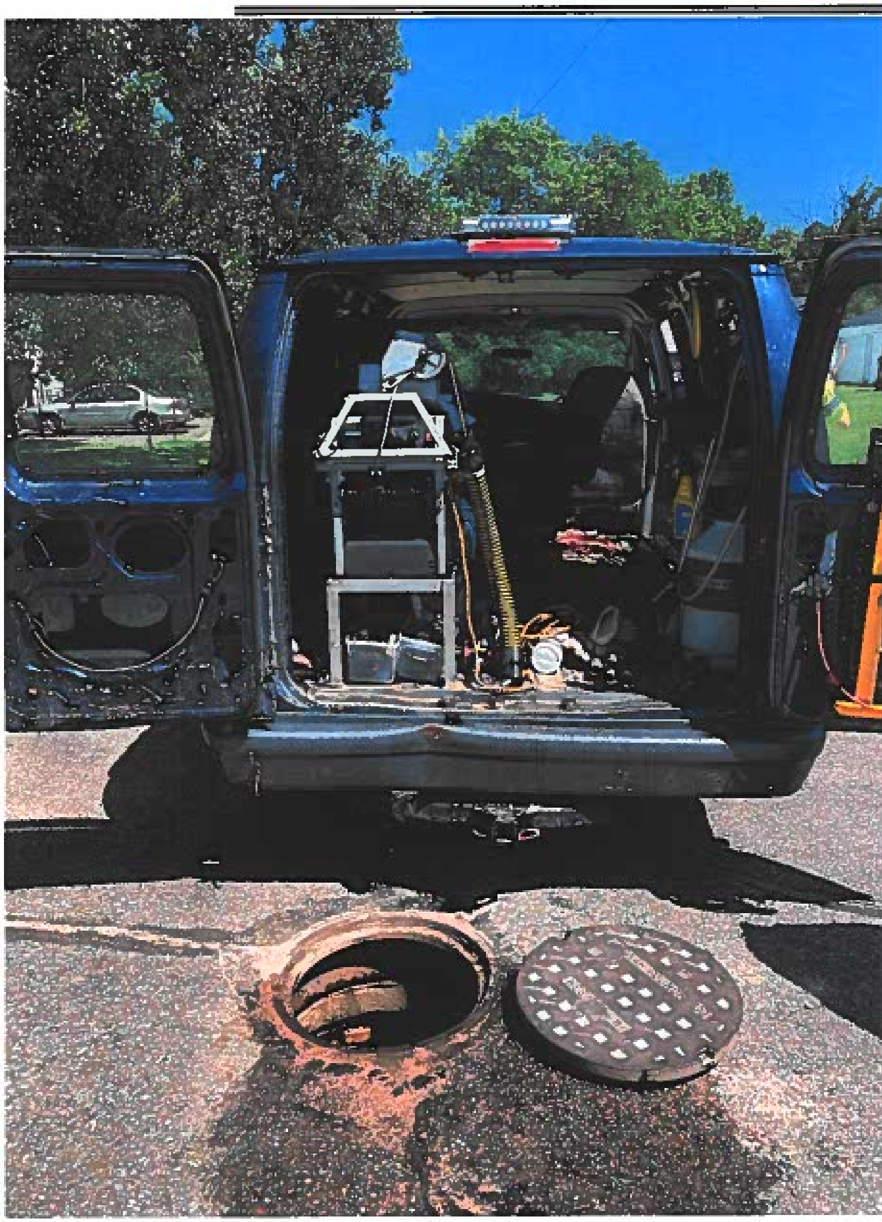
The van is a 2004. Stay on a 15 year cycle with the trucks. We need a bigger van for storage of the televising equipment.

Expenditures	2021	2022	2023	2024	2025	Total
Equipment/Vehicles	35,000					35,000
Total	35,000					35,000

Funding Sources	2021	2022	2023	2024	2025	Total
Sewer - Replacement Fund	35,000					35,000
Total	35,000					35,000

Budget Impact/Other

U-CAP-1



U-CAP-2

Capital Plan

2021 *thru* 2025

City of Merrill, Wisconsin

Project # UT-SEW-21-07

Project Name SCADA UPGRADE

Department Utility - Water & Sewer
Contact Utility Operations Manager
Type Equipment
Useful Life 20 years
Category Equipment: Computers
Priority 1 Critical

Total Project Cost: **$25,000**

Description

A system upgrade for the Supervisory Control and Data Acquisition program. The communication between the water utility and the lift stations, wells, towers and booster station.

Justification

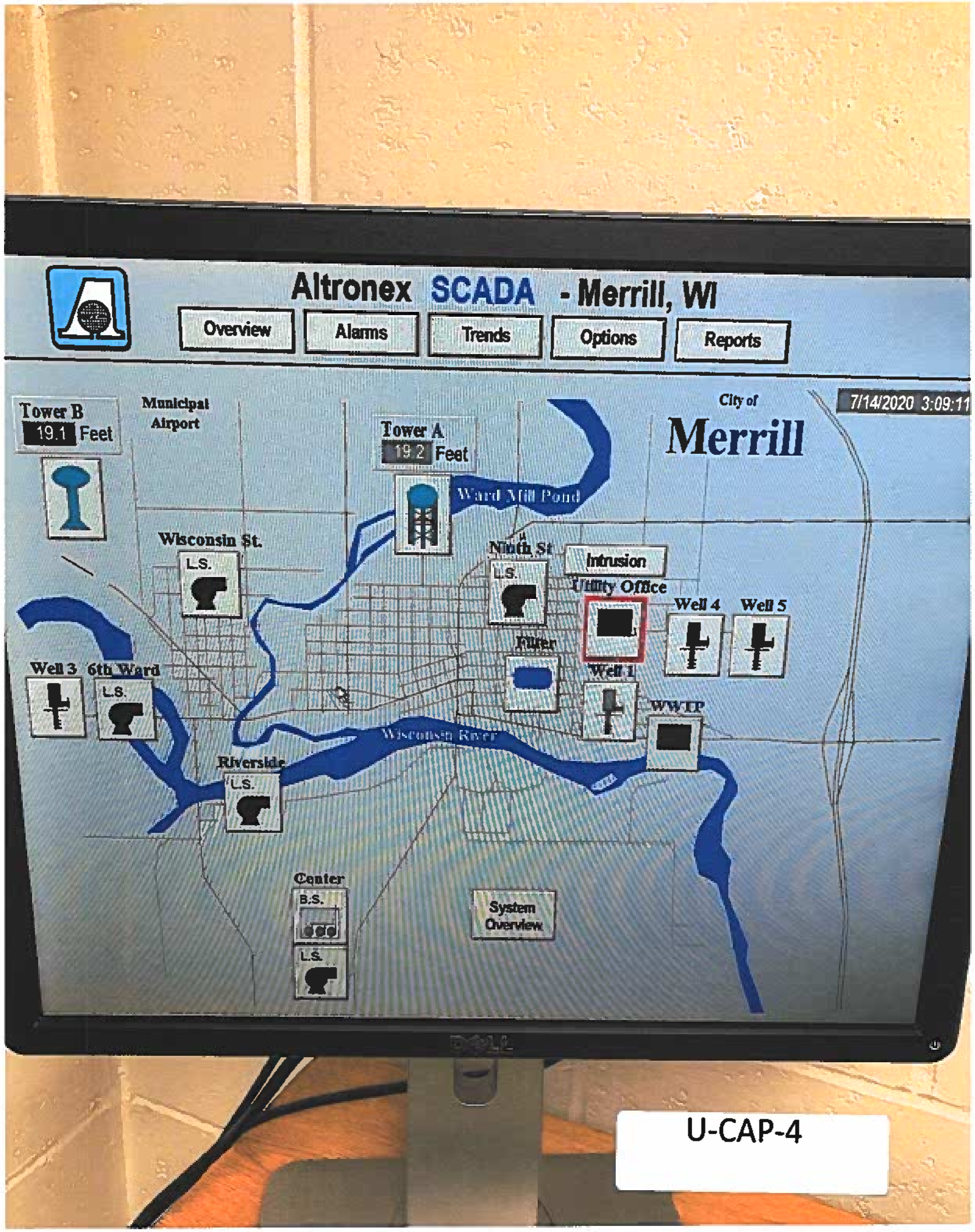
The original equipment is from 1997 and has to be upgraded with a new hard drive and Windows update. The antenna's and cables at the lift stations and wells are weathered and need to be replaced.

Expenditures	2021	2022	2023	2024	2025	Total
Equipment - Computer/Communication	25,000					25,000
Total	25,000					25,000

Funding Sources	2021	2022	2023	2024	2025	Total
U - Sewer Fund	15,000					15,000
U - Water Fund	10,000					10,000
Total	25,000					25,000

Budget Impact/Other

U-CAP-3


Altronex SCADA - Merrill, WI
Overview
Alarms
Trends
Options
Reports
7/14/2020 3:09:11
City of
Merrill
Tower B
19.1 Feet
Municipal Airport
Tower A
19.2 Feet
Ward Mill Pond
Wisconsin St.
L.S.
Ninth St
L.S.
Intrusion
Utility Office
Well 4
Well 5
Filter
Well 1
Well 3
6th Ward
L.S.
WWTP
Wisconsin River
Riverside
L.S.
Center
B.S.
L.S.
System Overview
U-CAP-4

Capital Plan

2021 *thru* 2025

City of Merrill, Wisconsin

Department Utility - Water & Sewer
Contact Utility Operations Manager

Project # UT-SEW-21-03
Project Name Dewatering Pump-Trailer Mounted

Type Equipment
Useful Life 20+ years
Category Vehicles & Equipment
Priority 1 Critical

Total Project Cost: **$37,000**

Description

It is a 6" general purpose bypass and dewatering pump. Unit can pump up to 1500 gpm and is capable of pumping sewage solids up to 3" in diameter.

Justification

With the higher capacity pump we can pump out the aeration, primary, and clarifier tanks for maintenance faster. It will also be used during emergencies at the treatment plant, and lift stations. Street Department will use it during heavy rain events. We will be able to divert the wastewater in the interceptor to clean it and inspect if before it is lined in the future.

Expenditures	2021	2022	2023	2024	2025	Total
Equipment - Utility	37,000					37,000
Total	**37,000**					**37,000**

Funding Sources	2021	2022	2023	2024	2025	Total
U - Sewer Replacement	37,000					37,000
Total	**37,000**					**37,000**

Budget Impact/Other

Capital Plan

2021 *thru* 2025

City of Merrill, Wisconsin

Project # UT-SEW-19-01

Project Name Sewer Main - Lining

Department Utility - Water & Sewer
Contact Utility Operations Manager
Type Maintenance
Useful Life 25+ years
Category Wastewater
Priority 2 Important

Total Project Cost: $500,000

Description

Line sewers to extend useful life of the sewer mains.

By setting up a maintenance fund for sewer lining (equivalent to the Equipment Replacement Fund) we can repair problem areas when they occur. Also, there will be funding for lining the Interceptor which is the main sewer line running through the city to the treatment plant.

Justification

If street pavement replacement is not required, potential to line existing sanitary sewer mains.
It is less expensive to line failing sewers than to dig up the road to replace it. When problem sewers are identified we will be able to repair them.

With the Interceptor being so close to the river it is a major source of I/I (inflow and infiltration) when the river is high the amount of Influent entering the plant can more than double.

Prior	Expenditures	2021	2022	2023	2024	2025	Total	Future
50,000	Construction - Sewer Main Lining	50,000	50,000	50,000	50,000	50,000	250,000	200,000
Total	Total	**50,000**	**50,000**	**50,000**	**50,000**	**50,000**	**250,000**	Total

Prior	Funding Sources	2021	2022	2023	2024	2025	Total	Future
50,000	U - Sewer Fund	50,000	50,000	50,000	50,000	50,000	250,000	200,000
Total	Total	**50,000**	**50,000**	**50,000**	**50,000**	**50,000**	**250,000**	Total

Budget Impact/Other

U-CAP-6

City of Merrill				Water - Ten-Year Plan								
Type		**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**
Well # 3 Rehab	Every 4 years			$20,000				$25,000				$30,000
Well # 4 Rehab		$ 35,000.00										2035/$60,000
Well # 5 Rehab												2032/$70,000
Tower A Inspection	Every 5 years				$5,000							$560,000
Tower B inspection	Every 5 years		$30,000					$5,000				
Tower Rehab (Painting)						$100,000						
Filter Rehab			$35,000					$40,000				
Water Tower			$400,000	$1,350,000								
Retention Tank						$ 150,000.00						
Van (sewer camera & meters)	Van 52	$35,000										
Lawn Mover			$15,000									
Truck 57 replacement					$40,000							
SCADA upgrade									$ 100,000.00			
S. Center generator						$80,000						
Backhoe loader							$80,000					
Pickup	Ford 2016						$40,000					
Pickup	Dodge 2017							$40,000				
Strand water systems update										$30,000		
Well											$500,000	
Monthly meter reading												
		$ 70,000.00	$ 480,000.00	$ 1,370,000.00	$ 45,000.00	$ 330,000.00	$ 120,000.00	$ 110,000.00	$ 100,000.00	$ 30,000.00	$ 500,000.00	$ 590,000.00

City of Merrill					Wastewater - Ten-Year Plan							
Type		Year	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030 & Beyond
Digester Cleaning	Every 5 years				$60,000					$70,000		2033/$?
Sewer Lining	Annually	started 2019	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000
WI St Liftstation Pumps												
5th and Logan Liftstation												
1 Ton Truck	check w/ Park De	1991 Ford					$40,000					
Aeration Blowers			$70,000									
Aeration Diffusers							$100,000					
Grit Blowers			$50,000									
Clarifier Rehab				$100,000								
Digester Transfer Pumps				$70,000								
Boiler-Main Building						$70,000						
MCC Sampler Building							$70,000					
Sludge Hauling Truck		1991 International						$200,000				
Mower									$35,000			
Digester Feed Pump								$75,000				
Sewer Truck		2018 Vaccon							$400,000			
Storage Building w/ Class A												$280,000
Refurbish Digester Covers												$150,000
UV disinfection/Clarifier Covers	Plant Upgrade											$800,000
Class A Sludge	Plant Upgrade											
Biological Phosphorus Removal	Plant Upgrade											
Flood Water Pumps										$50,000		
Polymer Upgrade												
Refurbish Digester Heat Exchanger												2030+/95,000
Primary Sludge Transfer Pumps				$ 40,000.00								
			$ 170,000.00	$ 260,000.00	$ 110,000.00	$ 120,000.00	$ 260,000.00	$ 325,000.00	$ 485,000.00	$ 170,000.00	$ 50,000.00	

U-CAP-8

Attachment: Budget 2021-Utility Capital (5365 : Budget 2021 - Utility Capital)

City of Merrill - Garbage & Recycling Services
Prepared by Finance Director Kathy Unertl - 10/12/2020

What is the 2020 Tax Levy for Garbage and Recycling?:

As shown on the revised spreadsheet, the Tax Levy is: **$363,260**
This includes four existing City Streets employees

What is Eagle Waste contract bid for 2021?

As shown by Street Superintendent Dustin Bonack's information: **$450,038**
Business/multi-units is included at $36,053 estimated cost

Difference $86,778 Increase

Due to State Levy Limits, this would require shifting to Garbage Fee and Recycling Fee unless cutting some other City of Merrill service.

What cost if continued City operation with automated equipment?:

Operations (includes two City Streets employees) Potential for reallocation of two existing City Streets employees* such as Streets crew, sidewalk/concrete program, and Parks laborer.	**$229,760**	**Tax Levy**
Debt Service (DS) - Two automated trucks (6 year lifecycle)	**$105,000**	**DS Tax Levy**
Debt Service (DS) - Collection carts (15 year lifecycle)	**$35,000**	**DS Tax Levy**
	$369,760	**Total Tax Levy**

*Estimated at $133,500 for two City Public Works positions

DS Tax Levy (based upon 2019 Tax Rate information) would **increase $19 annually for $50,000 assessment**
This potential DS Tax Levy increase would be effective with the 2021 Tax Levy (2022 Budget).

City of Merrill - Street Department

Tax Levy Budget - 2020 (Revised per Public Works Director/Street Superintendent detail information)

Garbage & Recycling Services

	2020 Garbage	2020 Recycling	2020 Total
Personnel Services	$122,065	$144,495	$266,560
Supplies & Expenses	$4,800	$5,050	$9,850
Tipping Fees	$92,350	$0	$92,350
Capital Outlay	$24,000	$90,000	$114,000
Operations - Offsetting*	($24,000)	($90,000)	($114,000)
Fuel - Averaged 3 Years	$11,000	$14,000	$25,000
Maintenance - Averaged	$8,500	$4,500	$13,000
Revenues - Fees/Grants	($6,000)	($37,500)	($43,500)
Totals	**$232,715**	**$130,545**	**$363,260 Net Tax Levy**

***Offsetting is credited as Revenue into Streets - Operations Support**

Garbage Capital Outlay includes diesel fuel expenses for both operations. Maintenance expenses are within Operating Support accounts.

Recycling Capital Outlay is fixed $51.30 per hour of truck use and $6.60 per hour for forklift based upon actual usage.

CITY OF MERRILL GARBAGE AND RECYCLE

MANUAL VS AUTOMATED COLLECTION

2021

MANUAL COLLECTION

Garbage

Trucks:	2 trucks @ $175,000 each for 24 years = $15,000/year	$15,000.00
	Fuel cost average over 3 years = $11,000 / year	$11,000.00
	Maintenance cost average over 3 years = $8,500 / year	$8,500.00
Supplies/tipping fees:		$97,150.00
Personnel:		$122,065.00
	Total=	$253,715.00

Recycle

Trucks:	2 trucks @ $175,000 each for 24 years = $15,000/year	$15,000.00
	Fuel cost average over 3 years = $14,000 / year	$14,000.00
	Maintenance cost average over 3 years = $4,500 / year	$4,500.00
Supplies/tipping fees: Est tipping fees $60/ton		$38,600.00
Personnel:		$144,495.00
	Total=	$216,595.00

Total Estimated City Cost 2021 for manual collection = $470,310.00 or $10.83 per stop per month

AUTOMATED COLLECTION

Garbage

Trucks:	1 trucks @ $300,000 for 6 years = $55,000/year	$55,000.00
	Fuel cost average over 3 years = $11,000 / year	$11,000.00
	Maintenance cost average over 3 years = $8,500 / year	$8,500.00
	3800 Garbage Carts@ $55/cart for 15 years = $13,933.00 /year	$13,933.00
	Supplies/tipping fees:	$97,150.00
Personnel:		$61,032.00
	Total=	$246,615.00

Recycle

Trucks:	1 trucks @ $300,000 each for 6 years = $55,000/year	$55,000.00
	Fuel cost average over 3 years = $8,000 / year	$8,000.00
	Maintenance cost average over 3 years = $4,500 / year	$4,500.00
	3800 Recycle Carts@ $55/cart for 15 years = $13,933.00 /year	$13,933.00
Supplies/tipping fees: Est tipping fees $60/ton		$38,600.00
Personnel:		$72,248.00
	Total=	$192,281.00

Total Estimated City Cost 2021 for Automated Collection= $438,896.00 or $10.10 per stop per month.

Original new truck cost estimate $325,000, 6 month delivery, keep for 6 years
Trade in value for existing 3 trucks $50,000 total (low)
Carts cost are $55 each and should last 15 years (low)

Summary:

Total Estimated City Cost 2021 for manual collection = $470,310.00
Total Estimated City Cost 2021 for Automated Collection= $438,896.00
Difference = $31,414.00

From Streets Superintendent Dustin Bonack – 2020-09-23

- Residential stops: 3,330
  - @ Eagle Waste price of $10.36 per stop: $413,985.60
    - Includes single family, duplex and triplex
    - Based on one set of cans per stop

- Business/apartment/multi-units: 145
    - @ Eagle Waste price of $10.36 per stop: $36,052.80
    - Includes businesses, apartments above businesses and apartments with 4 or more units
    - Based on two sets of cans per address (considered 290 stops)

Total if all collected at Eagle Waste price: $450,038.40

EAGLE WASTE
& RECYCLING, INC.
P.O. Box 729 ★ Eagle River, WI 54521 ★ (715) 477-0077 ★ Fax (715) 477-1819

August 18, 2020

Re: Trash and Recycling Collection Proposal

City of Merrill Officials:

Thank you for the opportunity to provide a Proposal for Trash and Recycling Collection and Disposal. Besides our great pricing and history of working with the City, some additional reasons to select Eagle Waste & Recycling, Inc. as your new service provider include the following.

1. Eagle Waste & Recycling will not charge a fuel surcharge to the City of Merrill unless fuel exceeds $4.00 per gallon. This may result in no fuel increases for the life of the Agreement.

2. Eagle Waste & Recycling owns its own recycling sorting facility in Eagle River, WI. We have serviced the City with this facility for many years with no issues and look forward to servicing you for many years to come.

3. Eagle Waste & Recycling currently supports the Lincoln County Landfill.

4. Eagle Waste & Recycling maintained pricing for the City of Merrill in hauling recyclables to our facility in Eagle River after the value of these materials crashed a few years ago. Many other companies went after their customers for price increases whether they were allowed by Contract or not.

5. Eagle Waste & Recycling intends to build an operating location in your area, thereby providing a nearby location for residents to dump recyclables and trash. In addition, our expansion in your area will add several jobs.

Sincerely,

Alan P. Albee
President
Eagle Waste & Recycling

FORM A BID

THE UNDERSIGNED PROPOSES TO FURNISH CURBSIDE COLLECTION SERVICES FOR THE CITY OF MERRILL AS SET OUT BELOW:

Waste Collection Rates:

Weekly collection of WASTE using Proposer supplied carts:

$ 6.90 per property, per month rate for collection of waste and waste disposal

Recycling Collection Costs:

Every other week collection of SINGLE STREAM RECYCLING using Proposer supplied carts:

$ 3.46 per property, per month rate for collection of recyclables

Attach a price list for increased trash container or additional trash or recycling containers. These fees must be charged directly to the resident. The City is not responsible for payment or collection of these additional fees.

Attach fuel surcharge matrix based on Fuel Surcharges in Section 11 of this document.

Authorized Signature: Alan P. Allen Title: PRESIDENT

Company: EAGLE WASTE & RECYCLING, INC.

Date: 08/12/20

EAGLE WASTE
& RECYCLING, INC.
PO Box 729, Eagle River, WI 54521 Ph (715) 477-0077 Fax (715) 477-1819

MUNICPAL REFERENCES

City of Rhinelander
135 S. Stevens Street
Rhinelander, WI 54501
cityadministrator@rhinelandercityhall.com
715.365.8600 – 715.906.7692

Forest County
Crandon, WI 54520
Jeanne Fannin
fczone@co.forest.wi.us
715.478.3893

City of Eagle River
P.O. Box 1269
Eagle River, WI 54521
Deb Brown
debrownclerktreasurer@ci.eagle-river.wi.us
715-479-8682

City of Tomahawk
23 N. 2nd Street
Tomahawk, WI 54487
Amanda Bartz
Clerk-treasurer@cityoftomahawk.com
715-453-4040

City of Crandon
P.O. Box 335
Crandon, WI 54520
Cindy Bradley
ccrandon@newnorth.net
715-478-2400

City of Rhinelander
135 S. Stevens St
Rhinelander, WI 54501
Chris Frederickson
mayor @rhinelandercityhall.org
715.365.8630

City of Washburn
P.O. Box 638
Washburn, WI 54891
Richard Avol, Mayor
washburnmayor@gmail.com
715.373.6160, Ext: 7

City of Hayward
10244 Townline Rd
Hayward, WI 54843
Charlie Munich, Mayor
715.634.1780

City of Ashland
202 Sixth Street
Deb Lewis, Mayor – Sharon Campbell
dlewis@coawi.org
715.682.7061

Town of Lac Du Flambeau
PO Box 68
Lac du Flambeau, WI 54538
Matthew Gaulke
715.588.3358

City of Ironwood, MI
213 S. Marquette Street
Ironwood, MI 49938
Bob Tervonen – Scott Brickson
tervonenb@cityofironwood.org
906.932.5050, ext 111 or 116

Town of Mountain
PO Box 95
Mountain, WI 54149-0095
Wayne O'Barski
waynetownsupervisor@gmail.com
920.323.6787

City of Merrill (SSR processing only)
1004 East First St.
Merrill, WI 54452
Dustin Bonack
dustin.bonack@ci.merrill.wi.us
715.536.422

Town of Land O' Lakes
PO Box 660
Land O' lakes, WI 54540
Dan Balog
town.landolakes@gmail.com
715.547.3255 office
715.617.0952 cell

Town of Bradley
Bradley, WI 54832
Kevin Koth, Chairman
715.612.8124
Kari Kiser, Clerk
715.453.3326 –
tofb@frontier.com

Town of Lakewood
17181 Twin Pines Rd
Lakewood, WI 54138
Joanne Roy, Chairman
715.276.3579 or 715.276.6224

SUPPLEMENTAL SERVICE PRICING
CITY OF MERRILL TRASH & RECYCLING COLLECTION

The City of Merrill is taking responsibility for a 48-gallon trash cart collected once per week and a 96-gallon recycling cart collected once every other week. Additional carts and services contracted directly between the resident and Eagle Waste & Recycling, Inc. will be at the following rates:

Supplemental Service	Monthly Cost
Increase to 64-gallon trash cart	$3.00
Increase to 96-gallon trash cart	$5.00
Additional 96-gallon trash cart	$10.00
Additional 96-gallon recycling cart	$5.00

A resident will be allowed to switch out their trash cart for an alternative size one time for no charge. Subsequent switch-outs or the addition of services will result in a $10 delivery charge.

FUEL SURCHARGE SUMMARY
CITY OF MERRILL TRASH & RECYCLING COLLECTION

A fuel surcharge will result in an adjustment in the unit cost of collection only if fuel exceeds $4.00 per gallon. If fuel exceeds $4.00 per gallon, a total surcharge of $.24/household/month will apply to the bill. In addition, for every $0.50 per gallon increase in fuel above $4.00 per gallon, an additional $0.12/household/month will apply. See the table below for clarification.

Fuel Cost	Total monthly surcharge per resident
< $4.00	$0.00
$4.00	$0.24
$4.50	$0.36
$5.00	$0.48