

**CAMBRIDGE WATER, SEWER, AND STORMWATER COMMITTEE
AMUNDSON COMMUNITY CENTER
200 SPRING STREET - COMMUNITY ROOM
AUGUST 19, 2025
6:30PM
REVISED AGENDA**

- 1. Call to Order/Roll Call**
- 2. Proof of Posting**
- 3. Approval of consent agenda**
 - a. Meeting Minutes from 07-15-2025
- 4. Approval of Bills**
- 5. Public Comment**
- 6. Reports**
 - a. Utility Clerk
 - b. Staff Report
 - c. COWC Report
- 7. Old Business:** Discussion and Possible Action Regarding
 - a. Rockdale Regionalization Inter Municipal Agreement Update – Administrator Peterson
 - b. Well # 2 & Well # 3 Water Pump Quotes – DPW Director Garcia
- 8. New Business:** Discussion and Possible Action Regarding
 - a. Large Water Usage at 414 Blue Jay Way – Joseph Edwards
 - b. 2023 Sanitary Survey – DPW Director Garcia
 - c. Utility Superintendent Position – Administrator Peterson
 - d. PSN – Administrator Peterson
 - e. Hook up fee for Bulk Water – DPW Director Garcia
 - f. Final Read Processing Fee & Requirements – Administrator Peterson
 - g. On Call Policies – DPW Director Garcia
- 9. Public Comment**
- 10. Questions, Referrals to Staff or Future Agenda Items**
- 11. Adjournment**

Vicki Redford - Utility Clerk

- a) Persons needing special accommodations should call 608-423-3712 at least 24 hours prior to the meeting.
b) More specific information about agenda items may be obtained by calling 608- 423-3712.
c) Final Agendas are typically posted by 4 PM on the Friday preceding the regular meeting at the Amundson Community Center, Cambridge Post Office, Badger Bank and Village of Cambridge Web site at www.ci.cambridge.wi.us

**CAMBRIDGE WATER, SEWER, AND STORMWATER COMMITTEE
AMUNDSON COMMUNITY CENTER
200 SPRING STREET - COMMUNITY ROOM
JULY 15, 2025
6:30PM
MINUTES**

1. **Call to Order/Roll Call:** Hollenbeck called the meeting to order at 6:30pm. Members present: Steve Struss, Mat Hughson, Sarah Schulz, and Paula Hollenbeck. Members absent: Ted Kumbier. Others present: Chris Snyder, Jim Polk, Jackie Frey. Village Staff: Water Operator Derek Schroedl, and Utility Clerk Vicki Redford.
2. **Proof of Posting:** Agendas were posted in the upper and lower levels of the Amundson Community Center, Badger Bank, Cambridge Post Office, and the Village Website.

Hollenbeck made a motion to move #8 Public Comment to current discussion. Struss seconded the motion. Motion carried. There was no public comment.

Hollenbeck made a motion to move 7a. Large Water Usage at 427 Simonsen St. to current discussion. Struss seconded the motion. Motion carried.

3. **Approval of consent agenda**
 - a. Meeting Minutes from 06-17-2025

Struss made a motion to accept the consent agenda. Hollenbeck seconded. Motion carried.

Struss asked Redford to change a word in his COWC report from constructive to constructed in the June W&S minutes.

4. **Approval of Bills**

Struss made a motion to approve the bills in the amount of \$ 67,946.74 Hollenbeck seconded the motion. Motion carried on a 4-0 roll call vote.

5. **Reports**

- a. Utility Clerk: I have been working on my daily, monthly and weekly duties. The office has been very busy. I have been learning some new duties, working on the website and other jobs.
- b. Staff Report: Schroedl asked Hollenbeck if she inquired about the water at the bottom of the outside stairs north end of the Amundson Community building. Schroedl said they will do something about it, so someone doesn't slip and get hurt. Schroedl said his time has been spent doing Diggers Hotline 's for the past few weeks.
US Cellular was unable to get the antenna to work for the AMI meter reading equipment. Schroedl contacted Spectrum and they were able to get the antenna to work on the water tower.

Derek said we need to send out Federal Violation letters because he sent the service line inventory to the DNR two weeks late. A letter will be sent to let residents know of the late submittal. Hollenbeck has offered to help mail out these letters. Struss asked if the chlorine leak at well #3 was fixed. Schroedl said he will buy the fittings to repair the problem.

- c. COWC Report: Struss updated the Committee. He said COWC has not been getting big hits to the system. They are looking into the school and pool to see if they could be using something that would be causing problems for the wastewater system. Struss said the DNR is not going to allow adaptive management. They are looking into Phosphorus trading credits. They need farms to participate. For every pound of phosphorus you get out, you get one credit. They hope to get 350 credits for the year. There is a farm they are looking into that could potentially be 250 credits. There is also the pilot study with aqua aerobics. They have a new system where they can get phosphorus down without chemicals. Hollenbeck said to put COWC on the next Village Board agenda. Kumbier will be resigning at the end of the year. Mat Hughson would like to take his place.

6. Old Business: Discussion and Possible Action Regarding

- a. Regionalization Update: The Committee discussed the Regionalization update from MSA from the packet. Administrator Peterson, the Village Attorney, and Ehlers are working on what the charge to Rockdale will be to finalize the IGA. There was also discussion about the wear and tear that could happen to our system over time. Our agreement needs to say that we can check their metering and do any other inspecting we see fit. Rockdale has decided to delay this project until 2026.
- b. Update on Budget: There was information included in the packet from Ehlers. It is the timeline to expect each part of the process to be completed.
- c. Sewer Lining/Abandon Sewer Line at Old Fur Company – Schroedl: Schroedl sent out an itemized list of frequent problem areas to some companies for bids. He has not heard back yet. He will reach back out to them with a deadline to respond. When our budget is completed, we will have a better idea of how much sewer lining we can do.
- d. Bulk Water Dispensing Station Update -Schroedl: Schroedl is waiting on a price quote to connect the water to the station. Public Works can do some of the work on this project. The Committee would like Administrator Peterson to get in contact with Koshkonong Solar about possibly helping finance the Water Dispensing Station.

7. New Business: Discussion and Possible Action Regarding

- a. Large Water Usage 427 Simonsen St. – Chris Snyder: Mr. Snyder told the Committee that he has an issue with his toilet. He told them how large his last two bills were. The committee explained that a leaking toilet can use several thousand gallons of water. Mr. Polk the landlord was also in attendance. He said he was told the toilet leaking last week. Hollenbeck explained the W&S formula that could give partial sewer credit. Struss said that because the water did go down the sewer system, a complete credit would not be possible.

*Struss made a motion to give Chris Snyder a sewer credit in the amount of \$135.41
Hughson seconded the motion. Motion carried on a 4-0 roll call vote.*

- b. Well #2 & Well #3 Submersible Pumps – Schroedl: There was information in the packet on comparing submersible pumps to vertical turbine. After discussion it was decided that replacing the pump at well #3 first would be the best plan of action, because it has a bad vibration. The Committee decided that submersible pumps are what we will purchase moving forward.
- c. CCR & CMAR: Included in the packet for Committee to review.

8. Public Comment: Moved to top of agenda.

9. Questions, referrals to Staff or Future Agenda Items

- 1. Bulk Water Dispensing Station
- 2. Update on Water pumps for Well #2 & Well #3

10. Adjournment: Struss made a motion to adjourn the meeting. Hughson seconded the motion. Hollenbeck adjourned the meeting at 7:57pm.

Vicki Redford - Utility Clerk

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In Progress Checks - Full Report - ALL

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ALL Checks by Payee

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 8/19/2025

From Account:

Thru: 8/19/2025

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
8/19/2025 ABT Mailcom			
BILL PROCESSING & MAILING AUGUST 2025			
500-00-53700-681-100	POSTAGE		221.20
	BILL PROCESSING & MAILING AUGUST 2025	53022	
600-00-53700-851-300	POSTAGE EXPENSE		221.20
	BILL PROCESSING & MAILING AUGUST 2025	53022	
800-00-58100-681-100	POSTAGE		221.20
	BILL PROCESSING & MAILING AUGUST2025	53022	
Total			663.60
8/19/2025 CAMBRIDGE/OAKLAND WASTEWATER COMMISSION			
AUGUST BILL			
600-00-53700-824-000	PAYMENTS TO COWC		57,773.88
	AUGUST BILL	JULY	
Total			57,773.88
8/19/2025 CHARTER COMMUNICATIONS/SPECTRUM			
WATER TOWER INTERNET			
500-00-53700-681-200	TELEPHONE/INTERNET EXPENSE		90.28
	WATER TOWER INTERNET	0101115072525	
Total			90.28
8/19/2025 DIGGERS HOTLINE INC			
BILL FOR AUGUST			
500-00-53700-689-100	DIGGERS HOTLINE EXPENSES		86.10
	BILL FOR AUGUST	250 7 46201	
Total			86.10
8/19/2025 FARRAR, LEE			
STATE LAB WATER TESTING MILAGE			
500-00-53700-660-000	VEHICLE/FUEL EXPENSES		41.92
	STATE LAB WATER TESTING MILAGE	7-22-25, 7-28-25	
500-00-53700-660-000	VEHICLE/FUEL EXPENSES		20.96
	STATE LAB WATER TESTING	8-11-25	
Total			62.88
8/19/2025 HYDROCORP			
LABOR (RECURRING) JOB #B460000			
500-00-53700-640-000	SUPPLIES AND EXPENSES		291.00
	LABOR (RECURRING) JOB #B460000	CI-07695 CUS#C000696	

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ALL Checks by Payee

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 8/19/2025 From Account:

Thru: 8/19/2025 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Total			291.00
8/19/2025 MARTELLE WATER TREATMENT			
SOD HYPOCHLORITE BLK/HYDROF ACID BLK			
500-00-53700-630-000		CHEMICALS	256.32
		SOD HYPOCHLORITE BLK/HYDROF ACID BLK 29673	
Total			256.32
8/19/2025 MSA PROFESSIONAL SERVICES			
WELL #3 WATER TREATMENT FAC-CONST OBSER			
500-00-57915-000-000		WELL #3 PROJ CONST IN PROGRESS	2,681.41
		WELL #3 WATER TREATMENT FAC-CONST OBSER 019003	
500-00-57915-000-000		WELL #3 PROJ CONST IN PROGRESS	440.00
		HAZARD MITIGATION GRANT ADMINISTRATION 018872 7/29/2025	
500-00-57915-000-000		WELL #3 PROJ CONST IN PROGRESS	165.00
		WELL #2 GENERATOR DESIGN & CRS 018978 7/31/2025	
600-00-53700-682-300		OUTSIDE SRVCS - ENGINEERING	375.00
		CAMBRIDGE GIS 2025 018980 7/31/2025	
Total			3,661.41
8/19/2025 OAKLAND SANITARY DISTRICT			
AUGUST BILL			
600-00-53700-822-000		PAYMENTS TO REGIONAL PLANT	453.50
		AUGUST BILL JULY	
Total			453.50
8/19/2025 SALTCO LLC			
LBS OF SALT BULK SALES BY WEIGHT 29,440			
500-00-53700-630-150		CHEMICALS - SALT	3,665.28
		LBS OF SALT BULK SALES BY WEIGHT 29,440 163139	
Total			3,665.28
8/19/2025 STAFFORD ROSENBAUM LLP			
REVISE DRAFT AGREE W/MSA/VILLAGE ADMIN.			
600-00-53700-852-200		OUTSIDE SRVCS - LEGAL	512.00
		REVISE DRAFT AGREE W/MSA/VILLAGE ADMIN. 1312459	
Total			512.00
8/19/2025 TOTAL ENERGY SYSTEMS, LLC			
ANNUAL LOAD TEST ON GENERATOR			

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Check Register - Full Report - ALL

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ALL Checks

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 8/19/2025 From Account:

Thru: 8/19/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
600-00-53700-831-200		SEWER ANNUAL MAINT FOR PUMPS	1,504.00
		ANNUAL LOAD TEST ON GENERATOR 144689	
600-00-53700-831-200		SEWER ANNUAL MAINT FOR PUMPS	1,644.44
		GENERATOR ANNUAL LOAD TEST KENSETH WAY 144690	
		Total	3,148.44
26802	8/19/2025	USA BLUE BOOK	
		36" ALLOY T PROBE, CLIPBOARDS	
500-00-53700-640-000		SUPPLIES AND EXPENSES	107.11
		36" ALLOY T PROBE, CLIPBOARDS INV00778606	
500-00-53700-650-600		WATER TREATMENT EQUIPMENT	142.38
		HACH FLUORIDE REAGENT, CHEM RESIST GLOVE INV00778606	
		Total	249.49
26803	8/19/2025	WISCONSIN STATE LABORATORY OF HYGIENE	
		FLUOR/FLDFLUOR/RADIUM 226&228/ALPHA&BETA	
500-00-53700-640-000		SUPPLIES AND EXPENSES	432.00
		FLUOR/FLDFLUOR/RADIUM 226&228/ALPHA&BETA 815974	
		Total	432.00
		Grand Total	71,346.18

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In Progress Checks - Full Report - ALL
ALL Checks by Payee
HOMETOWN BANK GENERAL OPERATING

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ACCT

Dated From: 8/19/2025 From Account:
Thru: 8/19/2025 Thru Account:

	Amount
Total Expenditure from Fund # 500 - WATER UTILITY	8,640.96
Total Expenditure from Fund # 600 - SEWER UTILITY	62,484.02
Total Expenditure from Fund # 800 - STORMWATER UTILITY	221.20
Total Expenditure from all Funds	71,346.18

	Water Testing - All Locations							
	Month/Year: July 2025							
	Distribution			Well 2 Entry point		Well 3 Entry Point		
	Daily	3x Weekly		2x Weekly				
	0.7	0.2 -1.0		<0.05	70-100	<0.05	<0.008	70-100
	Fluoride	Free Chlorine	Total Chlorine	Iron	Hardness	Iron	Manganese	Hardness
1	0.62	0.47	0.63					
2	0.64	0.54	0.71					
3	0.64	0.22	0.33			0.04	0.012	81
4	0.63	0.1	0.27					
5	0.56	0.11	0.57					
6	0.62	0.11	0.15					
7	0.6	0.18	0.19					
8	0.6	0.14	0.23					
9	0.58	0.12	0.21			0.07	0.015	75
10	0.62	0.28	0.4					
11	0.62	0.29	0.38					
12	0.65	0.41						
13	0.7	0.23						
14	0.55	0.17	0.27			0.05	0.012	83
15	0.67	0.4	0.4					
16	0.6	0.32	0.47					
17	0.56	0.1	0.38			0.02	0.008	79
18	0.77	0.14	0.46					
19	0.66	0.28						
20	0.59	0.24						
21	0.58	0.32						
22	0.99	0.3	0.43			0.04	0.01	75
23	0.62	0.37						
24	0.12	0.15	0.23					
25	0.49	0.18	0.52			0.05	0.013	79
26	0.52	0.17	0.28					
27	0.68	0.17						
28	0.71	0.27	0.33					
29	0.65	0.19	0.38					
30	0.67	0.44						
31	0.57	0.07	0.2					
AVG	0.615484	0.241290323	0.366086957			0.045	0.01166667	78.666667

	Water Testing - All Locations							
	Month/Year: August 2025							
	Distibution			Well 2 Entry point		Well 3 Entry Point		
	Daily	3x Weekly		2x Weekly				
	0.7	0.2 -1.0		<0.05	70-100	<0.05	<0.008	70-100
	Fluoride	Free Chlorine	Total Chlorine	Iron	Hardness	Iron	Manganese	Hardness
1	0.55	0.13	0.19					
2	0.58	0.04						
3	0.68	0.02						
4	0.59	0.09	0.33			0.03	0.012	93
5	0.6	0.07	0.17					
6	0.63	0.39	0.49					
7	0.7	0.2	0.3			0		75
8	0.66	0.18	0.33					
9	0.54	0.11						
10	0.43	0.17	0.2					
11	0.58	0.28	0.33					
12	0.53	0.26	0.38					
13	0.65	0.38	0.39					
14								
15								
16								
17								
18								
19								
20								
21								
22								
23								
24								
25								
26								
27								
28								
29								
30								
31								
AVG	0.593846	0.178461538	0.311	#DIV/0!	#DIV/0!	0.015	0.012	84

Water System Summary Information

System ID: 11300740

System Name: CAMBRIDGE WATER & SEWER UTILITY

County: Dane

Type: Municipal Community

Basin: Rock River (lower)

Population: 1638

Service Connections: 809

Owner: TOD LORD

200 SPRING ST

PO BOX 99

CAMBRIDGE, WI 53523

(608) 501-8944 tlord@ci.cambridge.wi.us

Date Security VA Complete:

Date ERP Complete:

Date ERP Last Exercised/Updated:

Emergency Phone: (608) 501-8944

Emergency Fax:

Emergency E-mail: kbreunig@ci.cambridge.wi.us

Certified Operators

Name	Lic. #	Expires	Phone/Fax/E-mail	Address 1	Address 2	City, State, Zip
LEE FARRAR	34736	05/01/2024	(608) 423-3712	203 SIMONSEN ST		CAMBRIDGE, WI 53523
CODY GARCIA	39263	03/01/2026	(920) 397-8278cody.v.garcia@gmail.com	310 S PLEASANT ST		CAMBRIDGE, WI 53523
LARRY OLSON	06200	12/01/2008	(608) 423-4844	764 KOSHKONONG RD		CAMBRIDGE, WI 53523
DEREK SCHROEDL	38706	06/01/2024	(608) 480-9274dschroedlcambridge@gmail.com	117 MARION STREET		CAMBRIDGE, WI 53523
JAMEY SCOTT	32983	11/01/2005	(608) 444-6109	W9243 OAKLAND PASS		CAMBRIDGE, WI 535239711

Affiliations

Name	Affiliation	Start Date	End Date	Primary?	Phone
JAMIE DOUGLAS	SS_INSPECTOR	12/30/2022		Y	920-362-6629
DEREK SCHROEDL	SAMPLER	10/04/2021		Y	608-480-9274
LISA MOEN	PLAN_CON	03/27/2015		Y	608-489-3712
TOD LORD	OWNER	06/14/2022		Y	608-501-8944
CAMBRIDGE VILLAGE OF-LISA	LEGAL_OWN	10/04/2021		Y	608-501-8944

Name	Affiliation	Start Date	End Date	Primary?	Phone
MOEN VILLAGE ADMIN					
KRIS J BREUNIG	EMERGENCY	10/04/2021		Y	608-501-8944
AMY KUBLY	DNR_REP	12/30/2022		Y	608-219-3068
LEE FARRAR	CONTACT	06/14/2022		Y	608-489-3712
CAMBRIDGE VILLAGE OF-LISA MOEN VILLAGE ADMIN	PLAN_CON	07/13/2022		N	608-501-8944

Entry Points and Sources of Water (Basic Data)

Source ID	Name	WUWN	Status	Type	Source	Depth	Cased	Grouted
1	VILLAGE HALL	BF485	Perm Abandoned	ENTRY PT/SOURCE	Ground Water Source	200		
2	Well #2	BF486	Active	ENTRY PT/SOURCE	Ground Water Source	350	200	200
3	Well #3	CM075	Active	ENTRY PT/SOURCE	Ground Water Source	377	272	272

Entry Points and Sources of Water (Misc. Data)

Source ID	PLSS	Lat./Long.	Pump Cap.	Pump Type	Lube	Aux. Power?
1	T8, R11E, S5, Q-SE QQ-SW	43.18236N x 89.21410W				Unknown
2	T6, R12E, S12, Q-NW QQ-NE	43.00598N x 89.02426W	275	Vertical_Turbine	Water	Yes
3	T6, R13E, S7,	43.00523N	400	Vertical_Turbine	Water	Unknown

Source ID	PLSS	Lat./Long.	Pump Cap.	Pump Type	Lube	Aux. Power?
	Q-NW QQ-NE	x 89.00704W				

Storage

ID/Location	Type	Vol. (gal)	Firm Pumping Capacity (gpm)	Height to Overflow (ft.)	Overflow Elev. (sea-level, ft.)	Aux. Power?	Mfg.	Model
N3083 Hwy 134	ELEVATED TANK	400000	275	138.5	1030	Unknown	CB&I	Single Pedestal Spheroid

Booster Stations

ID/Location	Type	Firm Pumping Capacity (gpm)	Aux. Power?
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None

System Interconnects

ID/Location	Type	Capacity (gpm)	Metered?	Chemical Injection Capable?
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None

Treatment Summary Data

Source ID	Type	Description	Begin	End	Objective(s)	Pump Model	Cap.	Stroke %	Speed %	Sol. Tank Cap.	Dil. Ratio	Comments
1	380	Fluoridation	01/01/1960	03/27/1989	Other							
2	344	Filtration, Pressure Sand	01/01/1960		Iron Removal							
2	380	Fluoridation	01/01/1960		Other	ProMine nt beta/4	9	35	30	30	0	
2	421	Hypochlorination, Post	10/22/1999		Disinfection	ProMine nt beta/4	9	68	50	55	0	
2	423	Hypochlorination, Pre	04/19/2023		Iron Removal							
2	460	Ion Exchange	01/01/1960		Softening (Hardness Removal)							
3	000	0	01/01/1960		No Treatment at Source							

System Evaluation Summary

Inspector/Reviewer	Date	Report Date	Type	Agency	Response Due	Response Recd
KUBLY, AMY	04/12/2023	04/20/2023	SURVEY	DNR	06/02/2023	
BARKHAHN, DAVE	05/13/2020	05/19/2020	SURVEY	DNR	07/03/2020	
BARKHAHN, DAVE	04/18/2017	04/25/2017	SURVEY	DNR	06/09/2017	
BARKHAHN, DAVE	05/14/2014	05/23/2014	SURVEY	DNR	07/07/2014	05/28/2014
DEWEESE, ADAM	05/17/2011	07/05/2011	SURVEY	DNR		
STUNKARD, TOM	12/19/2007	12/20/2007	ANNUAL	DNR		
STUNKARD, TOM	12/19/2007	12/20/2007	ANNUAL	DNR		
STUNKARD, TOM	12/20/2006	01/02/2007	SURVEY	DNR	03/02/2007	01/29/2007
STUNKARD, TOM	12/15/2005	12/22/2005	ANNUAL	DNR		
STUNKARD, TOM	12/14/2004	12/16/2004	ANNUAL	DNR		
STUNKARD, TOM	11/26/2003	12/08/2003	ANNUAL	DNR		
STUNKARD, TOM	12/10/2002	12/18/2002	ANNUAL	DNR		
STUNKARD, TOM	01/10/2002	02/15/2002	SURVEY	DNR		
STUNKARD, TOM	12/12/2000	12/26/2000	ANNUAL	DNR		
STUNKARD, TOM	12/02/1999	12/13/1999	ANNUAL	DNR		
STUNKARD, TOM	12/10/1998	12/17/1998	ANNUAL	DNR		
STUNKARD, TOM	12/11/1997	01/02/1998	ANNUAL	DNR		
STUNKARD, TOM	02/28/1997	03/21/1997	SURVEY	DNR		
STUNKARD, TOM	12/07/1995	12/14/1995	ANNUAL	DNR		
STUNKARD, TOM	12/22/1994	12/23/1994	ANNUAL	DNR		
STUNKARD, TOM	02/01/1994	02/14/1994	ANNUAL	DNR		
	01/09/1992		SURVEY	DNR		

Bacteriological Sampling History

Year	Distribution Safe	Distribution Unsafe	Confirmed Unsafe	Missed Samples	Raw Safe	Raw Unsafe	Fecal Positive?
2023	7			0	2		N
2022	23	1		0	7	1	N
2021	25			0	8		N
2020	24			0	8		N
2019	24			0	8		N
2018	24			0	8		N
2017	24			0	8	1	N

Chemical Sampling History

Year	Sample Group	Source ID	Samples Taken	Missed Samples	MCL Violations
2023	FLUORIDE		4	0	0
2022	VOC		1	0	0
2022	FLUORIDE		12	0	0
2022	NITRATE	2	1	0	0
2022	VOC	2	1	0	0
2022	VOC	3	1	0	0
2022	RAD	2	2	0	0

Year	Sample Group	Source ID	Samples Taken	Missed Samples	MCL Violations
2021	VOC		3	0	0
2021	FLUORIDE		12	0	0
2021	NITRATE	2	1	0	0
2021	VOC	3	1	0	0
2021	VOC	2	1	0	0
2021	RAD	2	1	0	0
2020	VOC		5	0	0
2020	IOC		1	0	0
2020	FLUORIDE		12	0	0
2020	PBCU		10	0	0
2020	SOC	2	1	0	0
2020	VOC	3	1	0	0
2020	VOC	2	1	0	0
2020	IOC	2	1	0	0
2020	RAD	2	1	0	0
2019	VOC		1	0	0
2019	FLUORIDE		12	0	0
2019	NITRATE	2	1	0	0
2019	VOC	2	4	0	0
2019	VOC	3	0	1	0
2019	RAD	2	1	0	0
2018	VOC		1	0	0
2018	FLUORIDE		12	0	0
2018	NITRATE	2	1	0	0
2018	RAD	2	1	0	0
2017	VOC		1	0	0
2017	FLUORIDE		12	0	0
2017	PBCU		10	0	0
2017	SOC	2	1	0	0
2017	IOC	2	1	0	0
2017	VOC	2	1	0	0
2017	RAD	2	4	0	0

Sample Group	Last Sampled
BACTI	2023
VOC	2022
HAA5	2009
SOC	2020
FLUORIDE	2023
NITRATE	2022
TTHM	2009
RAD	2022
PBCU	2020
DBP	2013
IOC	2020

MCL Violations

Source ID	Contaminant	Concentration	MCL	Units	Viol. Start	Viol. End	Continuing Operation?
-----------	-------------	---------------	-----	-------	-------------	-----------	-----------------------

None

Definitions

MCL = Maximum Contaminant Limit (as set by the Environmental Protection Agency (EPA))

BACTI = Bacteriological Sample

IOC = Sample for Inorganic Compounds

NITRATE = Nitrate Sample

PBCU = Lead and Copper Sample

RAD = Sample for Radioactivity

SOC = Sample for Synthetic Organic Compounds

VOC = Sample for Volatile Organic Compounds

FLUORIDE = Fluoride from Fluoridation

TTHM = Total Trihalomethane Sample



Speed and Innovation Is Our WaterMark

July 3, 2025

Derek Schroedl
Village of Cambridge
P.O. Box 99
Cambridge, WI 53523

RE: 2 and 3 Well Pump Modification

Dear Mr. Farrar,

Thank you for the continued opportunity to serve your community. As you are aware, wells 2 and 3 have required continual maintenance. Typically municipal well pumping systems are inspected every 10 years w/ routine service completed. Cambridge wells have consistently been serviced at shorter intervals due to poor alignment of the wells. The poor alignment leads to premature wear of the vertical hollow shaft pumping systems. Vertical hollow shaft pumps have extremely poor tolerance to deflection leading to increased wear when out of tolerance. Rather than continuing down this path of destruction, we are recommending deviating from vertical hollow shaft pumps and installing deviation tolerant submersible pumps. Submersible systems can operate in any orientation and will not fail due to alignment. Based on this history, we propose the following on Well #3:

Well 3

- Well pump 3 was installed in 2022 and has run rough with difficulty staying in service
 - Provide DNR approval to switch pumping systems
 - Mobilize equipment and personnel to facility
 - Remove existing 75hp VHS motor, 200' of 6" column pipe, 1 3/16" shafting and 4stage 12WAHC pump.....**\$4331**
 - Modify existing discharge head to accept electrical conduit and seal stuffing box outlet.....**\$907**
 - Provide 200' of 6" carbon steel pipe, 6" VFD compliant check valve, 1/0 premium flat pump cable**\$13,863**
 - Provide NEW 75hp stainless steel submersible pump motor and resilient stainless-steel pump designed for 600gpm @ 347TDH.....**\$22,015**
 - Disinfect well, install NEW and rebuilt pumping components, flush to waste, sample 1x for coliform bacteria.....**\$4620**
 - CTW would like to acquire the vertical hollow shaft motor of Well #3 and credit...-\$2800
- Well 3 Service.....\$42,936**

Please let us know if any additional clarity is needed for the estimate. Once again, we appreciate your patronage and are honored to serve you.

Respectfully,

Michael Nowak
Troy Simonar
CTW Corporation

CTW Corporation

21500 W. Good Hope Road, Lannon, WI 53046

www.ctwcorporation.com (262) 253-6613 Branches: Baraboo, Eau Claire, and Green Bay



July 16, 2025

Derek Schroedl- via email
Village of Cambridge

RE: Well 3 Submersible Pump

During the construction of the new water treatment plant at Well 3, a new vertical turbine pump was installed in Well 3. When the pump was placed into service it began to wear the stuffing box bushing. It was determined that the well pump is likely hitting the side of the casing due to a plumbness issue in the well. We attempted to remove some of the column pipe to see if the well was straighter shallower in the well, but still have an issue. To ensure longevity and dependability of the well, we recommend replacement of the pumping equipment with a submersible turbine which allows for greater deflection in the well without causing issues with the equipment. We propose to:

- Obtain WDNR approval for the proposed work
- Mobilize to the site
- Remove the existing pumping equipment. The equipment can be left onsite or Mid City can remove it depending on what the Village would prefer
- Install new pumping equipment including:
 - Submersible turbine pump rated for 600 gpm @ 311' TDH at 3,600 rpm
 - 75 horsepower, 480V, SME submersible motor
 - 147' of 6" submersible drop pipe
 - One 6" submersible check valve
 - 1/0 submersible drop cable
- Alter the existing discharge head to install a watertight seal/plate where the stuffing box penetration is
- Disinfect the well, flush, and collect bacteriological sample
- Provide an electronic version of the pump installation records and O&M manuals

The above will be completed for the lump sum of \$30,300.

If you have any questions or need any additional information, please contact me at (414)416-7805 or sunn@midcitycorp.us

Sincerely,

Sarah Nunn
Director of Water Resources

Accepted this _____ day of _____ 2025, by _____



7/15/2025

Village of Cambridge
200 Spring Street
Cambridge, WI 53523-9218
Attn: Derek Schroedl

Sent via email to: dschroedl@cambridgewi.gov

RE: Well No. 3 Replace Lineshaft with Submersible

Derek,

Per your request, Water Well Solutions is pleased to submit the following proposal to replace the existing lineshaft pumping equipment with submersible pumping equipment in Well No. 3. Following removal, the well can be televised, if requested, and a copy shared for your viewing. The estimated cost associated with the work can be seen below:

Well No. 3 Replace Lineshaft with Submersible:

	QTY	Unit	Unit Cost	Estimated Total
Labor:				
2 Man Crew w/ Service Truck and Tools	15 - 20	Hours	\$375	\$5,625 - \$7,500
Superintendent	5 - 8	Hours	\$225	\$1,125 - \$1,800
Pump Rig Set-Up, Service & Teardown	2	DAY	\$1,014	\$2,028
Engineering Services/DNR Permitting	3	HR	\$225	\$675
Equipment:				
6" Flowise 2-Stage Pump	1	EA	\$5,107	\$5,107
6" 8SME-75-4C 75HP Submersible Motor	1	EA	\$4,336	\$4,336
6" x 20' Drop Pipe	9	EA	\$822	\$7,398
6" x 10' Drop Pipe	1	EA	\$452	\$452
6" x 5' Drop Pipe	2	EA	\$296	\$592
2/3 Drop Cable	1	LS	\$2,940	\$2,940
6" VFD Rated D.I. Check Valve	2	EA	\$1,890	\$3,780
New Discharge Head	1	LS	\$5,984	\$5,984
Misc. Consumables (Tape, Fuel, Airline, etc.)	1	LS	\$250 - \$1,000	\$250 - \$1,000
Estimated Total:				<u>\$40,292 - \$43,592</u>
Televis (Optional)	1	EA	\$1,000	\$1,000

All work will be performed on a time and material basis at our standard hourly rates. If you wish to proceed with the scope of work outlined above, please sign below and return a copy of this proposal. Upon approval, we can schedule the work ASAP. Water Well Solutions values our partnership with the Village of Cambridge and looks forward to working with you. As always, please feel free to contact us with questions.

Best regards,

Keegan Flynn
Project Engineer
Water Well Solutions Wisconsin, LLC
Mobile : 920-410-3572
Email : keegan.flynn@wwssg.com



INVOICES. Invoices will be submitted once a month with payment due within 10 days of the invoice date. A late charge at the rate of 1 1/2 % per month, or the highest rate allowed by applicable law, whichever is lowest, will be added to all amounts outstanding after 30 days. Purchaser agrees to pay any and all attorneys' fees and court costs should attorneys be utilized, or court proceedings initiated to collect any past due amounts.

INFORMATION. It is recognized that Purchaser has superior knowledge of the job site, site history, access routes to the job site, known or suspected contaminants, surface and subsurface conditions, etc., and Purchaser is obligated to advise Water Well Solutions of all or any conditions that may affect Water Well Solutions performance hereunder. Purchaser agrees to provide Water Well Solutions with such specifications, plans, site history information, reports, studies or other information on surface and subsurface conditions as will be reasonably required by Water Well Solutions for safe, proper and timely performance of the work. Purchaser shall obtain all necessary permits and rights-of-way and indemnify and hold Water Well Solutions harmless for its failure to do so and for claims of trespass or damage to property, including underground utilities or structures, which arise out of the work.

LIABILITY. Neither party shall be liable to the other party for any special, indirect, incidental or consequential damages, whether based on contract, tort (including negligence), strict liability or otherwise. Further, Purchaser agrees to indemnify and hold Water Well Solutions harmless from and against any and all claims, demands, causes of action (including third party claims for contribution or indemnification), liability and costs (including attorneys' fees and other costs of defense) which result from (i) any release or threatened release of any substance (whether hazardous or not); (ii) any claim that Water Well Solutions or any of its subcontractors was a "generator" or "transporter" of hazardous waste or an "operator" of the job site (as such terms are used or defined under local, state or federal laws or regulations); or (iii) any negligent or wrongful act or omission of Purchaser or others under Purchaser's control, except that this indemnification shall not apply to the extent any demand of cause of action results from Water Well Solutions negligence or intentional misconduct.

PERFORMANCE. Water Well Solutions will exercise reasonable skill and judgment in performing the work, EXCEPT AS EXPRESSLY PROVIDED HEREIN, NO OTHER WARRANTIES (EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE) ARE GIVEN HEREUNDER. Water Well Solutions does not warrant specific results of any kind or provide any guarantee of water quality or quantity.

CHANGED CONDITIONS. The discovery of any hazardous waste, substance, pollutant, contaminant, underground obstruction, condition or utilities on or under the job site which were not brought to the attention of Water Well Solutions prior to the date of this Work Agreement will constitute a materially different site condition entitling Water Well Solutions, at its option, to terminate this Work Agreement (and to receive payment for all work performed up to and including the date of such termination) or to receive an equitable adjustment in the contract price and time for performance. Water Well Solutions, however, shall only have the right to terminate if such different site condition(s) creates additional health and safety risks or requires Water Well Solutions to perform work outside the original scope or beyond its capabilities. In any event, Water Well Solutions may terminate operations on a site which it believes presents an unreasonable health or safety risk.

DELAYS. Water Well Solutions shall have no liability to Purchaser, or its clients, contractors or consultants for delays attributable to acts of God, acts of third parties, weather which is not reasonably anticipatable, intervention or public authorities, inability to obtain permits necessary to perform the work, work stoppages, changes in applicable laws or regulations after the date of commencement of performance hereunder and any other conditions or events which are beyond the reasonable control of Water Well Solutions shall be entitled to additional time to perform this Work Agreement equal to the time of any such delay.

MISCELLANEOUS. The terms and conditions set forth in the Work Agreement constitute the entire understanding of the parties relating to the work. All previous proposals, offers, and other communications relative to the work, oral or written, are hereby superseded. Any additional or conflicting provision(s) contained in any purchase order, acknowledgement, or other form of the Purchaser is hereby expressly objected to by Water Well Solutions and shall not modify this Work Agreement.

INTERPRETATION. This Work Agreement shall be governed and construed in accordance with the laws of the state of the job site location. If any term, provision or condition contained herein shall, to any extent, be invalid or unenforceable, pursuant to state law or otherwise, the remainder of the terms, provisions and conditions stated in the Work Agreement (or the application of such term, provision or condition to person or circumstances other than those in respect of which it is invalid or unenforceable) shall not be affected, and each term, provision and condition of this Work Agreement shall be valid and enforceable to the fullest extent permitted by law.

The only apparent differences:

- MidCity is proposing a shallower depth than the other two (~50' less). I don't believe this is a concern.
- Possibly the Total Dynamic Head rating (MCC 311' vs CTW 347'). Maybe Chase can weigh in if that's a concern but it probably reflects the difference in pump setting depth.
- MCC and CTW seek to modify the existing pump head versus WWS installing an entirely new one.

From the MidCity proposal they can remove the existing equipment or leave it on site. We don't really have a place to store that much discharge piping, line shaft, a motor, and a pump.

Derek Schroedl

Village of Cambridge Utility Superintendent

Phone: (608)480-9274

Email: dschroedl@cambridgewi.gov

8/13/2025 3:51 PM
UTIL

Meter Information - Full Report
All Accounts/All Meters - By Meter Nbr

Page: 1

From: Account Nbr: 010-0947-00 Route/Seq Nbr: Pressure Zone Cd:
Thru: 010-0947-00

Account Nbr: 010-0947-00 Customer Name: EDWARDS, JOSEPH
Service Address: 414 BLUE JAY WAY
PSC Classification: Residential

Meter Nbr: 59539901 Rate Type: 5/8" OR 3/4" Install Date: 12/11/2006
Route/Seq Nbr: 00-0947 Location: Pressure Zone Cd: 00
ROM Serial Nbr: ROM Install Date:
Register ID: 59539901 MXU/MIU ID: 12863621
Utilities: SEWER WATER

Memos: 1st:
2nd:
3rd:

<u>Read Date</u>	<u>Reading</u>	<u>Consumption</u>	<u>Comment</u>
7/31/2025	1144000	91000	Remote Reading
7/01/2025	1053000	5000	Remote Reading
6/02/2025	1048000	6000	Remote Reading
5/01/2025	1042000	4000	Remote Reading
4/02/2025	1038000	4000	Remote Reading
3/03/2025	1034000	4000	Remote Reading
2/03/2025	1030000	6000	Remote Reading
1/02/2025	1024000	4000	Remote Reading
12/03/2024	1020000	5000	Remote Reading
10/31/2024	1015000	5000	Remote Reading
10/01/2024	1010000	7000	Remote Reading
9/03/2024	1003000	6000	Remote Reading
8/01/2024	997000	6000	Remote Reading
7/01/2024	991000	5000	Remote Reading
5/30/2024	986000	5000	Remote Reading
5/01/2024	981000	4000	Remote Reading
4/01/2024	977000	6000	Remote Reading
2/29/2024	971000	4000	Remote Reading
2/01/2024	967000	8000	Remote Reading
1/02/2024	959000	3000	Remote Reading
11/30/2023	956000	0	Remote Reading
11/01/2023	956000	9000	Remote Reading
10/02/2023	947000	7000	Remote Reading
8/30/2023	940000	9000	Remote Reading
8/01/2023	931000	9000	Remote Reading
7/03/2023	922000	10000	Remote Reading
6/01/2023	912000	9000	Remote Reading
5/01/2023	903000	7000	Remote Reading

8/13/2025 3:40 PM

Account History - Summary
ALL TransactionsPage: 1
UTIL

Post Date: From: 8/13/2024 Account Nbr: From: 010-0947-00 Group Cd: From:
Thru: Thru: 010-0947-00 Thru:

Account Nbr:	010-0947-00	Name:	EDWARDS, JOSEPH		<u>Running Balance</u>
	8/12/2024	- Balance:			233.91
<u>Post Date</u>	<u>Trans Date</u>	<u>Type</u>	<u>Trans ID</u>	<u>Amount</u>	
8/21/2024	8/21/2024	Receipt	DIRECT PYMT	-233.91	0.00
9/03/2024	9/03/2024	Bill		233.91	233.91
9/23/2024	9/20/2024	Receipt	DIRECT PYMT	-233.91	0.00
10/02/2024	10/02/2024	Bill		263.59	263.59
10/21/2024	10/22/2024	Receipt	DIRECT PYMT	-263.59	0.00
10/31/2024	10/31/2024	Bill		204.23	204.23
11/20/2024	11/20/2024	Receipt	DIRECT PYMT	-204.23	0.00
12/04/2024	12/03/2024	Bill		204.23	204.23
12/19/2024	12/23/2024	Receipt	DIRECT PYMT	-204.23	0.00
1/02/2025	1/02/2025	Bill		174.55	174.55
1/23/2025	1/23/2025	Receipt	DIRECT PYMT	-174.55	0.00
2/03/2025	2/03/2025	Bill		233.91	233.91
2/24/2025	2/24/2025	Receipt	DIRECT PYMT	-233.91	0.00
3/03/2025	3/03/2025	Bill		174.55	174.55
3/24/2025	3/24/2025	Receipt	DIRECT PYMT	-174.55	0.00
4/02/2025	4/02/2025	Bill		174.55	174.55
4/22/2025	4/22/2025	Receipt	DIRECT PYMT	-174.55	0.00
5/02/2025	5/02/2025	Bill		174.55	174.55
5/19/2025	5/22/2025	Receipt	DIRECT PYMT	-174.55	0.00
6/02/2025	6/02/2025	Bill		233.91	233.91
6/23/2025	6/23/2025	Receipt	DIRECT PYMT	-233.91	0.00
7/02/2025	7/02/2025	Bill		204.23	204.23
7/22/2025	7/22/2025	Receipt	DIRECT PYMT	-204.23	0.00
8/01/2025	7/31/2025	Bill		2,746.89	2,746.89
					=====
		010-0947-00 - Ending Balance:			2,746.89

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
3911 Fish Hatchery Road
Fitchburg WI 53711-5397

Tony Evers, Governor
Adam N. Payne, Secretary
Telephone 608-267-7556
Toll Free 1-888-936-7463
TTY Access via relay - 711



April 20, 2023

Tod Lord
200 SPRING ST
PO BOX 99
CAMBRIDGE, WI 53523

FILE REF:
PWS ID#: 11300740
Cambridge Water & Sewer Utility-MC
Cambridge, WI
Dane County

Subject: Sanitary Survey Report and Notice of Noncompliance

Dear Mr. Lord:

The purpose of a sanitary survey is to evaluate the system's source, facilities, equipment, operation, maintenance, and management as they relate to providing safe drinking water. The sanitary survey is also an opportunity to update the Department's records, provide technical assistance, and identify potential risks that may adversely affect drinking water quality. This Sanitary Survey Report also serves as a Notice of Noncompliance.

On April 12, 2023, Amy Kubly conducted a sanitary survey of your water system, Cambridge Water & Sewer Utility. During the sanitary survey Derek Schroedl and Cody Garcia were present. At the completion of the survey, they were briefed on the preliminary findings. This report outlines the final findings, discusses problems that need to be addressed, and timelines for corrective action where appropriate.

A plan for corrective action, including a work schedule must be completed by June 2, 2023. A proposed corrective action plan and schedule is included below. Please contact me to discuss this before June 2, 2023/06/02/2023. Depending on the type of corrective action you employ, you may need to obtain prior approval and submit additional plans to the Department.

System Summary

The Village of Cambridge is located along the eastern edge of Dane County, approximately 15 miles east of the City of Madison. The water system is owned by the Village and began operation in 1903. The present water system consists of two wells (2 and 3), a 400,000-gallon steel single pedestal spheroid water tank, and a distribution system consisting of about 75,000 feet of water mains. Auxiliary power is available at well 2 and consists of a right-angle gear drive and a natural gas fueled 4-cylinder engine. Sodium hypochlorite is added for disinfection purposes at well 2 and fluorosilicic acid is added at well 2 for dental health protection. The entire water distribution system is served by a single pressure zone. The water from well 2 is also filtered to remove an elevated concentration of iron and then softened to reduce water hardness. The iron and hardness water treatment equipment at well 2 was replaced under a department approval in 2010. Well 3 is an emergency use well only and is not used on a regular basis. Chlorine can be added at well 3 in emergencies with a spare chemical pump.

Plans and specifications for the installation of iron filtration and softening well 3, including a new treatment building, were approved by the Department in 2022. A pre-construction meeting for this project was held in

March and the new treatment plant should be completed by 2024. In the meantime, well 3 remains as an emergency use well and is normally pumped to waste once per month only during non-freezing weather. There is an extended well abandonment agreement on file for the well. The agreement was last signed on May 15, 2020. A new extended well abandonment agreement is not needed because Cambridge will soon be using well 3 regularly. The pump in well 2 is currently operating at 275 gpm. The pump was last pulled in February 2020 when the well was rehabilitated. The pump in well 3 is capable of operating at 325 gpm and was last pulled for inspection when the well was rehabilitated in January 2020. The originally installed turbine water meter remains in service at well 3.

The backwash discharge from the zeolite softeners at well 2 goes to the sanitary sewer. The backwash discharge from the iron filters at well 2 goes to a lagoon in the back of the well house. Water from the lagoon then discharges to a nearby creek to the west. A WPDES general permit is needed for the iron filter backwash discharge.

Deficiencies

During the course of the sanitary survey, 10 deficiencies were identified. Deficiencies are problems in the drinking water system that have the potential to cause serious health risks or represent long-term health risks to consumers. These deficiencies may indicate noncompliance with one or more Wisconsin Administrative Codes. Corrective action should be completed for these deficiencies as soon as possible.

Deficiency	Compliance Due Date	Code Citation
1. Customer complaints are not logged or responded to as necessary.	05/01/2023	
2. A WPDES permit has not been issued for the well 2 iron treatment backwash water..	06/01/2023	811.860(3)
3. Air relief valve discharge at well 2 needs a 24-mesh corrosion resistant screen.	06/01/2023	
4. The iron filter backwash discharge at well 2 did not have an airgap.	06/01/2023	
5. System is not maintaining and practicing a comprehensive Emergency Operations Plan.	07/01/2023	810.23(2)
6. A current, adequate, distribution system map is not available, or a copy of the map is not on file with the Department.	09/01/2023	810.26(2)
7. The valve exercise/replacement program is not adequate.	12/31/2023	810.13(2)
8. The customer meter testing/replacement program is not appropriate.	12/31/2023	PSC 185.76
9. A comprehensive materials inventory is not maintained.	10/16/2024	809.119
10. System is not implementing a comprehensive cross connection control program.	12/31/2023	810.15

Discussion and Schedule for Correction of Deficiencies:

1. By **May 1, 2023** please begin logging customer complaints related to the aesthetic quality of the water. The log shall list the date, address of the complaint, nature of the complaint and what was done to address the complaint.
2. By **June 1, 2023** please apply for coverage under the WPDES General Permit for Water Treatment and Conditioning (WI-0046540-6). Information regarding this permit can be found at the following link: <https://dnr.wisconsin.gov/topic/Wastewater/GeneralPermits.html>
3. By **June 1, 2023** please install a 24-mesh corrosion resistant screen on the air relief valve discharge pipe.

4. By **June 1, 2023** please assure there is an air gap installed on the iron filter backwash discharge pipe, over the flood rim of the sump that it discharges to. The air gap must be at least 2 pipe diameters in length.
5. By **July 1, 2023** please update your Emergency Operations Plan with current local contact information and step by step procedures for switching to auxiliary power at well 2.
6. By **September 1, 2023** please submit to the department a distribution system map that contains watermains and their sizes, wells, tanks, valves and hydrants. Please email a .pdf of this map to amy.kubly@wisconsin.gov
7. By December 31, 2023 please exercise and perform maintenance as necessary, on 20% of the distribution system valves. Please continue to exercise 20% of the valves each year so that all watermain valves are exercise once every 5 years.
8. By December 31, 2023 please have all meters 1 inch and larger tested and recalibrated as needed. The well meters also need to be tested.
9. By **October 16, 2024** please submit to the department a comprehensive material inventory of your service lines. Immediately begin maintaining a comprehensive materials inventory. Every time that someone with the utility enters a home or business, the material of the service line coming into the facility should be noted. Also, anytime that you are digging up watermains or services, please note the material of service lines found at that time. An excel template to use for your service line materials inventory is included with this letter.
10. By **December 31, 2023** Cambridge must have 50% of the commercial facilities and 50% of the industrial facilities inspected for cross connections. Currently, no one is performing cross connection inspections in Cambridge, and this is not acceptable. The water supplier is responsible for performing cross connection inspection at all facilities at a frequency based on the hazard risk at each facility. Cambridge must also inspect 10% of the residential customers for cross connections by **December 31, 2023**. All inspections must have a comprehensive form filled out by the inspector.

Recommendations

During the course of the sanitary survey, 1 recommendation was identified. Recommendations are problems in the water system that hinder your public water system from consistently providing safe drinking water to consumers.

Recommendation
The unaccounted for water is not < 10%.

Discussion of Recommendations:

The water loss for Cambridge Waterworks in 2021 was 22%. This is a considerable level of lost revenue for the utility. The department would like to see the water loss at or below 10%. Large water losses can oftentimes be attributed to leaks within the system, uncalibrated water meters, and water use unaccounted for. The department highly recommends that the Village perform a leak detection study on the water distribution system as soon as possible.

Non-conforming Features

During the course of the sanitary survey, 1 feature that met code requirements at the time of your public water system's construction, but would not be allowed in the current code were discovered. These are referred to as

“non-conforming features.” Though you are not required to correct these non-conforming features at this time, they will need to be corrected when any major work is done in the future.

Non-conforming Deficiency

1. Chemical storage procedures are not appropriate.

Discussion of Non-conforming Features:

The chemicals in well house 2 in Cambridge are not appropriately stored. The chemicals barrels in the well house do not have secondary containment. The next time that major work is done on well house 2, secondary containment must be provided for the chemical barrels.

Service Line Materials Inventory

The Federal Lead and Copper Rule Revisions (LCRR), which went into effect in December of 2021, will require all public water systems to develop and submit to the Department a service line material inventory by **October 16, 2024**. The Department encourages water systems to prepare for this upcoming LCRR deadline by improving their current lead and copper materials inventory. LCRR compliant materials inventories shall include information for all service lines connected to the public water distribution system, including residential and non-residential customers. These means that inventories shall list both the public and private service line materials and categorized them as one of the following:

- Confirmed lead
- Confirmed non-lead
- Lead status unknown
- Galvanized requiring replacement (GRR) - private-side galvanized service lines must be assigned this category unless the public water system knows with certainty that the upstream utility service line material is not currently and was never previously lead

In addition to the above classification, for every service connection, public water systems must identify the source of information used to make the classification (record type, visual inspection, etc.) and provide a locational identifier. Public water systems shall review and track all relevant historical records prior to their initial 2024 inventory submittal.

After the initial deadline of October 16, 2024 has passed, public water systems must continue to improve their LCRR materials inventories and submit annual updates to the Department until all “lead status unknown” services are confirmed to be lead, non-lead, or GRR, and all lead and GRR lines have been replaced. Additionally, the LCRR materials inventory must be made publicly accessible.

The Materials Inventory Spreadsheet Template and Materials Inventory Template Instructions have been included with this report to help aid in creating and updating a LCRR compliant materials inventory.

Cyber Security

Cyber-attacks have been striking critical infrastructure across the United States with increased frequency in recent years. The following best management practices can be made to prevent a cybersecurity incident:

- Update the latest version of the operating system (e.g., Windows 10)
- Use multiple-factor authentication to access critical applications.
- Use strong passwords to protect remote access credentials.
- Update user access lists to critical programs regularly (e.g., Employee retires)

- Train users to identify and report attempts at social engineering. Identify and suspend access of users exhibiting unusual activity.
- Ensure anti-virus, spam filters, and firewalls are up-to-date, properly configured, and secure.
- Audit network configurations and isolate computer systems that cannot be updated.
- Only use secure networks and consider installing a virtual private network (VPN).
- Restrict all remote connections to SCADA systems, specifically those that allow physical control and manipulation of devices within the SCADA network. One-way unidirectional monitoring devices are recommended to monitor SCADA systems remotely.

CCR

The Utility is reminded that the Consumer Confidence Reports (CCR) need to, again, be completed and distributed to your customers by July 1, 2023, with a copy of the CCR and certification report submitted to this office by July 1, 2023.

Certified Operator

As a reminder, all certified waterworks operators must complete at least 18 hours of approved training every three years to retain their certification. Sharon Helt at 608-275-3294, can be contacted for further information concerning certification, and acceptable training courses.

Water System Security

We recommend that you conduct a daily security check of your entire drinking water system to ensure doors are locked and windows secured.

System Summary Information

A water system summary is attached. Please review for accuracy. If there are changes that need to be made, contact Amy Kubly at 608-219-3068.

Capacity Development Evaluation

This sanitary survey serves as an evaluation of the capabilities of your water system. This system has been determined to have adequate technical, managerial and financial capacity to provide safe drinking water. The ability to plan for, achieve, and maintain compliance with applicable drinking water standards has been demonstrated.

The next sanitary survey of your system is scheduled to take place in 2026. You will be contacted prior to the survey to schedule a date that is convenient for you.

Required Action

Please respond by 06/02/2023 with notification that all deficiencies have been corrected, or that you agree to correct the deficiencies identified in this letter by the due dates, or with alternative dates for correcting these deficiencies. Failure to respond to this letter by 06/02/2023 may result in enforcement activities.~~~~~ Please also consider correcting the non-conforming features and recommendations discussed in this letter.

Thank you for your assistance during the sanitary survey. If you have any questions, you can reach me by phone at 608-219-3068, or by e-mail at amy.kubly@wisconsin.gov, or by postal mail at the address on this letterhead.

Sincerely,

A handwritten signature in black ink, reading "Amy Kubly". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Amy Kubly

Encl.

cc: Bureau of Drinking Water/Groundwater - DG/5



Village of Cambridge, Wisconsin

Position Title: Utility Superintendent

Reports To: Director of Public Works

Status: Full-Time Non-exempt

Hourly Pay Range: \$XX.XX – \$XX.XX per hour (DOQ)

Application Deadline: This position will be open until filled; applications reviewed on a weekly basis.

Position Summary

The Village of Cambridge seeks qualified candidates that have a strong work ethic, are self-motivated, detail oriented with good organizational skills to serve as Utility Superintendent. This position is responsible for managing, planning and coordinating the operations of the Cambridge water and sewer utilities, with primary emphasis on conformance with federal, state and local regulations. Work is performed under the general supervision of the Director of Public Works.

Key Responsibilities

- Works to efficiently and effectively manage and maintain day-to-day water, sewer and stormwater system operations
- Schedules and performs proper maintenance of water system components, sanitary and storm system collection components, and other components as needed
- Ensures compliance with all EPA, WDNR and PSC rules and regulations and works in conjunction with the Director to coordinate Village efforts to comply with federal and state requirements related to water, sewer and stormwater operations
- Oversees drinking water sampling, including bacteria, e-coli, Lead and Copper, UCMR and others as required
- Reads, installs, repairs and troubleshoots as needed for all meters and related systems, maintains and manages the meter software; supplies the Village Utility Clerk with data required for billing
- Maintains and manages the Village's SCADA system software
- Assists the Director & Treasurer in the preparation and administration of the annual Water, Sewer and Stormwater Budgets, continuously monitors revenues and expenditures to ensure conformance to the adopted budgets
- Works with the Director to establish safety standards to promote the safety, health and well-being of employees and residents, and performs regular reviews and makes all necessary corrections or modifications to the utility operations manual, emergency operations plan, practices and schedules
- Manages oversight and maintenance of water, sewer and stormwater utility records, files and documentation, including GIS data records
- Supports winter snow and ice removal operations

- Assists the Director in the preparation of short and long-term Capital Improvement Plans
 - Works with the Director to prepare bids on capital equipment and serves as purchasing manager for the utilities
 - Addresses and resolves resident utility complaints
 - Corresponds verbally and in writing with elected officials, residents, staff and other agencies
 - Reviews and takes action on applications for private construction within the public right-of-way to identify potential conflict with Village utility infrastructure
 - **Participates in 24/7 on-call rotation**
 - Other duties as assigned
-

Qualifications

Skills & Knowledge

Minimum:

- Knowledge of the Lead and Copper Rule Improvements/Revisions
- Extensive knowledge of water system operations and maintenance
- Extensive knowledge of sanitary sewer collection system operations and maintenance
- Knowledge of occupational hazards and procedures to enforce safe work practices
- Ability to write routine reports and correspondence
- Ability to keep accurate records and prepare reports
- Ability to complete locate requests
- Ability to perform physical and manual work including lifting, pulling, climbing, standing, and walking
- Ability to work under various outdoor weather and working conditions
- Ability to establish relationships and communicate effectively and courteously with the general public, board members, administration, supervisors, other Village employees, construction contractors, and others
- Ability to take direction, facilitate communication, resolve problems, work individually and as a part of a team
- **Ability to serve as “on-call” for a week at a time (rotation)**

Preferred:

- Ability to interpret related scientific, technical, legal, and financial reports, blueprints, schematics, diagrams, sketches, descriptions, surveys and other documents
- Ability to independently analyze technical equipment and information and determine corrections and solutions
- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals
- Ability to coordinate projects
- Familiarity with Village policies, DNR and DSPS rules and codes
- A working knowledge of GIS
- Ability to work with computer programs including Microsoft Excel, Word, Outlook and Teams
- Familiarity with engineering terminology

Education, Experience, Licenses & Certifications

Minimum:

- Graduation from high school or equivalent
- Possession of a valid Wisconsin Class A Driver's License
- Wisconsin Department of Natural Resources Municipal Waterworks Operator certification
- OIT Wisconsin Department of Natural Resources Certification in Groundwater and Distribution certifications
- At least two years' experience as a licensed waterworks operator

Preferred:

- Experience with snow and ice removal and response
- Experience operating heavy equipment such as front-end loaders, skid steers, etc.
- Zeolite softening and iron removal certifications

Work Schedule & Environment

- Standard hours: Monday-Thursday, 7:00AM to 4:00PM, Friday 7:00AM to 11:00AM
- Occasional evening hours required for board/committee meetings as necessary, comp time is allowed in these instances
- This position also requires the employee to work week-long rotating on-call shifts, which include the weekend and occasional holidays

While performing the duties of this job, the employee is regularly required to: stand and walk, occasionally sit, frequently is required to handle or feel objects, tools, or controls; reach with hands and arms, climb or balance, stoop, kneel crouch or crawl; and talk or hear. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus. While performing the duties of this job, the employee regularly works near moving mechanical parts, in outside-weather conditions, is frequently exposed to wet and/or humid conditions, is occasionally exposed to fumes or airborne particles and vibration. The noise level in the work environment is often loud.

How to Apply

Please submit a cover letter and resume

To: **Lucy Peterson**

Via email at: lpeterson@cambridgewi.gov

Subject Line: Water Superintendent Application

Or

via mail at:

Village of Cambridge

PO Box 99

Cambridge, WI 53523

Note: Successful candidates may be required to pass a physical examination, a background check, and a drug screening as a condition of employment.

The Village of Cambridge is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. This job description does not constitute an employment agreement between the Village and the employee. This job description is intended to describe the functions and minimum requirements for the performance of this job. It is not to be construed as an exhaustive statement of all duties, responsibilities, or requirements. In addition, the Village reserves the right to add, change or delete functions of this position at any time. This job description supersedes all previous job descriptions for this position.



Professional Services Agreement

MSA Project Number:

This AGREEMENT (Agreement) is made effective August 15, 2025 by and between

MSA PROFESSIONAL SERVICES, INC (MSA)

Address: 1230 South Blvd, Baraboo, WI 53913

Phone: 608.355.8959

Representative: Jason Terry

Email: jterry@msa-ps.com

VILLAGE OF CAMBRIDGE (OWNER)

Address: 200 Spring Street, Cambridge, WI 53523

Phone: 608-423-3712

Representative: Lucy Peterson

Email: LPeterson@cambridgewi.gov

Project Name: Village of Cambridge WI Water Operator Support Services

The scope of the work authorized is: See Attachment A: Scope of Services

The schedule to perform the work is: Approximate Start Date: 08/25/25
Approximate Completion Date: 12/31/2025

The estimated fee for the work is: T&M Basis estimated at 5-20 hours per week, dependent on needs of staff

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and expense basis. Attachment B: Rate Schedule is attached and made part of this Agreement

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

VILLAGE OF CAMBRIDGE

MSA PROFESSIONAL SERVICES, INC.

Name: Lucy Peterson

Title: Administrator/Treasurer/Deputy Clerk

Date: _____



Jason Terry
Utility Team Leader
Date: August 15, 2025

MSA PROFESSIONAL SERVICES, INC. (MSA)
GENERAL TERMS AND CONDITIONS OF SERVICES (PUBLIC)

1. **Scope and Fee.** The scope of Owner's Project (the "Project"), scope of MSA's services (the "Work"), and quoted fees for those services are defined in Attachment A. The scope and fee constitute a good faith estimate of the tasks and associated fees required to perform the services defined in Attachment A. This agreement upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development service or involve renovation of an existing building or structure, activities often cannot be fully defined during initial planning. As the Project progresses, facts uncovered may reveal a change in direction which may alter the Work. MSA will promptly inform the OWNER in writing of such situations so that changes in this agreement can be made as required.

2. **Owner's Responsibilities.**

(a) Project Scope and Budget

The OWNER shall define the scope and budget of the Project and, when applicable, periodically update the Project budget, including that portion allocated for the cost of the Work. The Project budget shall include contingencies for design, development, and, when required by the scope of the Project, construction of the Project. The OWNER shall not significantly increase or decrease the overall Project scope or schedule, the portion of the budget allocated for the cost of the Work, or contingencies included in the overall budget or a portion of the budget, without the agreement of MSA to a corresponding change in the Project scope, quality, schedule, and compensation of MSA.

(b) Designated Owner Representative

The OWNER shall identify a Designated Representative who shall be authorized to act on behalf of the OWNER with respect to the Project. OWNER's Designated Representative shall render related decisions in a timely manner so as to avoid unreasonable delay in the orderly and sequential progress of MSA's services. MSA shall not be liable for any error or omission made by OWNER, OWNER's Designated Representative, or OWNER's consultant.

(c) Tests, Inspections, and Reports

When required by the scope of the Project, the OWNER shall furnish tests, inspections, and reports required by law or the Contract Documents, such as planning studies; preliminary designs; structural, mechanical, or chemical tests; tests for air, water, or soil pollution; and tests for hazardous materials.

(d) Additional Consultants

MSA's consultants shall be identified in Attachment A. The OWNER shall furnish the services of other consultants other than those designated in Attachment A, including such legal, financial, accounting, and insurance counseling services as may be required for the Project.

(e) OWNER Provided Services and Information

MSA shall be entitled to rely on the accuracy and completeness of services and information furnished by the OWNER, Designated OWNER Representative, or Consultant. MSA shall use reasonable efforts to provide prompt written notice to the OWNER if MSA becomes aware of any errors, omissions, or inconsistencies in such services or information.

3. **Billing.** MSA will bill the OWNER monthly with net payment due upon receipt. Balances due past thirty (30) days shall be subject to an interest charge at a rate of 18% per year from said thirtieth day. In addition, MSA may, after giving seven days written notice, suspend service under any agreement until the OWNER has paid in full all amounts due for services rendered and expenses incurred, including the interest charge on past due invoices.

4. **Costs and Schedules.** Costs (including MSA's fees and reimbursable expenses) and schedule commitments shall be subject to change for delays caused by the OWNER's failure to provide specified facilities or information or for delays caused by unpredictable occurrences including, without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults, by suppliers of materials or services, process shutdowns, pandemics, acts of God or the public enemy, or acts of regulations of any governmental agency. Temporary delays of services caused by any of the above which result in additional costs beyond those outlined may require renegotiation of this agreement.

5. **Access to Site.** Owner shall furnish right-of-entry on the Project site for MSA and, if the site is not owned by Owner, warrants that permission has been granted to make planned explorations pursuant to the scope of

services. MSA will take reasonable precautions to minimize damage to the site from use of equipment, but has not included costs for restoration of damage that may result and shall not be responsible for such costs.

6. **Location of Utilities.** Owner shall supply MSA with the location of all pre-existent utilities and MSA has the right to reasonably rely on all Owner supplied information. In those instances where the scope of services require MSA to locate any buried utilities, MSA shall use reasonable means to identify the location of buried utilities in the areas of subsurface exploration and shall take reasonable precautions to avoid any damage to the utilities noted. However, Owner agrees to indemnify and defend MSA in the event of damage or injury arising from damage to or interference with subsurface structures or utilities which result from inaccuracies in information of instructions which have been furnished to MSA by others.

7. **Professional Representative.** MSA intends to serve as the OWNER's professional representative for those services as defined in this agreement, and to provide advice and consultation to the OWNER as a professional. Any opinions of probable project costs, reviews and observations, and other recommendations made by MSA for the OWNER are rendered on the basis of experience and qualifications and represents the professional judgment of MSA. However, MSA cannot and does not warrant or represent that proposals, bid or actual project or construction costs will not vary from the opinion of probable cost prepared by it.

8. **Construction.** When applicable to the scope of the Project, the OWNER shall contract with a licensed and qualified Contractor for implementation of construction work utilizing a construction contract based on an EJCDC construction contract and general conditions appropriate for the scope of the Project and for the delivery method. In the construction contract, the OWNER shall use reasonable commercial efforts to require the Contractor to (1) obtain Commercial General Liability Insurance with contractual liability coverage insuring the obligation of the Contractor, and name the OWNER, MSA and its employees and consultants as additionally insureds of that policy; (2) indemnify and hold harmless the OWNER, MSA and its employees and consultants from and against any and all claims, damages, losses, and expenses ("Claims"), including but not limited to reasonable attorney's fees and economic or consequential damages arising in whole or in part out of the negligent act or omission of the contractor, and Subcontractor or anyone directly or indirectly employed by any of them. This agreement shall not be construed as giving MSA, the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the contractors or subcontractors or the safety precautions and programs incident to the work, the same being the sole and exclusive responsibility of the contractors or subcontractors.

9. **Standard of Care.** In conducting the services, MSA will apply present professional, engineering and/or scientific judgment, which is known as the "standard of care". The standard of care is defined as that level of skill and care ordinarily exercised by members of the same profession practicing at the same point in time and in the same or similar locality under similar circumstances in performing the Services. The OWNER acknowledges that "current professional standards" shall mean the standard for professional services, measured as of the time those services are rendered, and not according to later standards, if such later standards purport to impose a higher degree of care upon MSA.

MSA does not make any warranty or guarantee, expressed or implied, nor have any agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, MSA will not accept those terms and conditions offered by the OWNER in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt, or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

10. **Municipal Advisor.** MSA Professional Services, Inc. is not acting as a 'Municipal Advisor' to the owner pursuant to Section 15B of the Exchange Act. For financial advice related to the corresponding project, the client is encouraged to discuss their finances with internal and/or external advisors and experts before making decisions incurring debt and/or supporting those obligations. MSA desires to serve each client well by providing the best information publicly available and is providing information as part of its engineering responsibilities to inform client options. The information is not intended to provide financial advice or recommendations and is not bound by the formal Municipal Advisor fiduciary duty.

11. **Conduct Expectations.** Owner and MSA understand their respective obligations to provide a safe, respectful work environment for their employees. Both parties agree that harassment on the job (unwelcome verbal, physical or other behavior that is related to sex, race, age, or protected class status) will not be tolerated and will be addressed timely and in compliance with anti-harassment laws.

12. Electronic Documents and Transmittals. Owner and MSA agree to transmit and accept project related correspondence, documents, text, data, drawings and the like in digital format in accordance with MSA's Electronic Data Transmittal policy. Each party is responsible for its own cybersecurity, and both parties waive the right to pursue liability against the other for any damages that occur as a direct result of electronic data sharing.

13. Building Information Modelling (BIM). For any projects, and not limited to building projects, utilizing BIM, OWNER and MSA shall agree on the appropriate level of modelling required by the project, as well as the degree to which the BIM files may be made available to any party using the Electronic Document Transmittal provisions of section 12 of this Agreement.

14. Construction Site Visits. If the scope of services includes services during the Construction Phase, MSA shall make visits to the site as specified in Attachment A— Scope of Services. MSA shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall MSA have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Accordingly, MSA neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

15. Termination. This Agreement shall commence upon execution and shall remain in effect until terminated by either party, at such party's discretion, on not less than thirty (30) days' advance written notice. The effective date of the termination is the thirtieth day after the non-terminating party's receipt of the notice of termination. If MSA terminates the Agreement, the OWNER may, at its option, extend the terms of this Agreement to the extent necessary for MSA to complete any services that were ordered prior to the effective date of termination. If OWNER terminates this Agreement, OWNER shall pay MSA for all services performed prior to MSA's receipt of the notice of termination and for all work performed and/or expenses incurred by MSA in terminating Services begun after MSA's receipt of the termination notice. Termination hereunder shall operate to discharge only those obligations which are executory by either party on and after the effective date of termination. These General Terms and Conditions shall survive the completion of the services performed hereunder or the Termination of this Agreement for any cause.

This agreement cannot be changed or terminated orally. No waiver of compliance with any provision or condition hereof should be effective unless agreed in writing and duly executed by the parties hereto.

16. Betterment. If, due to MSA's error, any required or necessary item or component of the Project is omitted from the construction documents, MSA's liability shall be limited to the reasonable costs of correction of the construction, less what OWNER'S cost of including the omitted item or component in the original construction would have been had the item or component not been omitted. It is intended by this provision that MSA will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the Project.

17. Hazardous Substances. OWNER acknowledges and agrees that MSA has had no role in identifying, generating, treating, storing, or disposing of hazardous substances or materials which may be present at the Project site, and MSA has not benefited from the processes that produced such hazardous substances or materials. Any hazardous substances or materials encountered by or associated with Services provided by MSA on the Project shall at no time be or become the property of MSA. MSA shall not be deemed to possess or control any hazardous substance or material at any time; arrangements for the treatment, storage, transport, or disposal of any hazardous substances or materials, which shall be made by MSA, are made solely and exclusively on OWNER's behalf for OWNER's benefit and at OWNER's direction. Nothing contained within this Agreement shall be construed or interpreted as requiring MSA to assume the status of a generator, storer, treater, or disposal facility as defined in any federal, state, or local statute, regulation, or rule governing treatment, storage, transport, and/or disposal of hazardous substances or materials.

All samples of hazardous substances, materials or contaminants are the property and responsibility of OWNER and shall be returned to OWNER at the end of a project for proper disposal. Alternate arrangements to ship such samples directly to a licensed disposal facility may be made at OWNER's request and expense and subject to this subparagraph.

18. Insurance. MSA will maintain insurance coverage for: Worker's Compensation, General Liability, and Professional Liability. MSA will provide information as to specific limits upon written request. If the OWNER requires coverages or limits in addition to those in effect as of the date of the agreement, premiums for additional

insurance shall be paid by the OWNER. The liability of MSA to the OWNER for any indemnity commitments, or for any damages arising in any way out of performance of this contract is limited to such insurance coverages and amount which MSA has in effect.

19. Reuse of Documents. Reuse of any documents and/or services pertaining to this Project by the OWNER or extensions of this Project or on any other project shall be at the OWNER's sole risk. The OWNER agrees to defend, indemnify, and hold harmless MSA for all claims, damages, and expenses including attorneys' fees and costs arising out of such reuse of the documents and/or services by the OWNER or by others acting through the OWNER.

20. Indemnification. To the fullest extent permitted by law, MSA shall indemnify and hold harmless, OWNER, and OWNER's officers, directors, members, partners, consultants, and employees (hereinafter "OWNER") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of MSA or MSA's officers, directors, members, partners, employees, or Consultants (hereinafter "MSA"). In no event shall this indemnity agreement apply to claims between the OWNER and MSA. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that MSA is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of MSA to defend the OWNER on any claim arising under this agreement.

To the fullest extent permitted by law, OWNER shall indemnify and hold harmless, MSA, and MSA's officers, directors, members, partners, consultants, and employees (hereinafter "MSA") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of the OWNER or the OWNER's officers, directors, members, partners, employees, or Consultants (hereinafter "OWNER"). In no event shall this indemnity agreement apply to claims between MSA and the OWNER. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that the OWNER is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of the OWNER to defend MSA on any claim arising under this agreement.

To the fullest extent permitted by law, MSA's total liability to OWNER and anyone claiming by, through, or under OWNER for any cost, loss or damages caused in part or by the negligence of MSA and in part by the negligence of OWNER or any other negligent entity or individual, shall not exceed the percentage share that MSA's negligence bears to the total negligence of OWNER, MSA, and all other negligent entities and individuals.

21. Accrual of Claims. To the fullest extent permitted by Laws and Regulations, all causes of action arising under this Agreement will be deemed to have accrued, and all statutory periods of limitation will commence, no later than the date of Substantial Completion; or, if Engineer's services do not include Construction Phase services, or the Project is not completed, then no later than the date of Owner's last payment to Engineer.

22. Dispute Resolution. OWNER and MSA desire to resolve any disputes or areas of disagreement involving the subject matter of this Agreement by a mechanism that facilitates resolution of disputes by negotiation rather than by litigation. OWNER and MSA also acknowledge that issues and problems may arise after execution of this Agreement which were not anticipated or are not resolved by specific provisions in this Agreement. Accordingly, both OWNER and MSA will endeavor to settle all controversies, claims, counterclaims, disputes, and other matters thru mediation with a mutually agreed upon mediator. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations. Neither demand for mediation nor any term of this Dispute Resolution clause shall prevent the filing of a legal action where failing to do so may bar the action because of the applicable statute of limitations. If despite the good faith efforts of OWNER and MSA any controversy, claim, counterclaim, dispute, or other matter is not resolved through negotiation or mediation, OWNER and MSA agree and consent that such matter may be resolved through legal action in the court having jurisdiction as specified in this Agreement.

23. Exclusion of Special, Indirect, Consequential and Liquidated Damages. MSA shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the Project or this contract.

24. Limitation of Liability. Neither MSA, its Consultants (if any), nor their employees shall be jointly, severally, or individually liable to the OWNER in excess of the amount of the insurance proceeds available.

25. Successors and Assigns. The successors, executors, administrators, and legal representatives of Owner and Engineer are hereby bound to the other party to this Agreement and to the successors, executors, administrators and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement. Neither party may assign, sublet, or transfer any rights under or interest (including, but without limitation, claims arising out of this Agreement or money that is due or may become due) in this Agreement without the written consent of the other party, which shall not be unreasonable withheld, except to the extent that any assignment, subletting, or transfer is mandated by law.

26. Notices. Any notice required under this Agreement will be in writing, and delivered: in person (by commercial courier or otherwise); by registered or certified mail; or by e-mail to the recipient, with the words "Formal Notice" or similar in the e-mail's subject line. All such notices are effective upon the date of receipt.

27. Survival. Subject to applicable Laws and Regulations, all express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

28. Severability. Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations will be deemed stricken, and all remaining provisions will continue to be valid and binding upon Owner and MSA.

29. No Waiver. A party's non-enforcement of any provision will not constitute a waiver of that provision, nor will it affect the enforceability of that provision or of the remainder of this Agreement.

30. State Law. This agreement shall be construed and interpreted in accordance with the laws of the State of Wisconsin.

31. Jurisdiction. OWNER hereby irrevocably submits to the jurisdiction of the state courts of the State of Wisconsin for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. OWNER further consents that the venue for any legal proceedings related to this Agreement shall be Sauk County, Wisconsin.

32. Understanding. This agreement contains the entire understanding between the parties on the subject matter hereof and no representations, inducements, promises or agreements not embodied herein (unless agreed in writing duly executed) shall be of any force or effect, and this agreement supersedes any other prior understanding entered into between the parties on the subject matter hereto.

ATTACHMENT A: SCOPE OF SERVICES

MSA will provide interim services to support the certified water operator and potable water operations for the Village of Cambridge utilizing MSA personnel certified by the State of Wisconsin in potable water. MSA understands the Village's Public Works Director, Cody Garcia, will initially serve as the certified operator for the Village of Cambridge and day-to-day testing will continue to be completed by Village of Cambridge Public Works staff.

These services include:

- Complete initial site meeting with Public Works Director and discuss operations, staffing and level of knowledge of existing staff
- Evaluate current responsibilities of staff and level of testing required and being completed by Village staff
- Serve as a resource to Village staff on operation of wells, testing and maintenance in order to position staff to maintain compliance
- Serve as interim support to Village staff and provide an update after 30 days to Village Administrator on ongoing needs for support for short and long term
- Attend Village meetings (virtual or in-person) as requested

ATTACHMENT B: RATE SCHEDULE

<u>CLASSIFICATION</u>	<u>LABOR RATE</u>
Administrative	\$ 85 – \$154/hr.
Architects	\$ 85 – \$198/hr.
Community Development Specialists	\$137 – \$198/hr.
Digital Design	\$115 – \$151/hr.
Environmental Scientists/Hydrogeologists	\$110 – \$193/hr.
Geographic Information Systems (GIS)	\$100 – \$193/hr.
Housing Administration	\$ 97 – \$198/hr.
Inspectors/Zoning Administrators	\$110 – \$160/hr.
IT Support	\$175 – \$193/hr.
Land Surveying	\$ 85 – \$198/hr.
Landscape Designers & Architects	\$ 85 – \$220/hr.
Planners	\$ 85 – \$215/hr.
Principals	\$225 – \$314/hr.
Professional Engineers/Designers of Engineering Systems	\$155 – \$204/hr.
Project Managers	\$120 – \$248/hr.
Real Estate Professionals	\$140 – \$193/hr.
Staff Engineers	\$ 85 – \$149/hr.
Technicians	\$100 – \$151/hr.
Utility Operator	\$ 90 – \$150/hr.

REIMBURSABLE EXPENSES

Copies/Prints	Rate based on volume
Specs/Reports	\$10
Copies	\$0.14/page
Plots	\$0.01/sq.in.
Flash Drive	\$10
GPS Equipment	\$20/hour - \$10.75/hour for DOT
GPS R2 Equipment	\$20/hour - \$2/hour for DOT
Dini Laser Level	\$85/per day
Mailing/UPS	At cost
Mileage – Reimbursement	IRS Rate – IRS Rate + \$5/day
Mileage – MSA Vehicle	\$0.70 mile standard/ \$0.69 mile for DOT
Nuclear Density Testing	\$30/day
Organic Vapor Field Meter	\$100/day
PC/CADD Machine	Included in labor rates
Robotic Survey Equipment	\$20/hour - \$10/hour for DOT
Stakes/Lath/Rods	At cost
Travel Expenses, Lodging, & Meals	At cost
Traffic Counting Equipment & Data Processing	At cost
Geodimeter	\$30/hour
Drone Flight	\$375/flight - \$360/flight for DOT

Labor rates represent an average or range for a particular job classification. These rates are in effect until December 31, 2025.



Simplifying your customer's life and your business day

Pricing Proposal for Village of Cambridge, WI

Payment Service Network, Inc.
2901 International Lane
Madison Wisconsin 53704

www.PaymentServiceNetwork.com

Matthew Yarbrough

Phone: 469-209-3228

myarbrough@invoicecloud.com



Thank you for allowing me to submit this proposal. Payment Service Network (PSN) provides a vast range of eServices for payment processing, billing and customer communication. After discussing your needs, I have developed the following proposal of services. Please let me know if there is any additional information you require. The staff at PSN looks forward to providing you with personalized service.

This proposal quotes costs for the services that are marked below. If you would like quotes on any additional services, please let me know.

PAYMENT METHODS

Included	Not Included	
✓		Credit and Debit Card Payments
✓		Checking and Savings Payments

PAYMENT CHANNELS

Included	Not Included	
✓		Online
✓		Customer Mobile Optimization*
✓		Virtual Terminal (any Internet-connected device)*
✓		Automated Phone (IVR) and PSN Call Center
	x	Credit Card Terminal
	x	Backoffice Auto-Pay (recurring set up by staff)
	x	Customers' Banks' Bill Payment System

**Come standard with Online payment services*

ADDITIONAL SERVICES

Included	Not Included	
✓		Web Customization with your Logo
✓		Data Sharing (System Integration)

Implementation and Service Fees

Following are non-transactional fees which are either one-time, monthly or annual costs. If you need additional information on these costs, please let me know.

Service Implementation Fee Includes, as applicable: Implementation Team • Training • Online Portal Setup • Standard Customer Payment App Setup • IVR Setup • PSN Call Center Training Specific to Your Account • Merchant Application Processing • Marketing Support	One-time fee	\$3,000 Waived
Paperless Billing – per paperless bill per cycle Note: Only when paper is suppressed, and a paper invoice is not mailed	Per Billing Cycle	\$0.50 \$0.35
Support, Maintenance Fee Includes, as applicable: Online Portal, Standard Customer Mobile App, IVR System Upgrades and Maintenance • Call Center Support for Your Customers • Email Notifications to Payers and Staff • Service Account Manager for Your Staff • Interface/Integration Support (Storage and Maintenance of Customer Data) • Reports • Online Account Management Center • System and Account Monitoring (24/7) • And More	Monthly fee	\$600 \$150
PCI Security Compliance Fee Includes: Required PCI Certification • Compliance with Credit Card Security Requirements • Auditing	Annual fee Charged each December	\$89.95 Waived

Transaction Fees Paid by Customers

To cover costs of processing payments through the network of financial institutions, the following fees will apply to each transaction. The fees are based on the type of payment (check, credit card, cash) and/or how the payment is made.

Payment Channel	Check/Savings (ACH Paid by Village of Cambridge)	Credit/Debit Card* (Paid by Customers of Cambridge)
Online • Mobile • Virtual	\$1.50	3.5%
IVR – Automated Phone Payments (Optional)	\$2.45	3.% + \$0.95
Live Call Center Payments(Optional)	\$4.45	3.5% + \$2.95

*Credit cards include your choice of VISA, MasterCard, Discover and American Express

NOTE: A \$15 fee is charged to you for any disputed credit/debit card.
The Customer is charged \$35 for NSF returns.

*If payment is less than \$100, the Customer will be charged 3.5% plus 50¢.

would
not use

Village of Cambridge – Service Line Inventory Notice

Quick Facts & FAQs

Why did I get this notice?

We are required by the Wisconsin DNR to track the public and private service line material (lead, galvanized requiring replacement, unknown, or non-lead). A service line is the pipe that leads to all structures from the water mains.

Is my water safe?

Yes. This was an administrative reporting deadline issue, not a water quality problem. No boiling or special action is required.

What is a public vs private service line?

Public: The portion of the service line between the water main and the shut-off valves that is owned by the Village of Cambridge and is our responsibility.

Private: The portion of the service line that is owned by the property owners and is their responsibility. Private water lines begin at the shut off valve (typically outside, in your front yard or in front of your building) and go to your water meter inside your home or building.

What do we not know?

If you received a notice that says you have an unknown service line material, this means that the material of the PRIVATE side of your water line is unknown. All public water line materials are known and safe.

What happened to require the public notice?

Our initial service line inventory was due Oct. 16, 2024, but submitted Oct. 30, 2024. The DNR reviewed and accepted it in June 2025.

Why does it matter?

Lead and galvanized pipes that are or were previously downstream of lead can release lead into drinking water, which can cause health problems over time—especially for children and pregnant women.

How do I find my service line type?

- Contact us at utilities@cambridgewi.gov or (608)501-4143 to obtain your public service line material and if known, your private side service line material.
- If your private side service line is unknown, you may check it yourself or hire a licensed plumber.
 - Instructions for identifying the private side of the service line coming into your home can be found here: [Lead Service Lines and Drinking Water Best Management Practices](#)
- You may also use EPA's "Protect Your Tap" guide: www.epa.gov/pyt

How can I help?

If you can safely see the pipe entering your home near the water meter, use the instruction above to determine if it may be lead. To help the utility update our service line inventory, please do the following:

1. Take a clear photo of the pipe leading to your meter.
2. Email the picture and any information you have gathered regarding the scratch test and magnet test, or from a licensed plumber to utilities@cambridgewi.gov with your name & address.

Next Steps:

We are working to identify all unknown lines within the next year so we can plan for replacement if needed.

Weekend On-Call Policy for Utility and Village Public Works Duties

"On call" is defined as from end of workday (11:00 am) on Friday, until end of workday (11:00 am) on Friday the following week. The Village office shall have a schedule of on-call personnel.

The On Call employee shall remain situated within sixty (60) minutes of the Village and must have their cellphone with them.

Employee on call shall be responsible for:

- A. Routine weekend water/sewer and Public Works weekend duties
- B. Any water and sewer emergencies that occur during their week
- C. Any Public Works emergencies that occur during their week

If an employee is unable to work their scheduled week, it is their responsibility to find a replacement and notify the Village Office of any changes made to the schedule.

Routine Water/Sewer and Public Works Weekend Duties

Routine Duties include the following:

- A. DPW shop:
 - 1. Test distribution fluoride levels and all other tests as directed/needed.
 - 2. Check water tower level on SCADA, between 18ft and 22 ft. If above or below these levels, determine the cause of the problem and resolve.
 - 3. Check chlorine, fluoride and brine levels on SCADA for Well 2 & 3
 - 4. Turn off all lights, log out of computer. **Make certain doors are locked.**
- B. Water Treatment Facilities Well 2 & 3:
 - 1. Well 2: Record flow readings from the raw water meter and blend meter.
 - 2. Well 2: Record the pounds of Chlorine and Fluoride, check for leaks in chemical lines and fittings, replace as needed.
 - 3. Well 2: Turn off all lights. **Make certain doors are locked.**
 - 4. Well 3: Chlorine and Fluoride, check for leaks in chemical lines and fittings, replace as needed.
 - 5. Well 3: Turn off all lights. **Make certain doors are locked.**
- C. Check all other Village facilities as needed/directed
- D. Ensure restrooms at Westside Park are open. Clean and stock toiletries as needed.
- E. Close the gate to the Village compost site at 8 AM on Sunday, unless otherwise directed.



Village of Cambridge

Department of Public Works

Emergency After-Hours Phone Policy

IMPORTANT! If you are experiencing a life-threatening emergency, please immediately dial 9-1-1 and contact emergency services.

The Village of Cambridge's Department of Public Works is proud to offer its residents 24/7 on-call emergency public works services.

To ensure that this service is utilized properly by Cambridge residents, the following "Public Works Emergency" criteria have been established:

What is a "Public Works Emergency"?

A public works emergency is defined as:

A situation where conditions arise, due to a disaster or other events, that impair **critical infrastructure** and/or **essential services**, requiring **immediate action** to protect **life, property, or public health**.

Examples include:

- A Village roadway blockage due to downed trees, flooding, etc.
- Water or sewer backups caused by Village infrastructure
- Suspected water main leaks

Examples of events that **do not** constitute a Public Works Emergency*:

- Missed brush/compost pickup
- Animal carcasses/roadkill on/near Village roads that are **not** obstructing the roadway
- Non-emergency utility location services
- Public parks maintenance (toilet paper replacement, trash removal, etc.)

**Note that while the events listed in this section do not meet the definition of a Public Works emergency, these services will be performed by the Public Works Department during regular business hours.*

Please note that the above examples are not exhaustive, and the decision on whether an incident that does not clearly fall within the Public Works Emergency definition is at the discretion of the Public Works Director.

Should you have any questions regarding this policy, please reach out to:



Cody Garcia

Director of Public Works
Village of Cambridge
CGarcia@CambridgeWI.gov