

Cumberland Municipal Utility Committee Monthly Meeting

Cumberland City Hall

950 1st Ave., Cumberland, WI 54829

Date 12/18/2025

Time: 10:30 AM

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Attendance:

Jordan Peichel (Utility Manager)	P	Mayor Dan Shoemaker	P	Randy Reeg (City Administrator)	P
Tom Schroeder (Committee Chairman)	P	Michael Benjamin	P	John Anderson (Committee Secretary)	P
Bill Lussier (City Liaison)	P	Open Committee Member	A		

Other Attendees : Diane Ostness, Lori Nyhus

Respectfully submitted by

This minutes template includes a complete standardized agenda. Items in bold will be covered during the respective monthly meeting.

TOPIC	DISCUSSION
1) Call to Order	Chairman Schroeder called the meeting to order @ 10:30 A.M
2) Public Comment	None
3) Approval of agenda	General consensus to approve the agenda with item #5 moved to follow item #14.
4) Discuss and approve Utility Committee meeting minutes of November 20, 2025	Michael Benjamin made a motion to approve the Utility Committee meeting minutes of November 20, 2025. John Anderson seconded. Motion adopted.
5) Fiscal Report and Review a. 2026 Operating Budget Drafts	John Anderson made a motion to recommend the City Council approve the 2026 Operating Budget as presented. Bill Lussier seconded. Motion adopted.
6) STRATEGIC a. Project Prioritization b. Capital Plan i. AFP #1 from Erickson Excavating for TID #9 Street & Utility Extension project in the amount of \$156,058.50. c. Finance Plan i. Alternatives – Revenue vs. Debt ii. Debt Acquisition iii. Grants d. Rate Impacts	6)b.i. John Anderson made a motion to recommend the City Council approve AFP #1 from Erickson Excavating for TID #9 Street & Utility Extension project in the amount of \$156,058.50. Bill Lussier seconded. Motion adopted.

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TOPIC	DISCUSSION
e. Real Estate f. Policies i. Working Capital Reserve Policy g. PILOT Payments	
7) Quarterly Performance a. Budget – Plan vs. Actual b. Utilization	
8) OPERATIONS	
<u>Electric Utility</u> 9) Discussion and possible action relating to Electric Utility operation including: a. TBA 10) Discussion and possible action relating to Electric Utility capital projects including: a. AFP #3 from Simon Electric Construction Company for the main street lighting project in the amount of \$25,624.16. b. Final cost for cement to be paid to general fund for lighting project.	10)a. Michael Benjamin made a motion to recommend the City Council approve AFP #3 from Simon Electric Construction Company for the main street lighting project in the amount of \$25,624.16. Bill Lussier seconded. Motion adopted. 10)b. Michael Benjamin made a motion to recommend the City Council approve a transfer in the amount of \$74,833.48 to the general fund. Bill Lussier seconded. Motion adopted.
<u>Water Utility</u> 11) Discussion and possible action relating to Water Utility operations including: a. TBA 12) Discussion and possible action relating to Water Utility capital projects including: a. Replace door locks b. Change order #3 from CTW Corporation for Well #6 with a Substantial Completion date of March	12)a. Bill Lussier made a motion to approve \$11,200.00 to install Infinias access control in 7 locations; 3 at the generation plant and 1 each at well #'s 3,4,&5 and 1 at the water tower. John Anderson seconded. Motion adopted. 12)b. Michael Benjamin made a motion to recommend the City Council approve Change order #3 from CTW Corporation for Well #6 with a Substantial Completion date of March 31, 2026 and an increase of \$29,610.00. Bill Lussier seconded. Motion adopted. 12)c. Update only – waiting for DNR approval.

Cumberland Municipal Utility Committee Monthly Meeting

Cumberland City Hall

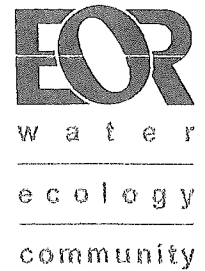
950 1st Ave., Cumberland, WI 54829

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TOPIC	DISCUSSION
31, 2026 and an increase of \$29,610.00 c. Well #6 Pilot Study	
<u>Sewer Utility</u> 13) Discussion and possible action relating to Sewer Utility operations including: a. TBA 14) Discussion and possible action relating to Sewer Utility capital projects including: a. MSA engineering proposal b. Desantis Excavating invoice for Hines Lakeview Drive project in the amount of \$38,100.00.	14)a. This will be tabled until January. 14)b. Bill Lussier made a motion to recommend the City Council approve DeSantis Excavating invoice for Hines Lakeview project in the amount of \$38,100.00. John Anderson seconded. Motion adopted.
<u>OTHER UTILITY TOPICS</u>	
15) Manager's Update	Update only on Street Lighting, Quality and temperature of water entering the Hay River from the Waste Treatment Plant in relation to the new DNR requirements, Well #6 testing and Engine #6 rebuild. No action taken.
16) Future Agenda Items	Review of Capital Plan
17) Adjourn	Meeting unanimously adjourned @ 12:04 P.M..



January 8, 2025

Randy Reeg
City of Cumberland
950 1st Ave.
Cumberland, Wi 54829

Dear Randy:

Attached is EOR's invoice for work performed on the Hines Lakeview Drive project from June to November 2025. The hours billed were primarily completed by Nick Nelson as the project engineer. My time was primarily focused on project coordination with Pember and Barron County and public outreach.

Summary of activities by month:

June: development of staking files for Barron County surveyor. Final plans and specifications, advertisement for bids, contactor questions, preparation of Addendum and preparation for pre-bid meeting.

Nick 34.5 hours

July: bid opening, bid tabulations and award documents. Coordination with Barron County staff during personnel transition. Pre-construction meeting and follow-up. Change order requests for manhole diamonds and watermain extension. Submittal reviews. Meetings with city staff regarding tree trimming and stakeholder meetings regarding individual site issues.

Nick 40 hours/Jay 7.5 hours

August: project start up. Coordination with Barron County on pulverizing pavement. Watermain staking. Coordination with Charter Spectrum and WE Energy. Site inspections, project coordination, erosion control inspections. Stakeholder meetings regarding individual site issues.

Nick 54.25 hours/Jay 20 hours

September: Pember pay request review and project administration. Driveway staking. Addressing sampling procedures and watermain disinfection. Site inspections, project coordination, erosion control inspections. Meetings with Barron County to coordinate paving and restoration. Meetings with stakeholders to address individual site issues.

Nick 23.5 hours/Jay 15 hours

October: watermain disinfection issues and sampling observations. Contractor coordination for individual water service hookups. Site and erosion control inspections. Coordination with Barron County paving crews. Meetings with city and county staff to address pavement issues. Meetings with stakeholders to address individual site issues.

Nick 9.25 hours/Jay 8.75 hours

November Final quantities and pay application review, development of change order to reflect final quantities, final pay application and project closeout coordination. Coordination with Barron County on paving and site restoration.

Nick 5.5 hours/Jay 3.5 hours

Total Labor: \$48,170.00

Mileage and miscellaneous expenses: \$4305.87

Total Invoice Amount: \$52,475.87

Breakdown:

Road Project \$19,118.02

Watermain - \$33,357.85

Please let me know if you have any questions regarding this invoice.

Sincerely,



Jay Michels
EOR, Inc.

Invoice

Emmons & Olivier Resources, Inc.
1919 University Ave. W, Ste 300
St. Paul, MN 55104-3455
Phone 651.770.8448
Fax 651.770.2552
www.eorinc.com

**Invoice Total \$52,475.87**

Dan Schoemaker
City of Cumberland
950 1st Avenue
Cumberland, WI 54829

December 11, 2025
Invoice No: 00957-0018 - 11

Project 00957-0018 Hines Lakeview Drive

Summary of Work Performed: See attached memo.

Professional Services from June 01, 2025 to November 30, 2025

Phase 02 Final Design and Construction

Professional Personnel	Hours	Rate	Amount	
Professional 3	166.50	209.00	34,798.50	
Professional 4	54.75	238.00	13,030.50	
Technician 2	2.00	123.00	246.00	
Support Staff	1.00	95.00	95.00	
Totals	224.25		48,170.00	
Total Labor				48,170.00

Reimbursable Expenses

Mileage - Reimbursable	3,502.80	
Supplies - Reimbursable	298.58	
Copies, Prints, and Photo - Reimbursable	296.71	
Misc Reimbursable Expense	186.78	
Total Reimbursables	4,284.87	4,284.87

Unit Billing

Company Vehicle Mileage	21.00
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Total this Phase \$52,475.87

Total this Invoice \$52,475.87

Project 00957-0018 Hines Lakeview Drive
Phase 2 Final Design and Construction

Employee	Date	Comments	Hours	Rate	Amount
ROAD PROJECT					
NNEILSON	6/2/2025	Survey Staking Files	4.75	\$209.00	\$ 992.75
NNEILSON	6/3/2025	Survey Scoping Memo - Survey Points files & Dwg for staking	6.25	\$209.00	\$ 1,306.25
NNEILSON	7/14/2025	Correspondence RE County, Issue IFC to Acting Hwy Comm, Update Precon Agenda, detail Needs from Stakeholders to Jay	1.00	\$209.00	\$ 209.00
NNEILSON	7/23/2025	Page Turn w/ County, Water Main Amendment	4.00	\$209.00	\$ 836.00
NNEILSON	7/28/2025	Follow Up w/ City, Question on End of Terrace, Contractor Follow Up, Weekly Update,	1.00	\$209.00	\$ 209.00
NNEILSON	8/4/2025	Weekly Updates, Erosion Inspection, Mark out Pulverize Limits, Contractor coordination - requests for portfolioh service, watermain satking request follow up - which points?, manhole adjustment coordination)	4.00	\$209.00	\$ 836.00
NNEILSON	8/7/2025	Erosion Control Requirements Follow Up, Client County Coordination	1.00	\$209.00	\$ 209.00
NNEILSON	8/8/2025	Charter Spectrum Attempted Communication for Coordination of construction (Poor Response)	1.00	\$209.00	\$ 209.00
NNEILSON	8/11/2025	Erosion Control Inspection, Constructio Observation, Utility Coordination, City Stakeholder Coordination,	4.00	\$209.00	\$ 836.00
NNEILSON	8/18/2025	Construction Observation, Erosion Control Inspection, County Contractor PM Coordination	2.00	\$209.00	\$ 418.00
NNEILSON	8/25/2025	Site Inspection, Met with Pember RE Driveways & Culverts, Weekly EC Inspection, Coord for Water tests	3.00	\$209.00	\$ 627.00
NNEILSON	9/9/2025	Site Visit, Troubleshooting Tree for Safe Sample Result Issues, Pressure Monitoring Request, Driveway Surveying Coordinate Production for County	4.00	\$209.00	\$ 836.00
NNEILSON	9/15/2025	Site visit, Survey Adjustment	2.00	\$209.00	\$ 418.00
NNEILSON	9/29/2025	Erosion Control Inspection, Observe Sampling, Field Notes	1.25	\$209.00	\$ 261.25
NNEILSON	10/6/2025	EE&SC Inspection, Site visit	1.00	\$209.00	\$ 209.00
NNEILSON	10/20/2025	Site visits - Erosion Control Inspection	.50	\$209.00	\$ 104.50
NNEILSON	10/30/2025	Site Visit, Discuss Driveways with Josh (County)	.50	\$209.00	\$ 104.50
NNEILSON	8/4/2025	coordination call with JM	.50	\$238.00	\$ 119.00
BHAUSEN	7/15/2025	Hines PreCon meeting.	2.00	\$238.00	\$ 476.00
JMICHELIS	7/23/2025	Plan review with county staff.	1.50	\$238.00	\$ 357.00
JMICHELIS	7/28/2025	Tree trimming meeting with Jordan and crew, Meeting to look over Terrace issue. Calls with Randy to discuss easement issues.	2.00	\$238.00	\$ 476.00
JMICHELIS	7/31/2025	Meeting with county on Terrace drainage issues and follow up with W/E Energies.	1.50	\$238.00	\$ 357.00
JMICHELIS	8/5/2025	County Milling start up. Calls with Jill Mayer , Jiffy Biffy Management, Site coordination.	2.00	\$238.00	\$ 476.00
JMICHELIS	8/7/2025	Meeting with Lori and Scott from Barron County, Site Review.	1.50	\$238.00	\$ 357.00
JMICHELIS	8/12/2025	Site visit and meetings with Joan Maszyga, Tom Brandt, Don Lloyd.	2.50	\$238.00	\$ 595.00
JMICHELIS	8/22/2025	Site meetings with Pember and Mike Roulis. Calls with Nick Nelson, Terry Luttkie, Kevin	2.00	\$238.00	\$ 476.00
JMICHELIS	8/25/2025	Driveway staking with Pember	1.00	\$238.00	\$ 238.00
JMICHELIS	9/3/2025	Driveway layouts with Pember, Calls with Nathan Nelson, Mike Leahy Ryan Johnson, Nick, Lerdahis.	2.00	\$238.00	\$ 476.00
JMICHELIS	9/9/2025	Project Management. Calls with Catlon Phelps regarding staking, Ryan Pember, Stu Grubb regarding staking and water quality sampling.	1.00	\$238.00	\$ 238.00
JMICHELIS	9/22/2025	Meeting with Barron County crew to discuss paving options.	1.00	\$238.00	\$ 238.00
JMICHELIS	9/25/2025	Meeting with Barron County crew to address grading of Pine/Terrace and Harbor.	.50	\$238.00	\$ 119.00
JMICHELIS	9/30/2025	Meetings with county crew and Don Lloyd to address issues.	.50	\$238.00	\$ 119.00
JMICHELIS	10/6/2025	Project coordination and Monday update.	2.00	\$238.00	\$ 476.00
JMICHELIS	10/27/2025	County grading, meetings with Randy and County regarding washboarding issues and scheduling. Calls with Nick and Lori	.50	\$238.00	\$ 119.00
JMICHELIS	10/28/2025	Meeting with Paving Crew	1.00	\$238.00	\$ 238.00
JMICHELIS	10/29/2025	Site meetings with paving crew and Chad to review driveways and other details. Calls with Josh, Nick, Lori,	1.00	\$238.00	\$ 238.00
JMICHELIS	10/30/2025	Driveway paving, calls with Randy, Nick, Lori, Devon Fredrickson, Josh Taylor	2.00	\$238.00	\$ 476.00
JMICHELIS	11/12/2025	Meeting with County to discuss shouldering and dirt work. Calls with Randy, Lori, Nate, Devon, Mike Leahy. Pavement thickness issues.	1.50	\$238.00	\$ 357.00
JMICHELIS	11/13/2025	Calls with Randy, Lori to address pavement thickness issues. Site visit to confirm thickness. Change orders and project closeout with Nick and Ryan Pember.	.25	\$123.00	\$ 30.75
JCASTANEDA	7/22/2025	locating and counting hub and lath for Jay	1.75	\$123.00	\$ 215.25
JCASTANEDA	7/25/2025	Delivering hub and lath	.25	\$ 95.00	\$ 23.75
SHARTSHORN	7/29/2025	printing copies of manual	.75	\$ 95.00	\$ 71.25
SHARTSHORN	7/30/2025	printing and binding copies of manual			\$17,064.25
WATERMAIN					
NNEILSON	6/4/2025	Spec QAQC	5.00	\$209.00	\$ 1,045.00
NNEILSON	6/5/2025	Spec QAQC	6.50	\$209.00	\$ 1,358.50
NNEILSON	6/6/2025	Final Spec Prep & Stamp for Binder - Advertisement for Bid	2.50	\$209.00	\$ 522.50
NNEILSON	6/9/2025	Follow Up Contractor's Questions, Discussions w/ Jay, Respond to Jay Requests	1.50	\$209.00	\$ 313.50
NNEILSON	6/10/2025	Respond to Contractor Questions	1.00	\$209.00	\$ 209.00
NNEILSON	6/12/2025	Follow up with contractor questions, Internal Correspondence Re QuestCDN	2.00	\$209.00	\$ 418.00
NNEILSON	6/16/2025	Contractor Questions	.50	\$209.00	\$ 104.50
NNEILSON	6/17/2025	Review Contract Document for Addendum 1 Items, Internal & External Correspondence, Addendum Updates	2.50	\$209.00	\$ 522.50

NNEILSON	6/18/2025	Contractor Questions, Contractor Responses	.50	\$209.00	\$	104.50
NNEILSON	6/20/2025	Contractor Questions Follow Up	.50	\$209.00	\$	104.50
NNEILSON	6/23/2025	Contractor Questions, Follow Up w/ City	.50	\$209.00	\$	104.50
NNEILSON	6/24/2025	Respond To Utility Questions, Prep for Pre-Bid Meeting	.50	\$209.00	\$	104.50
NNEILSON	7/1/2025	Contractor Questions, Follow Up	.50	\$209.00	\$	104.50
NNEILSON	7/2/2025	Bid Opening, Bid Follow-Up,	4.00	\$209.00	\$	836.00
NNEILSON	7/3/2025	Recommendation for Award, Instructions to Owner, Internal Correspondence	1.75	\$209.00	\$	365.75
NNEILSON	7/7/2025	Open Records / Bid Tabulation compilation, Internal Correspondence	1.25	\$209.00	\$	261.25
NNEILSON	7/9/2025	General Support Regarding Utility & Client, Precon & Special Meeting Discussion	2.00	\$209.00	\$	418.00
NNEILSON	7/10/2025	Gas Utility Foremanin conflict Resolution, Call City Wastewater, Internal Discussion,	2.00	\$209.00	\$	418.00
NNEILSON	7/15/2025	Hines Lakeview Drive Meeting with County & Pember, Precon Meeting Follow Up, Change order Initiation 1,	7.00	\$209.00	\$	1,463.00
NNEILSON	7/18/2025	Hines Lakeview - Contractor County City Follow Up, DNR Conversations RE Watermain Permit, Permit Amendment work,	4.00	\$209.00	\$	836.00
NNEILSON	7/21/2025	Flow test, Watermain Amendment 2, plansheet u3	4.00	\$209.00	\$	836.00
NNEILSON	7/22/2025	Watermain Amendment 2	4.00	\$209.00	\$	836.00
NNEILSON	7/30/2025	Water Submittal Review	1.50	\$209.00	\$	313.50
NNEILSON	7/31/2025	Submittal Reviews, Requests from Contractor Quantities & Manhole Reports, Request for Updates	1.50	\$209.00	\$	313.50
NNEILSON	8/1/2025	Contractor & Client follow ups - Change order request, permit posting updates, Notice to proceed, requests for bid results, project updates,	3.00	\$209.00	\$	627.00
NNEILSON	8/5/2025	Watermain Staking points file creation and deliver, Construction Admin,	3.00	\$209.00	\$	627.00
NNEILSON	8/6/2025	Site Visit - Contractor - County Follow Up RE Watermain Staking - utilities, & Cui De Sac	2.00	\$209.00	\$	418.00
NNEILSON	8/12/2025	Change Order Coordination	.50	\$209.00	\$	104.50
NNEILSON	8/13/2025	County contractor Coordination, Watermain Construction Observation, Driller Assistance, Change Order City Stakeholder management	4.00	\$209.00	\$	836.00
NNEILSON	8/14/2025	Hines Lakeview Drive - Watermain Construction Observation, Utility Follow Up, Driller Assistance, City Stakeholder management	5.00	\$209.00	\$	1,045.00
NNEILSON	8/15/2025	Site Visit, Construction Administration	2.00	\$209.00	\$	418.00
NNEILSON	8/19/2025	Watermain Connection Construction Observation - Documentation of site, Review of state statutes and standards,	8.00	\$209.00	\$	1,672.00
NNEILSON	8/20/2025	Reach out to Jay with Pember and Casey Blawyer to document connection to existing procedure as observed from contractor and city,	.50	\$209.00	\$	104.50
NNEILSON	8/21/2025	Site Inspection, Hydrant Installation Observation,	4.00	\$209.00	\$	836.00
NNEILSON	8/26/2025	Watermain pressure test, Site Inspection, Update Culvert Inverts for County Surveyor, Correspondence,	7.25	\$209.00	\$	1,515.25
NNEILSON	9/2/2025	Hines Construction Admin	1.00	\$209.00	\$	209.00
NNEILSON	9/3/2025	Pember Conversations, Const Admin	1.00	\$209.00	\$	209.00
NNEILSON	9/8/2025	Pay Request 1 Review	1.00	\$209.00	\$	209.00
NNEILSON	9/10/2025	Sample Discussion w/ City, Troubleshooting Results from Contractor	2.00	\$209.00	\$	418.00
NNEILSON	9/11/2025	Disinfection Procedures follow up, statutes for disinfection, county update request., phone call with Jordan	2.00	\$209.00	\$	418.00
NNEILSON	9/12/2025	Sample and Disinfection Follow up	.75	\$209.00	\$	156.75
NNEILSON	9/16/2025	Attend Sampling meeting in field	.50	\$209.00	\$	104.50
NNEILSON	9/17/2025	Recommendations for Next steps on Watermain, Recommendations for Disinfections, Pathway for Responsibility of Contractor Discussions	1.00	\$209.00	\$	209.00
NNEILSON	9/26/2025	Disinfection Observation & Support	4.00	\$209.00	\$	836.00
NNEILSON	9/30/2025	Weekly Update, Client/PM/ and Contractor Coordination on Failed Safe Sample, Email to Pember & City,	3.00	\$209.00	\$	627.00
NNEILSON	10/1/2025	Client, Contractor, PM Correspondence	.50	\$209.00	\$	104.50
NNEILSON	10/2/2025	Pay App Pember - Client Meeting - Follow Up Correspondence w/ Contractor	2.50	\$209.00	\$	522.50
NNEILSON	10/3/2025	Pay App 1 Change Order 1 - Work with contractor to prepare, Package & Submit	.75	\$209.00	\$	156.75
NNEILSON	10/7/2025	Site Visit - Observe progress on Dewatering	.50	\$209.00	\$	104.50
NNEILSON	10/8/2025	Site Visit, Contractor Request for Televising	.50	\$209.00	\$	104.50
NNEILSON	10/10/2025	Site Visit	.50	\$209.00	\$	104.50
NNEILSON	10/15/2025	Client/Contractor Correspondence RE Water Service hookups	.50	\$209.00	\$	104.50
NNEILSON	10/17/2025	Site Visit, Email to Contractor/Client	.50	\$209.00	\$	104.50
NNEILSON	10/27/2025	Punch List walkdown/ certificate of substantial completion, punchlist.	1.00	\$209.00	\$	209.00
NNEILSON	11/13/2025	Process Change Order 2 Request & Correspondence between City and Contractor, Discussion w/ Jay,	4.00	\$209.00	\$	836.00
NNEILSON	11/14/2025	Contractor revised pay app, and request for final quantities, Revise Change order to incorporate final quantities, Final Pay application 2	1.25	\$209.00	\$	261.25
NNEILSON	11/17/2025	Receive and Package Pay CO Package, Send to client	.25	\$209.00	\$	52.25
NNEILSON	8/14/2025	Change order Issues, Calls with Jordan, Nick, Jay Pax, Ryan Pember.	2.50	\$238.00	\$	595.00
JMICHELS	8/15/2025	Site visit and calls with Nick Nelson, Randy Reeg, Ryan Pember regarding change orders.	1.50	\$238.00	\$	357.00
JMICHELS	8/19/2025	Watermain connection issues.	3.00	\$238.00	\$	714.00
JMICHELS	8/29/2025	Testing calls with Nick, Jay, Terry, Meeting with Pember and Chris Cook	1.00	\$238.00	\$	238.00
JMICHELS	9/10/2025	Planning meeting with Randy, Dan, Nick and Jordan regarding sampling and follow up.	2.00	\$238.00	\$	476.00
JMICHELS	9/11/2025	Chlorination site visit with Pember. Meeting with Pember to discuss ditch grading. Follow up discussions.	2.50	\$238.00	\$	595.00
JMICHELS	9/15/2025	Post treatment sampling, Meetings with Nick and Catlon Phelps on concrete driveway finish grades, Calls with Nate Nelson, Lori Raven, Jay Pax, Randy Reeg, Monday update submittal and revision discussion with Randy Reeg.	2.00	\$238.00	\$	476.00

JMICHELIS	9/16/2025	Sampling with Jordan, Casey, Nick and Jay Pax	1.00	\$238.00	\$	238.00
JMICHELIS	9/29/2025	Dechlorination and sampling. Meeting with county crews on paving.	2.00	\$238.00	\$	476.00
JMICHELIS	10/2/2025	Call with Jordan, Randy Nick and Terry	.50	\$238.00	\$	119.00
JMICHELIS	10/7/2025	Site visit with Pember.	.50	\$238.00	\$	119.00
JMICHELIS	10/8/2025	Site Visit. Meeting with Pember	.50	\$238.00	\$	119.00
JMICHELIS	10/9/2025	Site Visit. Meeting with Pember	.50	\$238.00	\$	119.00
JMICHELIS	10/13/2025	ESC inspection, Meeting with Pember Crew, addressing issues with Bill Toews and Lerdahls.	1.25	\$238.00	\$	297.50
				\$31,115.75		

Reimbursable Expenses

ROAD PROJECT

EX	6/25/2025	Michels, John / Hines Pre Bid / 156.00 miles @ 0.70		\$	109.20
EX	7/23/2025	Michels, John / Hines Plan review / 146.00 miles @ 0.70		\$	102.20
EX	7/28/2025	Michels, John / Tree Trimming Meeting / 180.00 miles @ 0.70		\$	126.00
EX	8/5/2025	Michels, John / Hines Milling Startup / 158.00 miles @ 0.70		\$	110.60
EX	8/6/2025	Michels, John / Meetings with Milling Team / 149.00 miles @ 0.70		\$	104.30
EX	8/7/2025	Michels, John / Hines meeting w. Barron County / 157.00 miles @ 0.70		\$	109.90
EX	8/7/2025	Michels, John / Meeting with County Staff / 157.00 miles @ 0.70		\$	109.90
EX	8/25/2025	Michels, John / Hines Driveway Staking / 146.00 miles @ 0.70		\$	102.20
EX	9/3/2025	Michels, John / Hines Driveway Layout with Pember / 138.00 miles @ 0.70		\$	96.60
EX	9/11/2025	Michels, John / Hines Coordination / 138.00 miles @ 0.70		\$	96.60
EX	9/15/2025	Michels, John / Project Coordination / 138.00 miles @ 0.70		\$	96.60
EX	9/22/2025	Michels, John / Hines Meeting with County / 138.00 miles @ 0.70		\$	96.60
				\$	1,260.70

WATERMAIN

EX	8/11/2025	Michels, John / Hines HDD / 147.00 miles @ 0.70		\$	102.90
EX	8/14/2025	Michels, John / Hines Site Visit / 158.00 miles @ 0.70		\$	110.60
EX	8/15/2025	Michels, John / Hines Site Visit / 144.00 miles @ 0.70		\$	100.80
EX	8/19/2025	Michels, John / Hines Watermain Issues / 146.00 miles @ 0.70		\$	102.20
EX	8/21/2025	Michels, John / Hines Site Visit / 155.00 miles @ 0.70		\$	108.50
EX	8/22/2025	Michels, John / Hines Site Visit / 152.00 miles @ 0.70		\$	106.40
EX	8/26/2025	Michels, John / Hines Lakeview Drive / 168.00 miles @ 0.70		\$	117.60
EX	8/27/2025	Michels, John / Hines Lakeview Drive / 238.00 miles @ 0.70		\$	166.60
EX	8/28/2025	Michels, John / Hines Lakeview Drive / 238.00 miles @ 0.70		\$	166.60
EX	9/9/2025	Michels, John / Hines Sampling / 238.00 miles @ 0.70		\$	166.60
EX	9/16/2025	Michels, John / Hines Sampling / 238.00 miles @ 0.70		\$	166.60
EX	9/29/2025	Michels, John / Hines Lakeview Drive / 138.00 miles @ 0.70		\$	96.60
EX	10/7/2025	Michels, John / Hines Site Visit / 138.00 miles @ 0.70		\$	96.60
EX	10/9/2025	Michels, John / Hines Site Visit / 129.00 miles @ 0.70		\$	90.30
EX	10/13/2025	Michels, John / Hines Site Visit / 149.00 miles @ 0.70		\$	104.30
EX	10/27/2025	Michels, John / Hines Grading / 138.00 miles @ 0.70		\$	96.60
EX	10/29/2025	Michels, John / Hines Paving / 138.00 miles @ 0.70		\$	96.60
EX	10/30/2025	Michels, John / Hines Driveway Paving / 138.00 miles @ 0.70		\$	96.60
EX	11/12/2025	Michels, John / Hines Lakeview Drive / 151.00 miles @ 0.70		\$	105.70
EX	11/13/2025	Michels, John / Hines Lakeview Drive / 82.00 miles @ 0.70		\$	43.40
				\$	2,242.10

MISC EXPENSES

AP	5/12/2025	HARDWOOD CREEK LUMBER, INC. / 5 - Hubs and 48" Pine Lath		\$	298.58
PR	6/30/2025	Prints June 2025 / Originals: 357 Copies: 0		\$	4.75
EX	7/14/2025	Nelson, Nicholas / Copies of Contract & Agenda		\$	14.71
PR	7/31/2025	Prints - July 2025 / Originals: 395 Copies: 0		\$	98.75
PR	7/31/2025	Prints - July 2025 / Originals: 714 Copies: 0		\$	178.50
AP	6/9/2025	CUMBERLAND ADVOCATE / Ads For Bids		\$	186.78
UN	July Mileage	30.0 miles @ 0.70		\$	21.00
				\$	803.07



Amendment

Amendment No: 1

MSA Project Number: 0933007
Date of Issuance: November 6, 2025

This is an amendment to the Agreement dated May 8, 2024, and does acknowledge that MSA Professional Services, Inc. (MSA) is authorized to begin work on the following project amendment:

MSA PROFESSIONAL SERVICES, INC (MSA)

Address: 60 Plato Blvd East, St. Paul, MN 55107-1835
Phone: (612) 548-3132
Representative: Tom Dye

Email: tdye@msa-ps.com

CUMBERLAND MUNICIPAL UTILITY (OWNER)

Address: 950 1st Avenue, Cumberland, WI 54829
Phone: (715) 822-2595
Representative: Jordan Pelchel

Email: jordan@cmutility.com

Project Name: WWTF Water Supply Systems Improvements

The project scope has changed due to: Adding WWTF Improvements Planning

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

The schedule to perform the work is: Approximate Start Date: September 2025
Approximate Completion Date: December 2026

The estimated fee for the work is: \$15,000

Any attachments or exhibits referenced in this Amendment are made part of the original 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: MSA shall commence work on this project in accordance with your written authorization. This authorization is acknowledged by signature of the authorized representatives of the parties to this Amendment. A copy of this Amendment signed by the authorized representatives shall be returned for our files. If a signed copy of this Authorization is not received by MSA within seven days from the date of issuance, MSA may stop work on the project.

CUMBERLAND MUNICIPAL UTILITY

Jordan Pelchel
Utility Manager
Date: _____

OWNER ATTEST:

Name
Title
Date: _____

MSA PROFESSIONAL SERVICES, INC.

Tom Dye
Senior Project Manager - Engineering
Date: 11/6/2025

Lucas Jones
Team Leader - Engineering
Date: 11/6/2025

ATTACHMENT A: SCOPE OF SERVICES

Initial scope included design of improvements to the plant effluent water system. During the time period of design of the water system improvements, other items related to the Cumberland wastewater treatment facility (WWTF) came forth that required MSA assistance. Some of these items will require continued assistance going forward. The scope of services for this Amendment No. 1 includes general consulting assistance with wastewater treatment facility items. MSA provided a memo dated July 17, 2025, that included a discussion of the following currently identified items:

Scope of Services: MSA will provide pre-planning level assistance for WWTF improvements. Detailed plans, design, detailed analysis of options, or detailed evaluation may be outside of the scope of the proposed services. Current concerns at the Cumberland WWTF:

- WPDES Permit Review and Comment – MSA provided these services to date.
- Current WWTF items:
 - Water stored in the existing equalization (EQ) basin becomes anaerobic creating odors and algae growth occurs in the basin which can cause fouling of the membranes.
 - Possible solutions include covering the basin and providing aeration to the existing EQ basin.
 - Water decanted from the biosolids digester is high in phosphorus and ammonia which can cause upsets to the MBR process. Similarly, water returned from the EQ basin can upset the process.
 - Sidestream treatment for both waste streams could reduce phosphorus loading on the MBR process.
 - The current WPDES permit requires monitoring of E.Coli in the effluent.
 - Disinfection may be needed if the current MBR process cannot meet the proposed E. Coli limit.
 - Dissolved oxygen bleeds into the anoxic basin from the MBR/preaeration basins. Separating the air piping to each basin may help limit the amount of DO in the pre-aeration basins and optimize aeration.
 - Other improvements may be needed to alleviate oxygen bleeding into the anoxic basin.
 - City staff indicated that evaluating possible effluent disposal options such as spray irrigation may be beneficial.
 - Alternate disposal would not have phosphorus limits and would reduce the phosphorus loading discharged to the receiving water.

The scope will likely change as Cumberland gathers more data related to the proposed limits in the WPDES permit such as the limits for E. Coli and Effluent Temperature. This agreement allows for MSA to perform work as directed by the Utility. If Cumberland needs or chooses to proceed with improvements MSA will provide a separate proposal outlining the scope and fee for such services.

**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.
Wastewater Treatment Plant Operator.....	\$ 92 – \$118/hr.

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

REIMBURSABLE EXPENSES

Copies/Prints.....	Rate based on volume
Specs/Reports.....	\$10
Copies.....	\$0.14/ page
.....	\$0.16/page for DOT
Plots.....	\$0.01/sq.in.
Flash Drive.....	\$10
GPS Equipment.....	\$20/hour - \$11.25/hour for DOT
GPS R2 Equipment.....	\$20/hour - \$2/hour for DOT
Dini Laser Level.....	\$85/per day - \$86/day for DOT
Mailing/UPS.....	At cost
Mileage – Reimbursement.....	IRS Rate – IRS Rate + \$5/day
Mileage – MSA Vehicle.....	\$0.70/mile standard/
.....	\$0.74/mile for DOT
Nuclear Density Testing.....	\$30/day - \$35/day for DOT
Organic Vapor Field Meter.....	\$100/day
PC/CADD Machine.....	Included in labor rates
Robotic Survey Equipment.....	\$20/hour - \$11/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 - \$330/flight for DOT

Reimbursable Expense rates represent an average or range for a particular category. These rates are in effect until December 31, 2025.