



Village of Grantsburg

316 South Brad Street
Grantsburg, WI 54840

Village Board Meeting Agenda Monday, January 12, 2026 at 4:00 p.m. Village Board Room, 316 S. Brad Street

The Village Board of Trustees will discuss the following items and take action as needed:

1. **Call to Order; Roll Call; Pledge of Allegiance**
2. **Public Comments:** 30 minutes per meeting/5 minutes per speaker. Pursuant to WI Statutes § 19.83(2) and 19.84(2), the public may present matters; however, they cannot be discussed or acted upon until specific notice of the subject matter of the proposed action can be given.
3. **Correspondence:** [BC Administration](#) newsletter; [S E H project](#) update report; [Golf Financials](#), MSA [Sewer User Survey](#) Report
4. **Minutes** from the following 2025 meetings: [December 8th Administration](#) Committee; [December 8th Village Board](#);
5. **2026 Recycling Attendant Agreement** with Recycling Control Commission, Spooner
6. **Staff Reports**
 - A) **Public Works Director** 1) [DPW report](#)
 - B) **Police Chief** 1) [Police report & graph](#)
 - C) **Clerk/Treasurer** 1) [License/permits issued](#) 2) [Cash Report](#)
 - D) **Library Director** 1) [Library report](#)
7. **Committee Reports:**

Administration Comm recommendations: 1) Community Center rental agreement with School District
2) Zoning Exception form 3) [Sommerfeld](#) exception request 4) Treatment Plant Wells #1 & #2 - [SEH Agreement for Final Design and Bidding](#) 5) [CDBG Grant app](#) and Administration agreement 6) [SDW Grant app](#) and Administration agreement 7) [Landfill plan](#) modification request
8. **Payment of Bills**
9. **Market & Johnson change orders #04R2 and #08**
10. **Market & Johnson pay request #5**
11. **Trustee reports, concerns, etc.** (no action will be taken at this meeting)
12. **THE ADMINISTRATION COMMITTEE WILL CONVENE INTO CLOSED SESSION** to review personnel compensation, benefits and concerns pursuant to Wis. Stats. 19.85 (1) (c) "Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility."
13. **THE ADMINISTRATION COMMITTEE WILL RECONVENE INTO OPEN SESSION** pursuant to Wis. Stats. 19.85 (2).
14. Any motions needed from closed session.
15. **Adjournment**

Sheila Meyer, Clerk/Treasurer

**** Appearance times/agenda order may change at the discretion of the Village Board****

Posted January 9, 2026, Village of Grantsburg website www.villageofgrantsburg.gov; Village Office 316 South Brad Street; Community Center 315 South Robert Street; Grantsburg Public Library 415 S. Robert Street

The Village Office is handicapped accessible. If you need any other special accommodations please contact the Village Clerk, 316 S. Brad Street, Grantsburg, Wisconsin – (715) 463-2405.



County Administration Newsletter

Vision & Stewardship

Issue 134

December 2025

Administration

Burnett County's Legislative Victory

After more than a decade of persistence, and perhaps a bit of stubbornness, success was finally savored in our effort to broaden the statutory language for County Forest Administration grant eligibility. On December 9, 2025, Governor Evers signed 2025 Wisconsin Act 65, commonly known as *Jake's Bill*. Yes, our very own Jake Nichols is now officially part of Wisconsin legislative history. Reach out to him for an autograph!

This legislation allows the annual grant to apply to County Forest Administrators who hold an associate's degree in forestry and have three or more years of experience managing a county forest program (previously existing statute required a bachelor's degree). While this has long seemed like common sense to those of us who understand that experience and education are complementary, and not competing ideas, that logic does not always move swiftly through the halls of Madison. Nonetheless, after years of trying, trying again, and then trying once more, stubbornness, I mean persistence, finally paid off.

I want to extend sincere thanks to Jake for his tireless efforts to revive this issue every few years and never letting it fade. The Wisconsin County Forest Association stood arm-in-arm with us during this most recent push, and Senator Quinn and Assemblyman Tucker were instrumental sponsors who helped push this legislation to the Governor's desk. Thank you all!



While we may be a small county, we have a fierce spirit and are more than willing to fight with the underdog label that so often gets assigned to us. As this effort proves, we may be small, but we are persistent, principled, occasionally stubborn, and even victorious at times! -Nate

Human Resources

2025 Employee Recognition

Congratulation, and thank you all for your dedicated service to Burnett County. Your commitment to our community is appreciated!

2025 EMPLOYEE RECOGNITION

 <p>2 YEARS</p>	 <p>5 YEARS</p>							
 <p>7 YEARS</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; background-color: #e6f2ff; padding: 5px;"> <p>2 Years of Service</p> <p>3 Days PTO \$50 Gift Card \$50 Deferred Comp</p> <p>Lydia Matrious Gavyn Anton Jacob Guenard Samantha Lindberg Nathaniel Blakey Joseph Kozak Jeffrey Shutrop Beth Holm Jena Ryan Judith Siems Makenzie Gustafson Babe Anderson Lori Grey Garret Derouin</p> </td> <td style="width: 33%; background-color: #ffe6e6; padding: 5px;"> <p>5 Years of Service</p> <p>5 Days PTO \$100 Gift Card \$100 Deferred Comp</p> <p>Carly Good Amy Tromberg Stacy Gaffney Brent Halbersma Jeffrey Carroll Ella Parker Nancy Campbell</p> </td> <td style="width: 33%; background-color: #e6ffe6; padding: 5px;"> <p>7 Years of Service</p> <p>5 Days PTO \$150 Gift Card \$150 Deferred Comp</p> <p>Jenelle Lindquist Chuck Lunsman LeeAnna Wertz Angel Morgan Yvonne Lindus Tanya Schultz</p> </td> </tr> <tr> <td style="width: 33%; background-color: #e6e6ff; padding: 5px;"> <p>10 Years of Service</p> <p>7 Days PTO \$250 Gift Card \$250 Deferred Comp</p> <p>Jason McNearney</p> </td> <td style="width: 33%; background-color: #e6ffff; padding: 5px;"> <p>20 Years of Service</p> <p>10 Days PTO \$500 Gift Card \$500 Deferred Comp</p> <p>Deanna Krause Jameson Wiltrout Jeremy Burton</p> </td> <td style="width: 33%; background-color: #ffe6e6; padding: 5px;"> <p>25 Years of Service</p> <p>10 Days PTO \$750 Gift Card \$750 Deferred Comp</p> <p>Julie Mead Kathy Olson Tory Jeske Byron Hopke</p> </td> </tr> </table>	<p>2 Years of Service</p> <p>3 Days PTO \$50 Gift Card \$50 Deferred Comp</p> <p>Lydia Matrious Gavyn Anton Jacob Guenard Samantha Lindberg Nathaniel Blakey Joseph Kozak Jeffrey Shutrop Beth Holm Jena Ryan Judith Siems Makenzie Gustafson Babe Anderson Lori Grey Garret Derouin</p>	<p>5 Years of Service</p> <p>5 Days PTO \$100 Gift Card \$100 Deferred Comp</p> <p>Carly Good Amy Tromberg Stacy Gaffney Brent Halbersma Jeffrey Carroll Ella Parker Nancy Campbell</p>	<p>7 Years of Service</p> <p>5 Days PTO \$150 Gift Card \$150 Deferred Comp</p> <p>Jenelle Lindquist Chuck Lunsman LeeAnna Wertz Angel Morgan Yvonne Lindus Tanya Schultz</p>	<p>10 Years of Service</p> <p>7 Days PTO \$250 Gift Card \$250 Deferred Comp</p> <p>Jason McNearney</p>	<p>20 Years of Service</p> <p>10 Days PTO \$500 Gift Card \$500 Deferred Comp</p> <p>Deanna Krause Jameson Wiltrout Jeremy Burton</p>	<p>25 Years of Service</p> <p>10 Days PTO \$750 Gift Card \$750 Deferred Comp</p> <p>Julie Mead Kathy Olson Tory Jeske Byron Hopke</p>	 <p>10 YEARS</p>
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Highway

Burnett County Highway Department Conducts Annual Truck Rodeo Training and Evaluation

On October 30, the Burnett County Highway Department held its annual Truck Rodeo, a comprehensive training and evaluation event designed to prepare staff for the upcoming winter season and reinforce safe, effective highway operations.

Each Highway Department staff member was **tested and scored in every event** throughout the day. The Truck Rodeo began with a 40-question written exam covering the broad range of duties performed by highway employees. Staff then rotated through multiple hands-on stations, including salt and sand mixing, pre-trip vehicle inspections, tire chain installation, and a timed driving course. Each station served as a structured training exercise and evaluation, reinforcing proper procedures, safety standards, and consistency in daily operations.

Following the morning testing and scoring, employees gathered for a group lunch and a department-wide review of snowplowing operations. This discussion allowed staff to revisit expectations, review safety practices, and ensure everyone was aligned on procedures for the winter season.

The day concluded with the announcement of this year's Truck Rodeo winners, based on overall scores across all events:

- **Tied for First Place:** Jeff Scanlon and Troy Beecroft
- **Second Place:** Derik Moore

Third Place: Sam Asklund

Jeff Scanlon has placed in the Truck Rodeo for the past three years, reflecting his consistent performance and experience. This year also marked the first time in the winners' circle for Troy Beecroft, Derik Moore, and Sam Asklund. Jeff and Troy each have more than 20 years of service with the Highway Department, while Derik and Sam each have approximately two years of experience – highlighting the effectiveness of the department's training program and the strong performance of newer employees.

The annual Truck Rodeo continues to be an important training and evaluation tool for the Burnett County Highway Department, helping ensure all staff are knowledgeable, skilled, and prepared to provide safe and reliable service to the public throughout the winter season and year-round.



Forestry and Parks

Burnett County Winter Trail Status

12/15/2025- All State-funded Snowmobile and Winter ATV Trails will OPEN at noon on Monday, December 15, 2025, except the following trails will remain closed:

- Trail 41 south of Trail 140
- Trail 18

Use caution as lakes and swamps may not yet be frozen and you may still find low-hanging branches from heavy snowfall.

Burnett County does not oversee any trails across lakes. If you would like information on specific trails, please contact the snowmobile club in that area.

NOTE: Portions of Burnett County fall within the WI Holiday hunting season this year. This season runs from December 24, 2025 through January 1, 2026. Many trails are located on private land. Please respect private lands and their owners when riding the trails. These individuals are kind enough to allow these trails to be located on their property.

Please check back for updates due to changing conditions. Snowmobile Trails are marked with ORANGE blazers and Winter Use ATV/UTV Trails are marked with BLUE blazers. The Snowmobile/Winter ATV Trail Map can be found on the Burnett County website.

Snowmobiles must be registered in order to ride and must display a valid trail pass. ATVs and UTVs must be registered in Wisconsin or display a non-resident trail pass. ATV/UTV's must also meet the state definition of an ATV/UTV to be allowed on these trails. Visit the WI DNR website for complete information.

Some township ordinances allow for ATV/UTV use of the town roads and others DO NOT allow it. It is the riders' responsibility to contact the township in which you plan to ride in and get the current rules pertaining to ATV/UTV's and the town roads.

NO OFF-TRAIL USE IS ALLOWED-Please stay on the trails. Much of our trail system is on private property and we appreciate the use agreements granted by our generous land owners. It takes only one person to have the entire trails system shut down.

USE CAUTION - Look for signage regarding timber sale activity. Logging trucks may use the trails. Trail maintenance vehicles may also be on the trails at any time.

Maintenance

What Does the Burnet County Facilities Department Do?

The Facilities Department plays a vital role in keeping Burnet County running smoothly every day. While much of our work happens behind the scenes, our mission is simple: to provide safe, clean, and well-maintained buildings so county employees can serve the public effectively.

Our dedicated team includes facility managers, maintenance technicians, custodial staff, and support personnel. Operating in two shifts – Morning and Night – we handle daily operations, routine maintenance, and cleaning needs while minimizing disruptions to county services.

We currently maintain several key Burnet County facilities, including:

- Burnet County Airport**
- Public Safety Facility**
- Government Center**
- ADRC Webster Central Kitchen**
- Burnet County Highway & Forestry Building**

Daily responsibilities include restroom cleaning and disinfecting, vacuuming, floor care, and general custodial services. We also perform skilled maintenance such as plumbing and electrical repairs, operate building automation systems, and respond to urgent facility issues. Exterior upkeep, including mowing and snow removal, is also part of our routine.



From routine cleaning to complex repairs, the Facilities Department is dedicated to keeping Burnet County facilities safe, functional, and welcoming for employees and the public. We're proud to continue supporting the community by maintaining spaces that meet the highest standards of care.

Sheriff's Office

Always at the Ready

Recently we received a Facebook message by a citizen. Two citizens were stuck in the snow during the last snow storm. They both have heart issues and needed help. Sgt. Chad Brugman and Deputy Gavyn Anton came to the rescue. They got the couple off the snow-plow ridge, packed down the driveway, assisted them into their home with their belongings and cleaned off their steps. The citizen did not get the names of who helped them, but still wanted to reach out to thank them. She described our department as a rock within the community.

Our Deputies are never looking for a pat on the back. It is sure nice to hear stories like this from the community. Thank you Sgt. Brugman and Deputy Anton! You made a wonderful memory for a couple in need.



Treasurer

County Treasurer advises USPS policy change on postmarks may affect tax payments

Burnett County Treasurer Bobbi Jo Wickman is encouraging residents who pay their property tax bills by mail to be aware of a recent U.S. Postal Service policy change that may affect when envelopes are postmarked.

In August 2025, the Postal Service instituted a nationwide change as to when a postmark is affixed to incoming mail. Instead of postmarks being affixed when the item is first touched by the Postal Service, postmarks are now stamped at regional sorting centers.

That means your postmark could be several days after you put it in your mailbox. If you plan to pay your property taxes by mail, don't wait until right before the deadline to put it in the mail.

Many federal and state laws define timely payment based off the USPS postmark, meaning payments may be considered delinquent if they are mailed too close to the deadline – even if they were, in fact, placed in a mailbox before the deadline.

Another option could be to physically bring your payment into the post office and request that they postmark your payment in front of you or by sending it certified mail.

WI Stat 75.002 Timely Payment


- (1)** When payment is required under this chapter to be made on or before a certain date, the payment is timely if it is mailed in a properly addressed envelope, postmarked before midnight of the last date prescribed for making the payment, with postage prepaid, and is received by the proper official not more than 5 days after the prescribed date for making the payment.
- (2)** A payment which fails to satisfy the requirements of sub. (1) solely because of a delay or administrative error of the U.S. postal service shall be considered to be timely made.

Health and Human Services

Winter Assistance Guide


Wisconsin winters can be harsh. Burnett County Health & Human Services wants residents to know that help with heating, weatherization, accessibility, or home repair needs is available. Remember, resources and funding levels change throughout the year, so reaching out early can make a difference.

211 Community Resource Line

 Dial 211 – Available 24/7


Get help locating emergency heat assistance, home repair programs, utility support, and other local resources.

WEST CAP

 715-598-4750


Support for heating costs, energy emergencies, furnace issues, and weatherization upgrades.

Interfaith Caregivers

 715-866-4970


Handicap accessibility improvements and general home assistance (as funding allows).

USDA Rural Development

 715-635-8228


Low-interest loans and grants for essential home repairs, including heating and safety upgrades.

Northwest Regional Housing Program (Spooner)

 715-635-2197


Home repair assistance, rehabilitation support, and homebuyer programs.

Habitat for Humanity ReStore (Spooner)

 715-635-4771

Discounted building materials, appliances, tools, and furniture for repair or improvement projects.

Rural Housing, Inc.

 608-238-3448

May assist with deposits, delinquent rent, mortgage payments, property taxes, and utilities.

Questions ?

Call 211

Burnett County HHS 715-349-7600

Health and Human Services



Pictured is the 5th Grade Grantsburg Class, Amanda Leckel, Deputy Mangan, and K9 Officer Croix.

Wrapping up year three, the **Behavioral Health Unit has delivered a 5th-grade drug education and prevention curriculum to several schools in Burnett County.** This program aims to empower students with the knowledge and skills to make healthy choices and avoid risky behaviors. It covers the effects of harmful substances such as tobacco, alcohol, heroin, fentanyl, methamphetamine, cocaine, and prescription medications. At this pivotal age, students encounter increased peer pressure and influence. **The curriculum provides them with tools to understand the dangers of substance use, helping them to make informed and responsible decisions.**

The six-session curriculum explores a different substance category each week, teaching students how to identify substances, understand their effects on the body, recognize potential health risks, comprehend legal implications, and develop skills to resist peer pressure. The final session is a partnership between Health and Human Services and the Burnett County Sheriff's Department, where students participate in a Q&A with Deputy Mangan and meet his K9 officer, Croix.



Together, we are creating a brighter, healthier future for Burnett County by empowering young people. The partnership between Health and Human Services, the Sheriff's Department, and local schools highlights how community teamwork promotes resilience and education. **Special thanks to Amanda Leckel for her commitment to prevention! We appreciate Deputy Mangan and K9 Officer Croix for their engaging and meaningful contributions.** Initiatives like this build the foundation for safe, thriving communities for future generations.

The **ANNUAL HEALTH SCREENING EVENT** was offered in September. The 2025 organizational health profile results indicate there were 147 participants screened. This represents 76% of the 193 eligible to participate. The average biometric score of 69.0 is just below the previous event average of 69.7.

CONGRATULATIONS TO EVENT PARTICIPATION WINNERS!

Electronic Toothbrush Kit donated by Delta Dental: Bryan Aubert

\$50 Gift Card donated by Group Health Trust (GHT): Tracy Finch, Josh Dagestad, Michelle Brown

2025 Organizational Health Profile Participation & Scoring Detail



County of Burnett

Date of Report: Dec 15, 2025
 Blood Collection Method: Venipuncture
 Scoring Model: Glucose
 Cotinine (Nicotine): Tested

Average Biometric Score

69.0

Annual Health Screening Results

Selection Criteria: Males and Females, Employees, Spouses, and Retired Spouses, All Shifts

- There were 20 first year participants (score cannot be calculated per HIPAA guidelines).
- There were a total of 147 participants screened in 2025, this represents 76.2% of the 193 eligible to participate.

Event	Employees	Spouses	Retired/ Others	Total Participants	Average Score	MINIMAL	MODERATE	MEDIUM	HIGH	EXTREME
						100 - 86	85 - 71	70 - 61	60 - 51	50 - 0
2025	99	48		147	69.0	19.7%	32.0%	21.1%	8.2%	19.0%
2024	97	41		138	69.7	21.0%	31.9%	18.1%	13.0%	15.9%
2023	92	36		128	69.2	20.3%	31.3%	24.2%	8.6%	15.6%
2022	96	43		139	67.3	18.7%	24.5%	25.2%	16.5%	15.1%
2021	93	46		139	71.5	25.9%	31.7%	19.4%	7.2%	15.8%
2020	103	53		156	69.4	25.6%	26.3%	20.5%	9.6%	17.9%

Risk Factor Synopsis	Low Risk	High Risk
Average Score		Below the Integrated Health 21 Average of 76.0
Score Trend		Below previous event average of 69.7
Ranked Risks	Triglycerides, Total Cholesterol, Blood Pressure	Weight, LDL Cholesterol, Nicotine
Zero to 60 Points		27.2% vs. Integrated Health 21 Average of 17.3%

Welcome!

MEET MARCUS SCARBROUGH

My name is Marcus Scarbrough, and I've been part of the Siren-Webster community for the past four years. I work as a high school special education teacher in the Siren School District and am excited to now serve as a part-time Corrections Officer with Burnett County. Public service has always been important to me, and I'm grateful for the chance to serve in multiple roles.

Outside of work, I enjoy fly fishing, hunting, ice fishing, golfing, and staying active through softball and volleyball. I also coached middle school football this fall and will be officiating wrestling this winter.

I'm grateful for the opportunity to serve and looking forward to being part of the Burnett County Corrections team. On a personal note, I'm thrilled to be getting married this summer to my fiancée, Natalie!

Corrections Officer



Welcome!



Hello! I'm Laura Gomez



Nutrition Manager - ADRC of Northwest Wisconsin

I'm excited to have recently joined the ADRC Team of Burnett County. I've had my career journey in food for over 20 years! Past roles have included HR, Training and Development of staff, food safety and quality control, as well as working in the ADRC kitchen as Site Manager for Washburn County. My passion is learning and teaching others how much food can fuel and restore our bodies.

I have an amazing husband of 15 years ~ Rene.

I have a beautiful daughter - Kenya who will be completing her degree in Culinary Management in 2026 and a strong and talented son - Keltan, who will graduate high school in 2026 with a career in the Air Force waiting for him. I'm so excited that my life journey has brought me to the ADRC of Northwest Wisconsin. Excited to share my talents and nurture the talents of those around me while supporting the needs of our communities!



VILLAGE OF GRANTSBURG SEH PROJECTS MONTHLY UPDATE

December 29, 2025

Copies to: Sheila Meyer, John Erickson and Allison Longhenry (Village of Grantsburg)
Dan Penzkover, Bryan Cunningham, Jeremiah Wendt, Jeff Nussbaum, Isaac Steinmeyer, Jana Nyhagen, Bridget Anderson, Brea Grace, Thad Webb, Dylan Friss and Henry Elling (SEH)

I. WWTP/Main Lift Station Project

- A. The South Lift Station and WWTP progress meeting was held on Dec. 16th, and work continues on the buildings and site at each location.
- B. The next progress meeting will also include a site review meeting and is tentatively scheduled for Wednesday, Jan. 28th.
- C. SEH is working on the final permit for land application of sludge and will revise everything for spring application and resubmit it to WDNR.
- D. Watermain work will take place in the spring of 2026.

II. Campground Expansion/WDNR Stewardship Project

- A. All work has been completed.
- B. SEH will provide as-built record plans for the project.

III. Water Treatment Plant Project

- A. A WDNR Safe Drinking Water Loan Program ITA/PERF was submitted on
- B. Oct. 31st.
- C. SEH presented the WTP floor plans, site layouts, and cost estimates to the Village Board on Dec. 8th.
- D. SEH will present the proposal for final design and construction services at the Jan. 12th Village Board meeting.

IV. STH 70 (State Line to 350' East of Johnson St.) WisDOT Paving Project

- A. Construction currently proposed in 2030

Profit and Loss Comparison

Grantsburg Golf Course LLC

January-December, 2025

DISTRIBUTION ACCOUNT	TOTAL	
	JAN 1 - DEC 31 2025	JAN 1 - DEC 31 2024 (PY)
Income		
Cart Rental		
Power Cart	38,005.00	33,500.00
Total for Cart Rental	\$38,005.00	\$33,500.00
Green Fees	56,846.93	49,274.01
Memberships	25,715.00	23,910.00
Merchandise Sales		
Beer	18,976.00	15,634.00
Clothing	2,602.00	2,196.00
Food	1,003.00	907.50
Golf Items	6,138.00	5,926.00
Pop	5,422.80	5,505.00
Total for Merchandise Sales	\$34,141.80	\$30,168.50
Storage		150.00
Trail Fees		125.00
Total for Income	\$154,708.73	\$137,127.51
Cost of Goods Sold		
Gross Profit	\$154,708.73	\$137,127.51
Expenses		
Bank Service Charges	197.27	246.21
General Administration		
Accounting	1,804.00	1,716.84
Organizational Expense	136.00	575.00
Licenses & Permits		608.00
Total for General Administration	\$1,940.00	\$2,899.84
General Operation	\$3,660.35	\$3,086.60
Chemicals and Fertilizer	1,281.84	1,049.73
Gas & Oil	3,737.60	3,527.11
Repairs & Maintenance	1,573.62	2,092.47
Small Equip Purchases	2,209.12	1,346.87
Total for General Operation	\$12,462.53	\$11,102.78
Insurance Expense	\$2,626.00	\$2,563.00
Liability	1,000.00	
Total for Insurance Expense	\$3,626.00	\$2,563.00
Merchandise purchased		
Beer	9,013.52	9,754.89
Clothing	2,909.90	2,357.50
Food	554.43	479.83
Golf Items	7,473.03	8,526.37

Profit and Loss Comparison

Grantsburg Golf Course LLC

January-December, 2025

DISTRIBUTION ACCOUNT	TOTAL	
	JAN 1 - DEC 31 2025	JAN 1 - DEC 31 2024 (PY)
Pop	6,153.28	5,208.40
Total for Merchandise purchased	\$26,104.16	\$26,326.99
Office Supplies	\$594.61	\$534.69
Postage		108.43
Total for Office Supplies	\$594.61	\$643.12
Payroll Expenses		
Taxes	5,446.24	5,282.01
Wages	68,495.00	66,390.82
Total for Payroll Expenses	\$73,941.24	\$71,672.83
Professional Fees	400.00	400.00
Repairs and Maintenance	11,652.83	7,473.24
Sales Tax Paid	8,510.16	8,112.45
Square Fees	2,598.88	1,580.74
Telephone Expense	465.40	410.88
Utilities		
Electricity	1,446.87	1,320.76
Water & Sewer	6,860.96	676.22
Total for Utilities	\$8,307.83	\$1,996.98
Federal Income Tax		794.85
Rent Expense		11,754.00
Total for Expenses	\$150,800.91	\$147,977.91
Net Operating Income	\$3,907.82	-\$10,850.40
Other Income		
Other Expenses		
Net Other Income		
Net Income	\$3,907.82	-\$10,850.40

2025

THE COST OF CLEAN

WISCONSIN SEWER USER CHARGE SURVEY REPORT



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ACKNOWLEDGEMENTS

Thank you to everyone who took the time to fill out a survey form and for providing us with the raw data on which this report is based. Our days are filled with requests for information in emails, instant messages, phone calls, and other tasks, and this survey added one more thing for you all to do. This survey has become a useful resource for community officials, utility directors, regulators, funding agencies, and consultants in the State of Wisconsin. Your assistance has provided meaningful and valuable data to make this a reliable source of sewer rate information in Wisconsin.

I would also like to recognize the following individuals and their agencies for their assistance in providing data for this study. You have all been great supporters of this effort.

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Finally, I would like to thank the MSA Team: Nora Rickman, Taylor Weiler, Alexis Walker, Leslie Deuchars, and Jennifer Raboin for their hard work in compiling data from hundreds of survey forms and putting this report into an organized, easy-to-read format.

Pat Morrow, P.E.
December 22, 2025

EXECUTIVE SUMMARY

Background

The information outlined in this 2025 Sewer User Charge Survey report has been collected and analyzed by MSA Professional Services, Inc. (MSA). This is the eleventh survey of this nature performed by MSA over the past 29 years. The purpose of this report is to document the cost of sanitary sewer service in Wisconsin, and to provide communities with the ability to compare their current and proposed sewer rates with the rates in similar communities. It is the hope of MSA that communities with access to this information will be empowered to make the best decisions for the healthy and sustainable future of their wastewater utilities.

This report contains data from 239 Wisconsin communities that operate wastewater treatment and collection systems. This represents approximately 30% of the publicly-owned wastewater utilities in the State. Approximately 88% of the respondents have a publicly owned wastewater treatment facility; the other 12% are connected to a regional treatment facility owned by another entity.

Findings

The 2025 Sewer User Charge Survey found the average cost for residential sewer service statewide to be \$550 per year (\$137.39 per quarter or \$45.80 per month) based upon actual water use.

Based on the common benchmark water usage of 55,000 gallons per year, the 2025 statewide average is \$698. This represents an increase of 6.8% per year since 1996 when this benchmark was first introduced into MSA's Sewer User Charge Survey report.

As observed in previous Sewer User Charge Surveys, there is a correlation between the cost of sewer service and the size of the community. Even though residents of the largest communities consume more water per capita and subsequently produce more wastewater per capita, they pay less on average for wastewater service. Communities with populations of 1 to 500, 500 to 1,000, and 1,000 to 2,000 have virtually the same average cost for sewer service. At populations greater than 2,000, the average cost for residential sewer service is significantly less. The larger customer base, and the economy of scale with respect to treatment facility construction and operation, work to the advantage of larger communities.

In communities with populations between 1 and 1,000, and greater than 50,000, the average residential cost for sewer service is higher in communities that pump their wastewater to another community for treatment (regionalization).

The 2025 Sewer User Charge Survey found that statewide the median number of years since the last sewer rate increase is approximately 3.1 years; however, the average number of years since the last sewer rate increase is 1.4 years. This indicates there are many communities that have adjusted sewer rates recently. The 2025 Survey data indicates the average number of years since the last sewer rate adjustment has decreased across all population ranges as compared to the 2022 Survey. A total of 49% of the survey respondents indicated a sewer rate increase will be necessary within the next year, with an average anticipated increase of 11%.

A total of 52% of the respondents to the 2025 Sewer User Charge Survey charge a hook-up fee for new connections; however, only 5% have implemented an impact fee for new connections. Statewide,

approximately 37% of the survey respondents indicated that holding tank wastes are accepted, and approximately 31% indicated that septage wastes are accepted. Not surprisingly, the rate of acceptance is significantly higher in larger communities where treatment capacity is greater. Approximately 37% of respondents statewide indicated they have a system in place for applying biochemical oxygen demand (BOD) and suspended solids surcharges for high-strength waste. Approximately 36% of respondents statewide have a phosphorus surcharge in place, and approximately 19% have a nitrogen surcharge in place for high strength wastes. As with holding tank and septage wastes, the prevalence of surcharges for high strength wastes is significantly higher in communities with larger populations, which have treatment facilities in place to accommodate high strength waste.

The 2025 Sewer User Charge Survey solicited information regarding compliance with phosphorus regulations. About a quarter of respondents, especially those in smaller communities, were unsure of their proposed method for compliance with final effluent phosphorus limits. This may be due to the status of the phosphorus compliance schedule in some WPDES permits, in which the respondent has not yet decided the method for obtaining final compliance. It may also be due to the number of respondents who have obtained a Multi-Discharger Variance for phosphorus, which is a temporary variance and will require final compliance with more stringent effluent limits in the future by some method which has yet to be determined. However, compared to the 2022 Survey, the amount of unknown methods of compliance has decreased over 10%. The reported capital costs and operational costs for phosphorus compliance were quite variable. This is likely a reflection of the number of facilities who are achieving compliance through the use of biological phosphorus removal or a conventional chemical feed system for precipitation of phosphorus, as compared to facilities that need to implement far more expensive tertiary treatment or potentially less expensive watershed-based options (adaptive management or water quality trading) to achieve final compliance with much more stringent effluent phosphorus limits.

The average day residential water use in Wisconsin continues to decline across all population ranges. The 2024 average day residential water use was nearly 29% lower than in 2006, a decrease of approximately 1.6% per year. Factors contributing to reduced potable water use include the greater prevalence of low-flow plumbing fixtures and possibly water conservation measures by utility customers in response to increasing water and sewer rates. Water rates have consistently increased over all population ranges, at a statewide average of approximately 4% per year since 2004. As with the average residential sewer charge, the average cost for residential water service decreases significantly as the community population increases, reflecting the economy of scale in construction and operation of water source and treatment facilities.

The availability of grant funding from various governmental agencies for the construction of wastewater facilities has varied greatly from year-to-year. There is no doubt that wastewater facility improvements in many communities were only made possible by the availability of grant funds to decrease the cost burden on the residents. The amount of grant funding available for an individual project is limited by the large demand statewide. The agencies administering funding programs typically utilize the anticipated average cost for residential sewer service as a percentage of the community's median household income (MHI) as a key metric in the determination of eligibility for, and the magnitude of, grant funding. In that regard, the average cost for residential sewer service as a percentage of MHI has decreased relatively consistently, albeit by a small amount, since 2000. The 2025 Sewer User Charge Survey found the statewide average cost for residential sewer service to be approximately 0.7% of the 2026 state fiscal

year MHI of \$75,670, currently identified by Wisconsin Department of Natural Resources (WDNR) Clean Water Fund program.

The 2025 Sewer User Charge Survey includes an estimate of the average monthly cost per household for various utilities and the average monthly cost per household for gasoline used by vehicles. The average cost for residential sewer service varies greatly between different communities; however, as in past Sewer User Charge Surveys, this comparison found that wastewater service remains one of the least costly utilities for the average household. As a statewide average, the cost per household for water service is the only utility less costly than sewer service.

I. INTRODUCTION AND BACKGROUND

A. Welcome

Welcome to the MSA Professional Services, Inc. (MSA) 2025 Wisconsin Sewer User Charge Survey. This continued effort has proven to be a valued tool for many Wisconsin municipalities, as well as State and Federal agencies. It would not be possible without all the support communities have shown for all of the surveys conducted over the past 29 years. MSA would like to thank all of the respondents for making this survey a complete and reliable source of information.

B. Background

With the cost of everything increasing and availability of wastewater project grant funding variable, the cost of sewer service is volatile, but continues to increase. Communities are striving for the most affordable and fair sewer user charges, and at the same time need to generate enough revenue to maintain their infrastructure.

C. The 2025 Survey Data Request

Survey forms were distributed to 814 municipal WPDES discharge permit holders in Wisconsin in February 2025. There were 239 respondents to the survey, including communities that operate their own wastewater treatment facilities, as well as communities operating a sanitary collection system and sending wastewater to another community for treatment. A copy of the 2025 Survey Form is provided as an appendix to this report.

The 2025 Survey was modeled after the 2013, 2016, 2019, and 2022 surveys. Introduced as a new component to the 2022 Survey, communities were asked to provide information about their plan of action for compliance with new effluent phosphorus regulations and costs for phosphorus compliance. Phosphorus compliance survey data was included in 2025.

D. Demographics

The survey responses were grouped into seven population ranges intended to provide a large enough sample size within each range. These population ranges are shown in **Figure 1**. Attempts were made to survey all communities in Wisconsin with publicly-owned wastewater facilities, the percentage of communities in each population category are believed to be a fairly accurate representation of the community populations throughout the State.

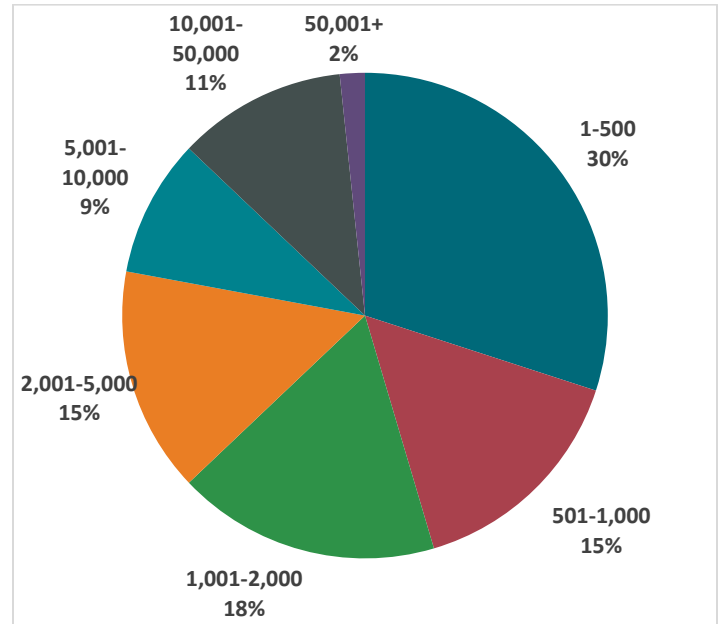


Figure 1: Respondents by Population Range

This report also divides the respondents into three major treatment type categories to evaluate trends in the type of treatment utilized by communities. The percentages of communities utilizing the various types of wastewater treatment is shown in **Figure 2**.

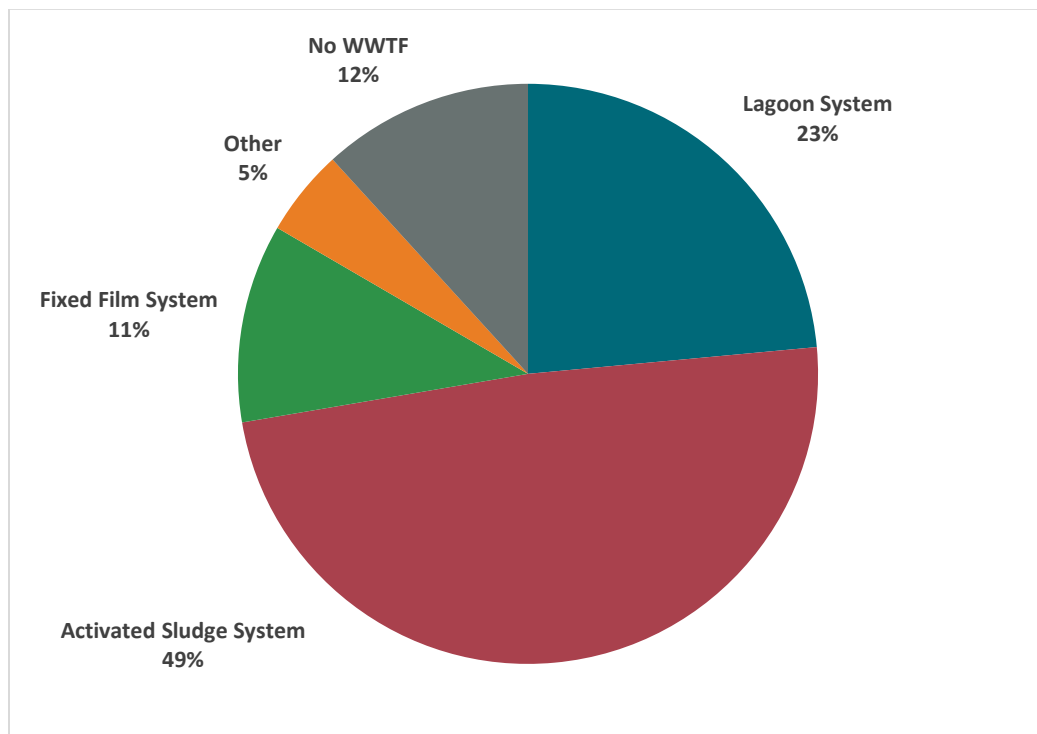


Figure 2: Respondent's Wastewater Treatment Type

Each major treatment type was also divided into subgroups, as follows:

- Lagoon-based treatment includes aerated lagoons (14.9%) and stabilization ponds (8.3%).
- Activated sludge is the most prevalent type of treatment utilized and includes conventional activated sludge (27.4%), membrane bioreactor (0.7%), oxidation ditch (14.2%), “package” plant (4.2%), and sequencing bath reactor (SBR) (2.4%).
- Fixed film treatment includes trickling filter/bio-tower (1.0%), rotating biological contactor (RBC) (3.1%), recirculating sand filter (5.2%), and moving bed bioreactor (MBBR) (1.7%).
- Additional treatment types are also represented in this Survey; however, they represent a small selection of the survey data (4.9%).
- A significant portion of seweried communities send their wastewater to another community for regional treatment. These respondents are referenced as “No WWTF.” Overall, 88.2% of respondents have their own wastewater treatment facility and 11.8% do not.

From 2004 through 2010, the number responses to requests for data for the Sewer User Charge Survey increased. More recently, the survey response numbers have decreased, although the number and percentage of responses have plateaued in the most recent three surveys. The reduction in responses may be related to the change in the method of soliciting survey data, from a fax and mail survey to an emailed electronic survey. The response numbers and percentage of responses to the Sewer User Charge data requests is shown in **Figure 3**.

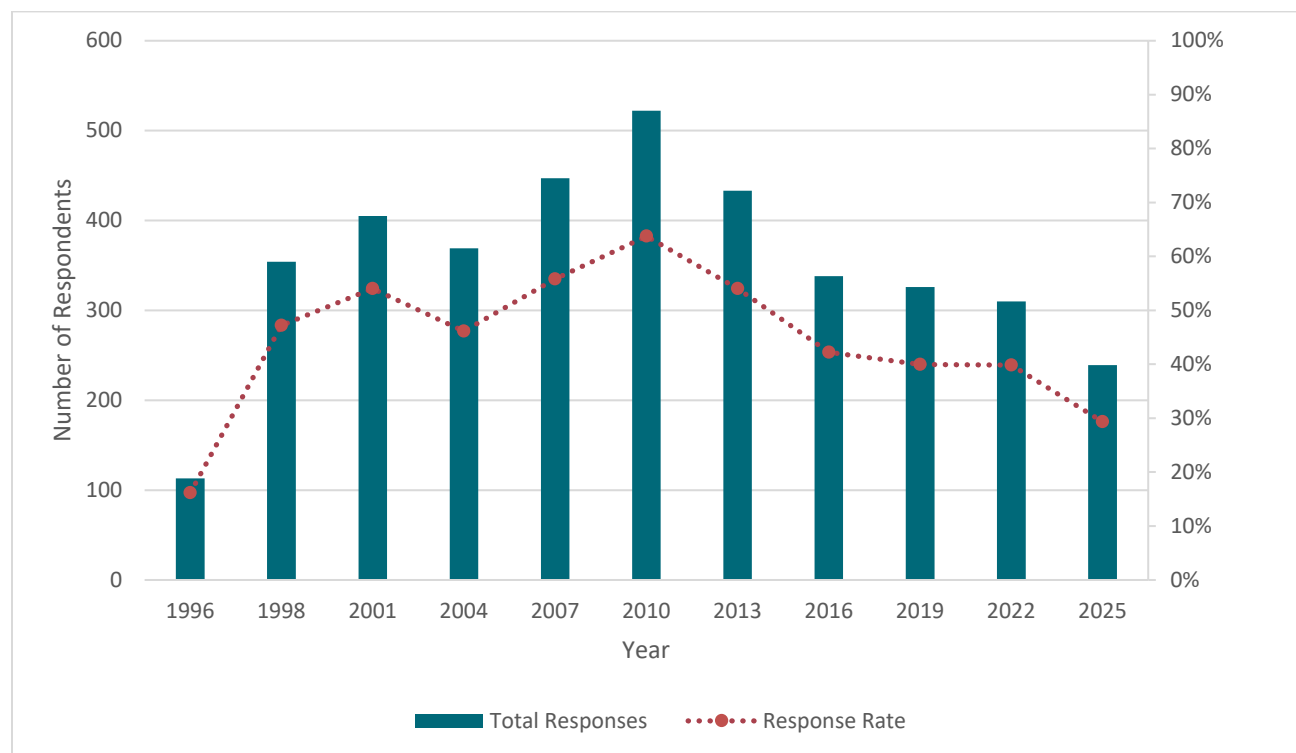


Figure 3: Sewer User Charge Survey Response Rate 1996-2025

E. Key Assumptions

For comparison purposes and to normalize the data, an annual water use of 55,000 gallons per household was assumed to represent typical residential water use, and thus the volume on which sewer service charges are calculated. However, the 2024 statewide average annual residential water use for all survey respondents was only 36,740 gallons per household. Note that the largest communities have the highest annual water use per household. **Figure 4** shows that the average water use per household was significantly lower in the smaller population categories and increases with community population. The key value was chosen for two reasons: 1) a uniform volume assists in the comparison of rates for the same level of service; and 2) previous Sewer User Charge Surveys assumed an average annual residential water use of 55,000 gallons/household used annually therefore continuing to analyze data for this volume of use allows a comparison to previous years.

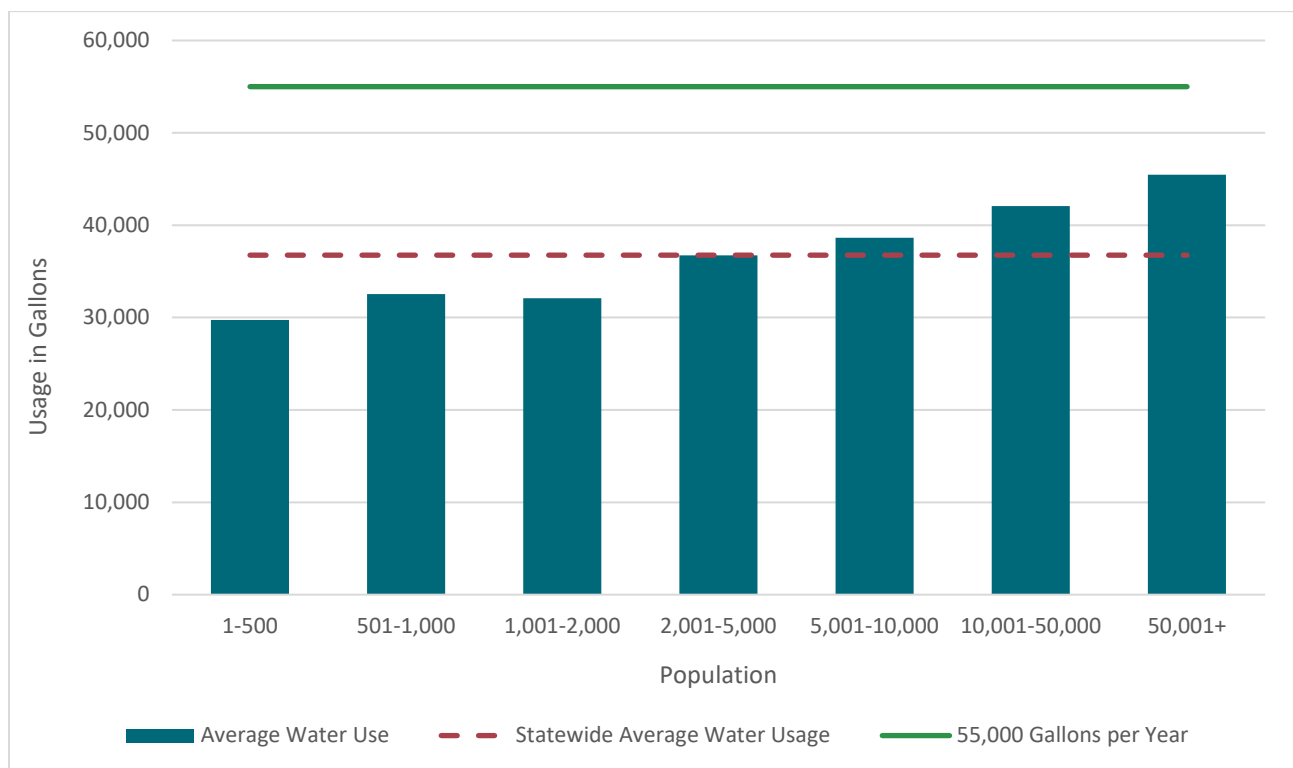


Figure 4: Average Annual Residential Water Use, by Population Range

Figure 5 depicts average annual residential water usage by population size.* As indicated in **Figure 5**, overall water usage in larger communities is greater than smaller communities. Water usage has also generally decreased over time across all population sizes. While a benchmark water usage of 55,000 gallons per year has been commonly used, the data indicates we continue to drift further from this being a representative value. The reduced water usage is most likely due to higher efficiency plumbing fixtures and conscientious water usage habits.

*Note that the 2019 Sewer User Charge Survey report applied a different method for the computation of the total number of residential connections and this method is isolated to the 2019 Sewer User Charge Survey report.

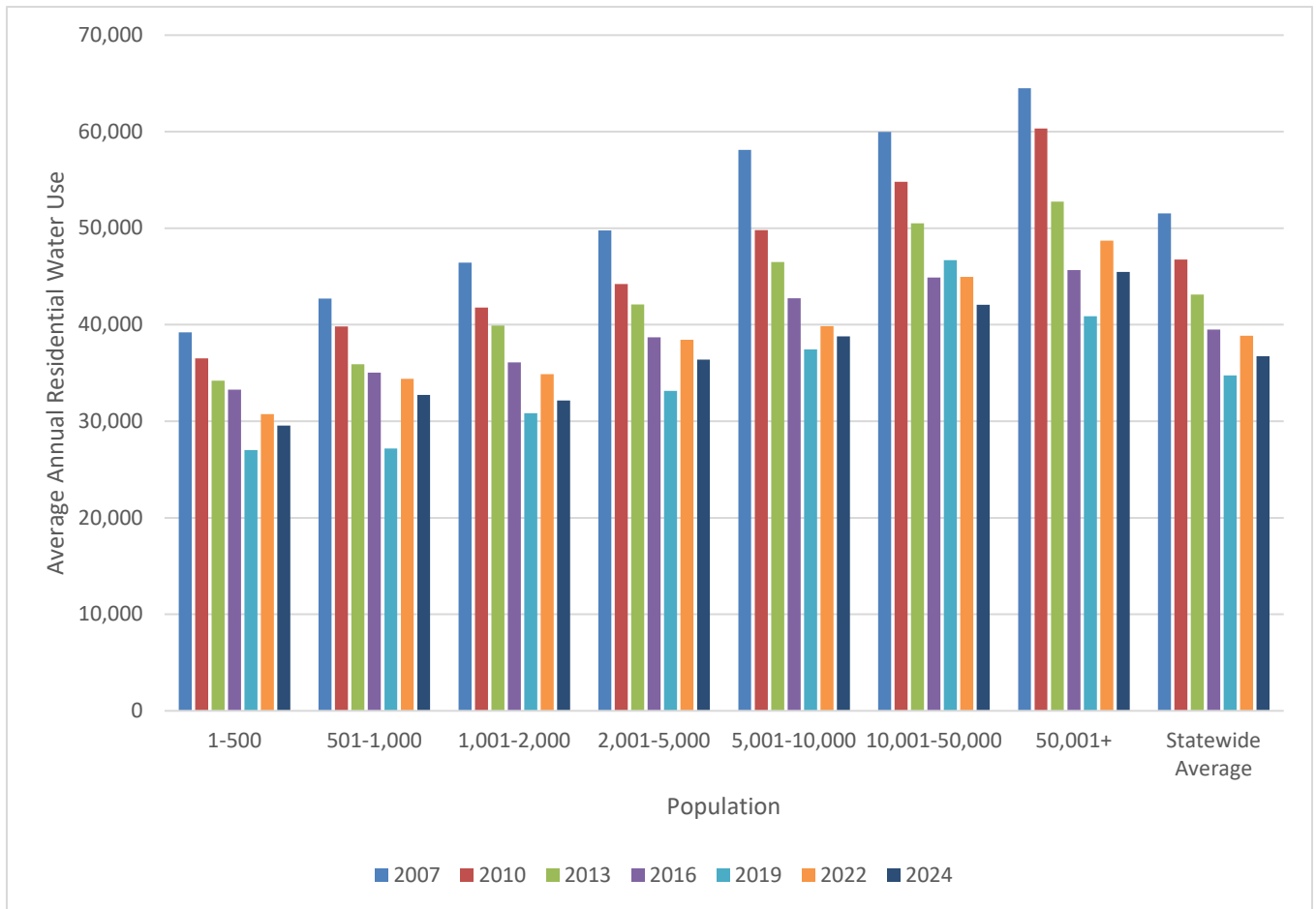


Figure 5: Average Annual Residential Water Use, by Population Range (2007-2024)

F. Errata

While every effort has been taken to verify the data in the responses are correct and to prevent errors in processing the data, errors are still possible. Please call or send notification of substantive errors to:

Jennifer Raboin
 MSA Professional Services, Inc.
 1230 South Boulevard
 Baraboo, WI 53913
 Phone: (800) 362-4505
 E-Mail: jraboин@msa-ps.com

We will issue errata sheets to all registered report recipients in the event there are a significant number of changes.

II. SEWER RATE EVALUATION

There are several factors that impact a community's sewer user charges. As in the past, this Survey found that the community's population is the main factor the main influence on the cost of sewer service. Other factors that impact sewer use charges include:

- Type of wastewater treatment technology
- Age of treatment facility and time since last rate increase
- Other sources of revenue
 - Connection fees and impact fees
 - Volumes and charges for hauled wastes and high strength wastes
- Annual sewer budget for collection system repairs and other improvements

This report evaluates various factors in order to present information that may help communities compare their population, treatment type, and revenue sources, with other communities. For most of the data, both average and median values are provided in population ranges, to provide greater perspective. By doing so, the variability in average sewer charges that might be skewed by a few exceptionally high or low values can be tempered by an evaluation of the number of communities with sewer charges that are above and below a given value.

A. Population

Larger communities are able to charge lower sewer rates than smaller communities. This can be attributed to the principle of economy of scale: as facility size increases, the unit cost associated with construction and operation of a treatment facility decreases. While large communities often require a more complex form of treatment, the number of customers and volume of use result in larger revenues that the utility can apply toward the costs associated with operating a larger/more complex treatment facility.

As shown in **Figure 6**, communities with population less than 5,000 have the highest average and median annual costs for residential sewer service, based on either the actual residential water use and on an assumed normalized volume of 55,000 gallon per year per household.

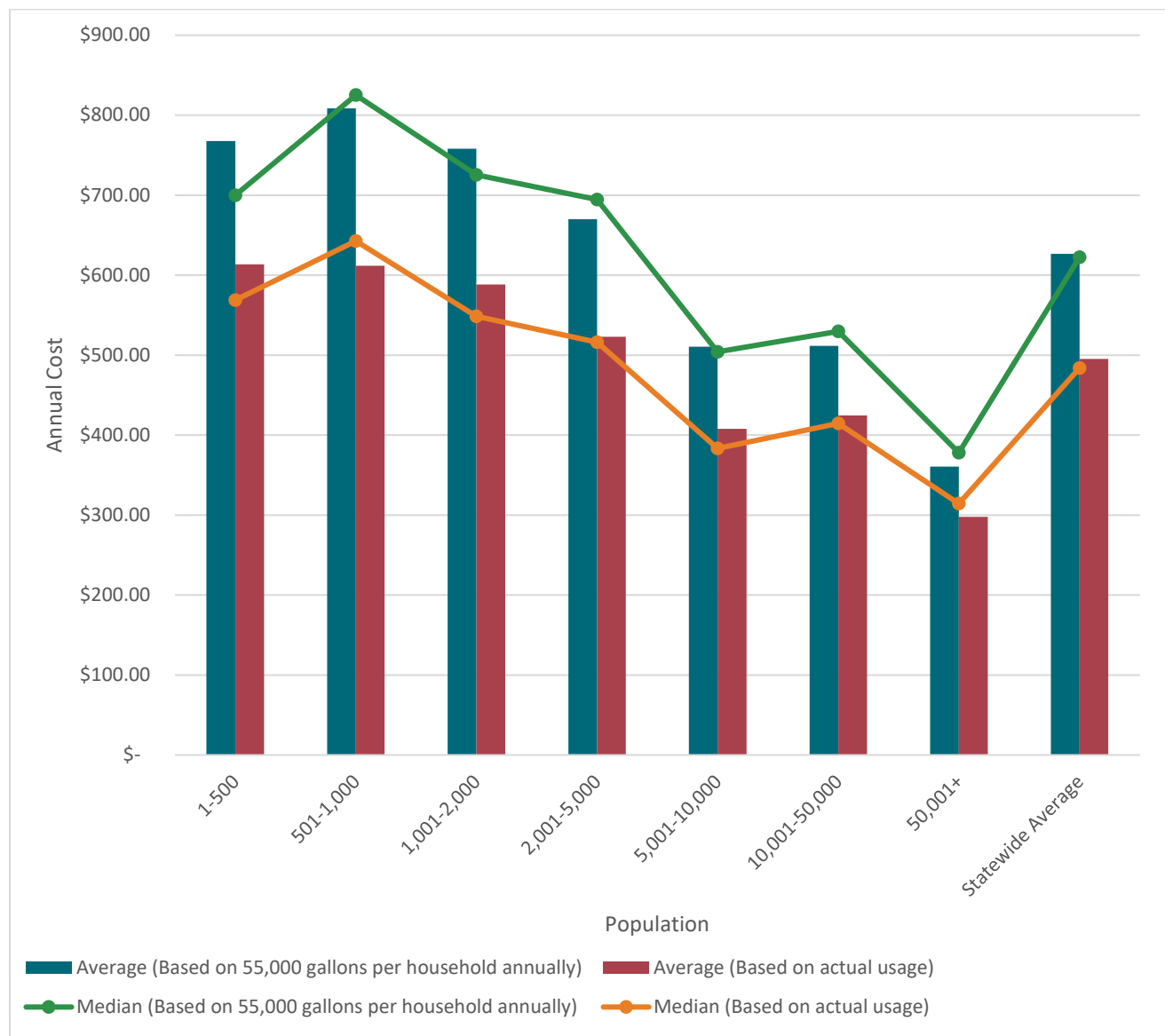


Figure 6: Average and Median Average Annual Residential Sewer Charge, by Population Range

Significant variability in the average cost for residential sewer service exists due to a variety of factors in any particular community. **Figure 7** shows that the greatest cost variability occurs within the 1-500 population range, and the least amount of cost variability occurs in the 50,000+ population range.

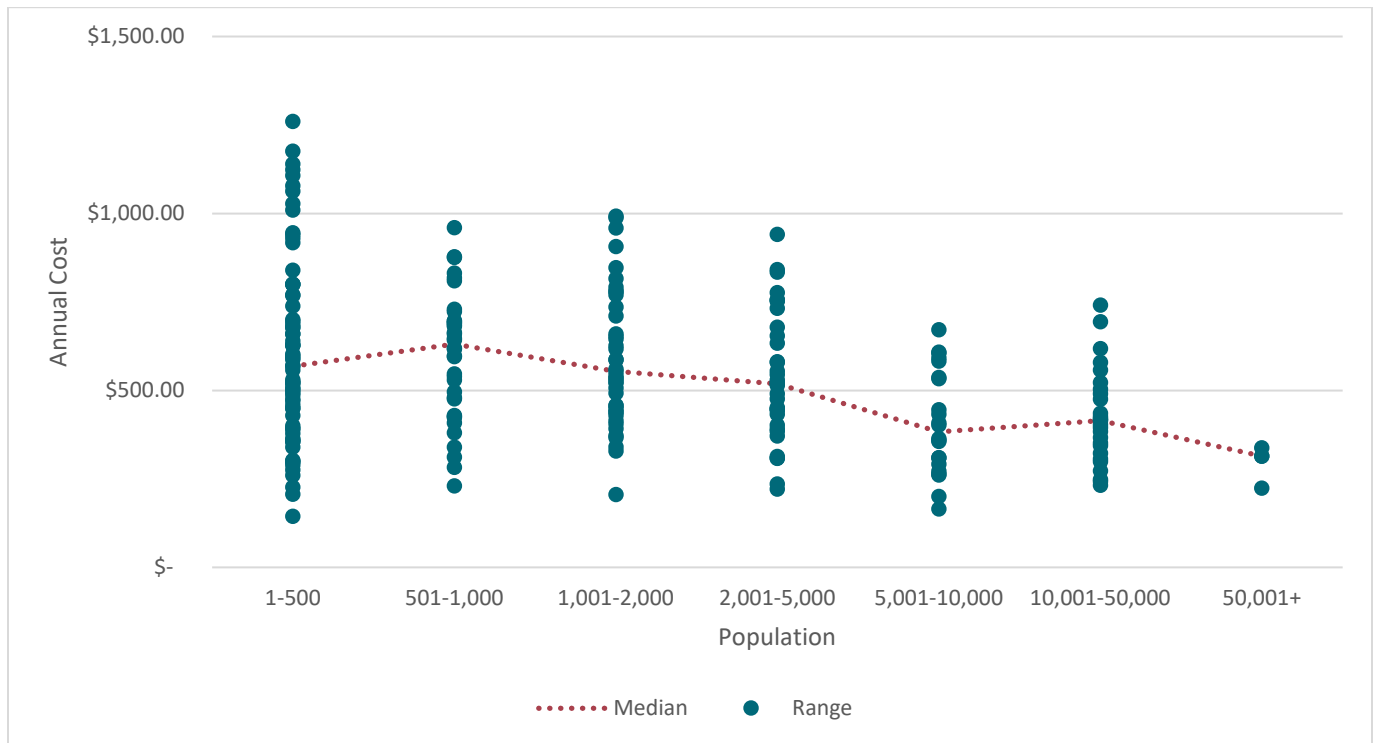


Figure 7: Annual Sewer Charges and Median, Based on Actual Use, by Population Range

The average annual cost for residential sewer service has been increasing since the first Sewer User Charge Survey was conducted 29 years ago. The increasing cost of electricity, fuel, chemicals, and labor all contribute to sewer rate increases, as do new debt payments on capital improvements needed to meet more stringent environmental standards and to replace aging infrastructure. **Figure 8** shows the continual increase in average cost for residential sewer service across all population ranges, and as a statewide average, with each bar on the graph representing one of the 11 past Sewer User Charge Surveys conducted.

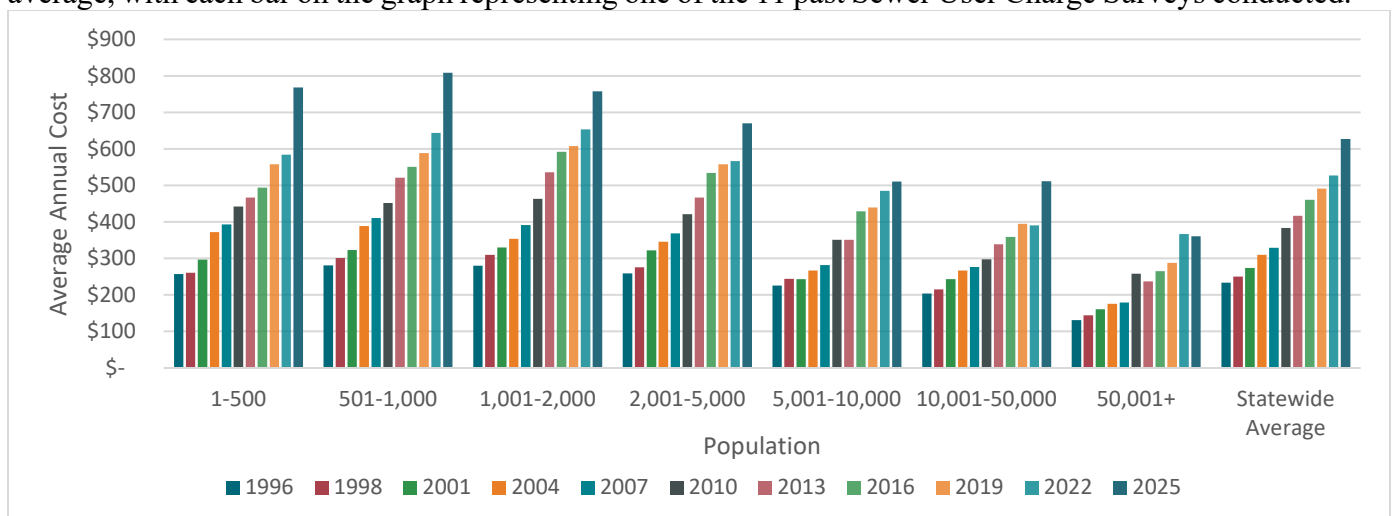


Figure 8: Average Annual Residential Sewer Charges, by Population Range, based on 55,000 GPY use (2006-2025)

As shown in **Figure 8**, the average annual cost for residential sewer service is higher in smaller communities, as was also shown in **Figures 6 and 7**. It is also apparent that the cost for sewer service has increased at a higher rate in communities with smaller population. Communities with a population 1-500 have experienced the highest overall increase in the average annual cost for residential sewer service since 1996, as the cost has increased by \$511, or 6.9% per year. **Figure 9** shows the annual increase in the average cost for residential sewer service from 1996 to 2025, for each population range, both in total dollars and annual percent increase.

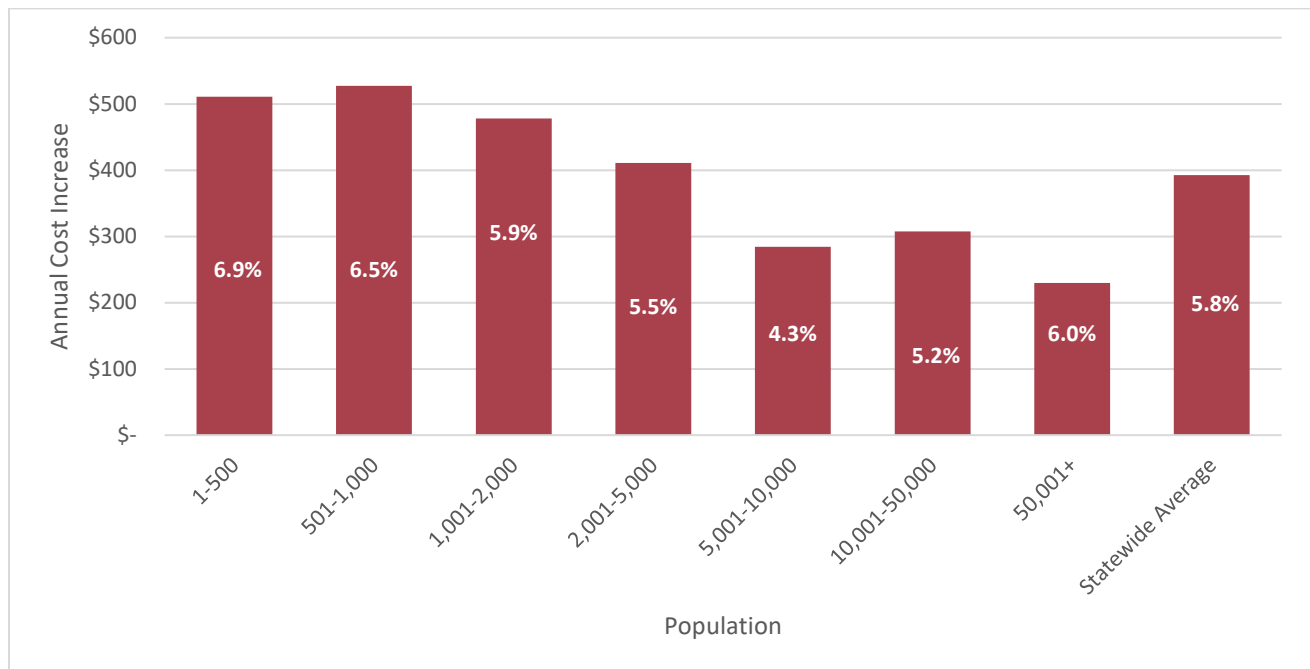


Figure 9: Average Annual Percent Increase in Residential Sewer User Charges, based on 55,000 GPY use (1996 to 2025)

B. Facility Age

Facility age can be used as an indicator of when a sewer rate will increase. Typically, wastewater treatment infrastructure requires a significant upgrade approximately every 20 years. **Figure 10** shows the average age (time since the last significant upgrade) of wastewater treatment facilities by population category from when each of the last nine Sewer User Charge Surveys was conducted. The statewide average treatment facility age shows an increasing trend from 1998 to 2007, dropping in 2010, and then increasing until 2019. The decrease in average age in 2022 indicates that more treatment facilities have completed upgrades since 2019. The greater number of recent facility upgrades may likely be attributable to improvements necessitated by more stringent regulations associated with effluent phosphorus and aging infrastructure replacement.

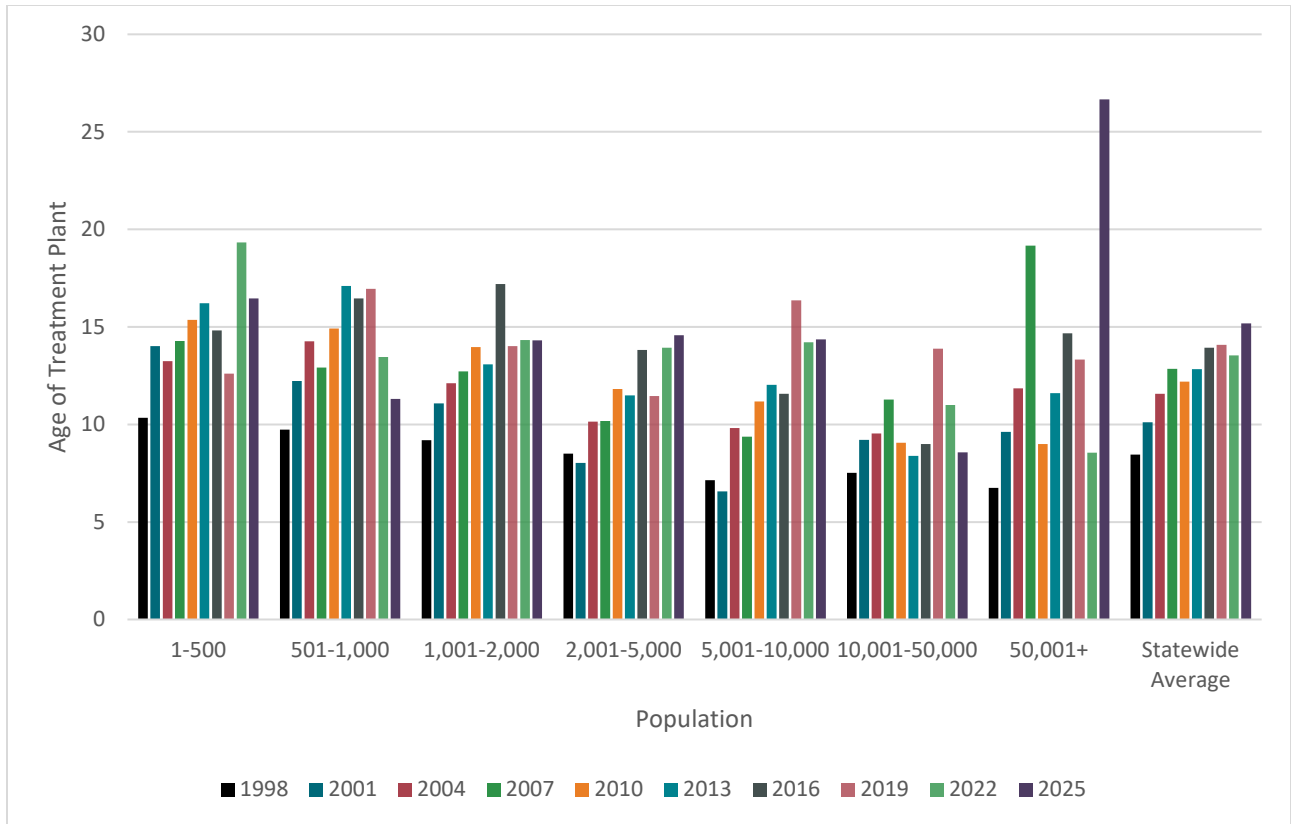


Figure 10: Average Age of Treatment Facility, by Population Range (1998 to 2025)

In general, it can be assumed that population ranges showing a decrease in average facility age include a greater percentage of communities that have undergone a facility upgrade since the 2019 Sewer User Charge Survey. It is also reasonable to assume that communities having recently undergone facility upgrades must collect more revenue to pay the debt service and operational costs associated with the improvements.

C. Treatment Type

The technology a community uses for treating wastewater is an important factor in the cost of sewer service. **Figure 11** shows the relationship between the average annual cost of residential sewer service and treatment type. It should be noted that **Figure 11** does not account for the average age of the facilities, or the size of the communities associated with each treatment type, which may have greater impact on cost than does the treatment technology utilized. Additionally, the total number of survey responses for each category will impact the average sewer rate. The three lowest response categories were membrane bioreactor, trickling filter, and moving bed bioreactor, which also correlate to the lowest annual sewer costs in this figure. These costs may be more significantly impacted by community size and total responses, further representing the importance of both these factors. Historically, these categories had higher than average sewer rates compared to this year’s survey.

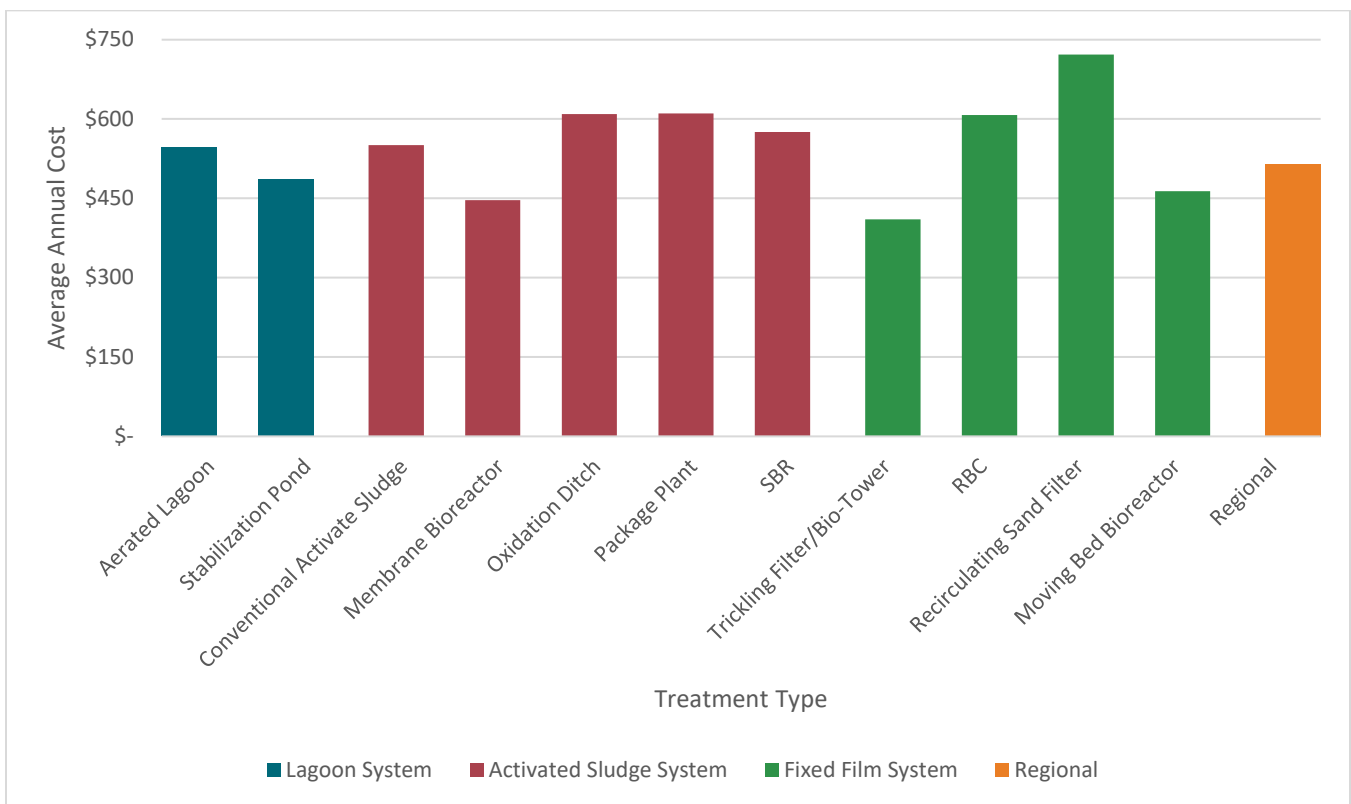


Figure 11: Average Annual Residential Sewer Charge, by Treatment Type (Based on Actual Use)

Figure 12 shows the average annual cost for residential sewer service for each treatment type, in the ten Sewer User Charge Surveys conducted from 1996 to 2025. Since 1996, the average annual cost for residential sewer service has increased annually for the majority of treatment types. SBRs do not follow this typical trend due to the small number of responses to previous survey data requests from communities with that treatment technology. **Figure 13** shows the average age of treatment facilities by treatment type for each of the Sewer User Charge Surveys from 2001 to 2025. **Figure 14** shows the percentages of communities in each population range using the various treatment technologies.

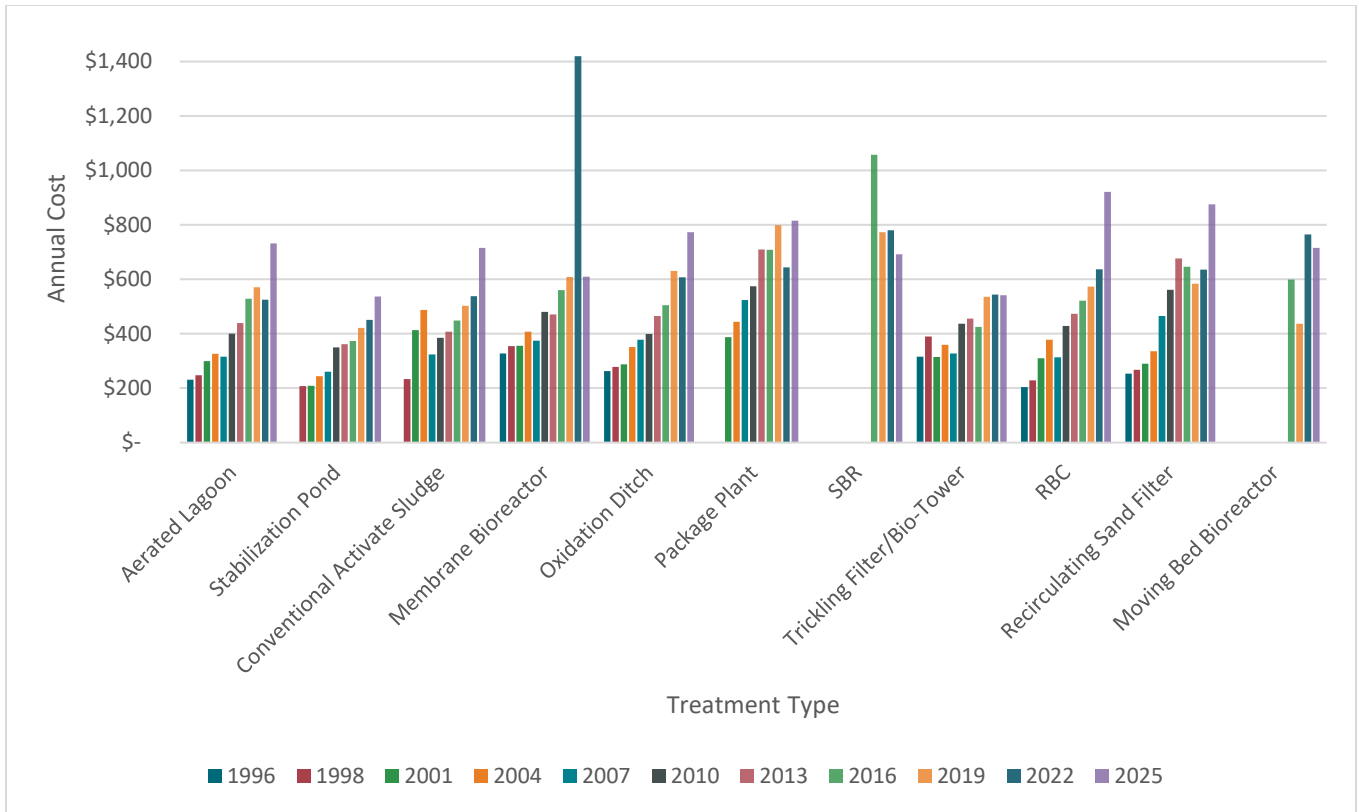


Figure 12: Average Residential Sewer Charge, by Treatment Type (1996 to 2025), Based on 55,000 GPY Use

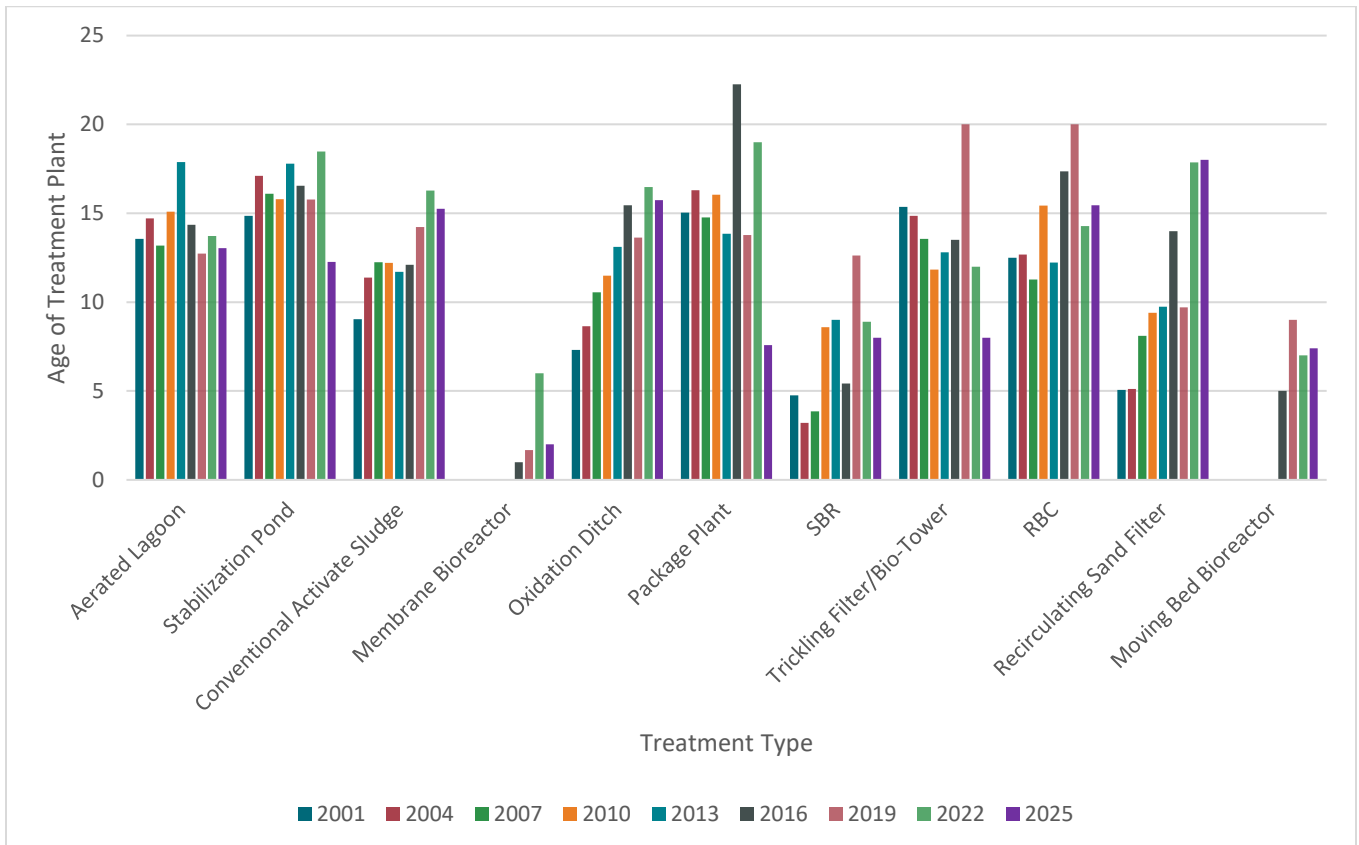


Figure 13: Age of WWTF by Treatment Type (2001 to 2025)

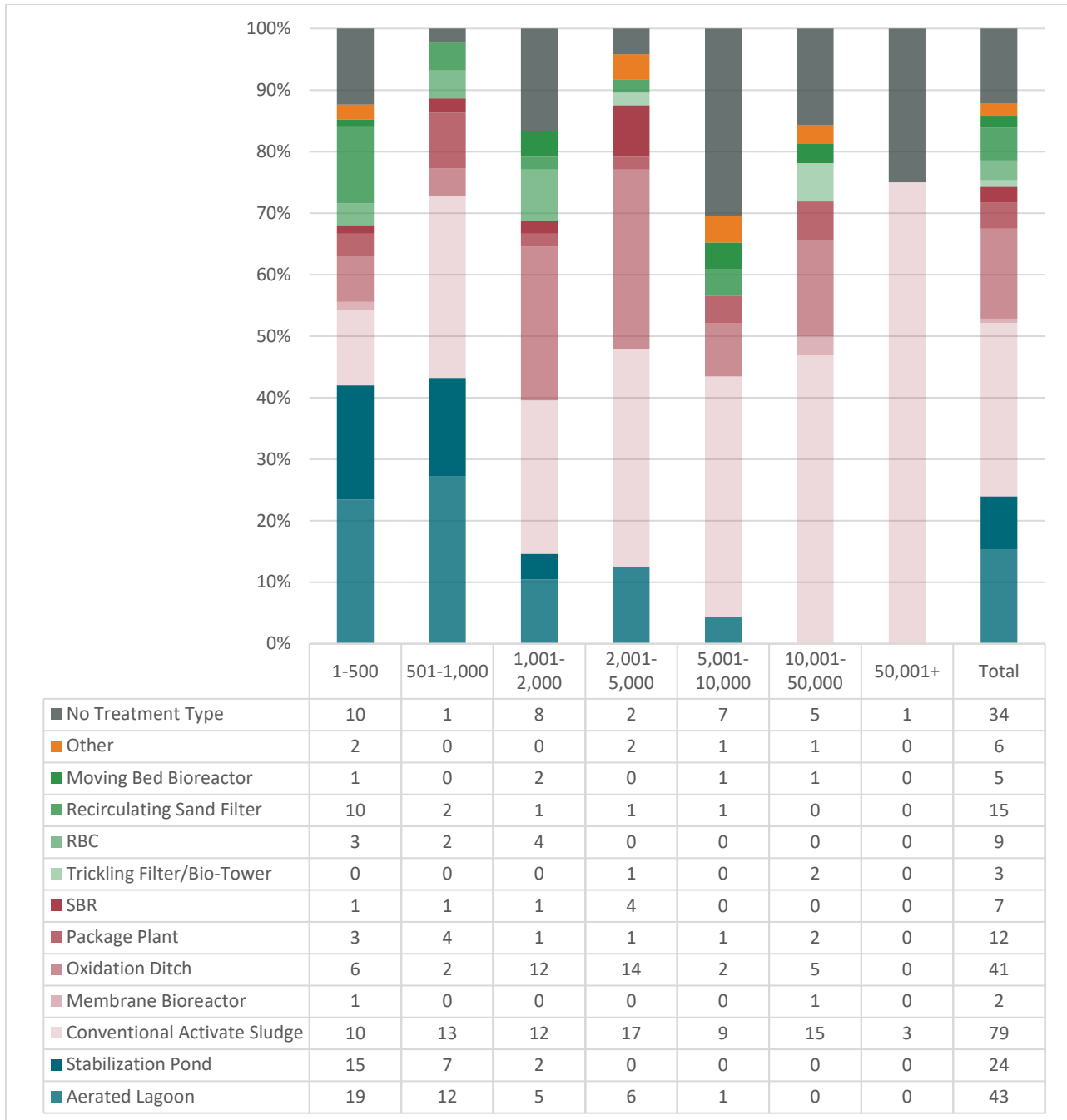


Figure 14: Respondent’s Type of Treatment Facility, by Population Range

Figure 12 indicates that package plants, RBCs, and recirculating sand filters are treatment technologies associated with the highest average annual residential sewer charge. A blanket statement that these types of treatment technologies are most expensive is not accurate, however. As stated above, the average sewer rates based on treatment type are likely skewed due to low survey responses in these categories, as well as population of the community using certain technologies. Figure 13 shows the average age of treatment facilities by treatment type from 2001-2025. Figure 14 presents the number and distribution of responses based on treatment type with respect to the population of the community.

Based on the 2025 Survey data, the average age of the facility does not directly correlate to higher sewer costs. Typically, younger facilities have higher annual sewer charges to account for recent construction costs. Furthermore, additional evaluation of **Figure 14** suggests a correlation between the number of respondents and the average sewer rate. Specifically, the fewer the respondents per treatment category, the lower the reported sewer user charge - which is most likely a result of the small sample size of these categories. Additionally, the lowest number of responses in each category were also in larger communities, which generally have lower sewer costs as well. This shows that population and response rate (sample size of each treatment category) influenced the corresponding sewer rates more than treatment plant type. Lastly, stabilization ponds continue to be the lowest average sewer cost on an annual basis.

Figure 15 shows the average annual cost for residential sewer service in communities with and without their own wastewater treatment facility (WWTF). The trend of higher costs for communities with smaller population is evident for communities both with and without their own WWTF. In the smallest and largest population ranges, the average cost of residential sewer service is higher for communities that do not own their own WWTF, suggesting that regionalization is less cost-effective for very small and very large communities. The statewide average annual cost for residential sewer service is approximately \$14 per year higher in communities that do not own their own WWTF, suggesting that regionalization typically does not offer a cost advantage.

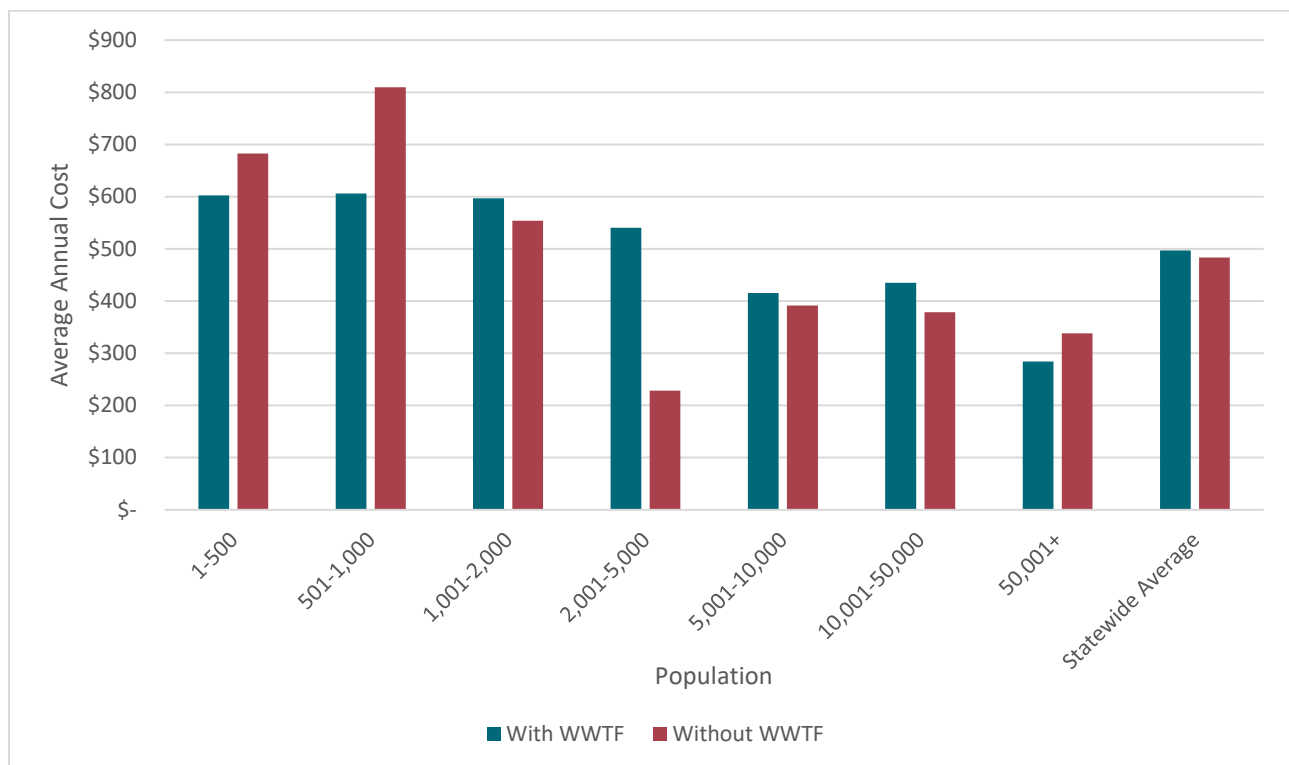


Figure 15: Average Annual Residential Sewer Charge, by Population Range, with and without community-owned WWTF (Based on Actual Use)

This section thus far suggests that the cost of sewer service may be impacted more by the size of the community, the number of years since the last significant treatment facility upgrade, and by total number of responses in the survey, rather than by the treatment technology utilized. As indicated

above; however, lagoon technologies are still cost-effective due to their low operational costs, including low sludge processing and disposal costs, if the technology can achieve the required effluent quality.

The 2025 Survey data request asked communities for information regarding sludge disposal. **Figure 16** shows the numbers and percent of respondents, by treatment technology, that use land application (liquid), land application (cake solids), landfill, contract hauling/storage, or incineration for sludge disposal. As expected, the most common type of sludge disposal is land application (liquid and cake solids), which is utilized by 67% of the respondents.

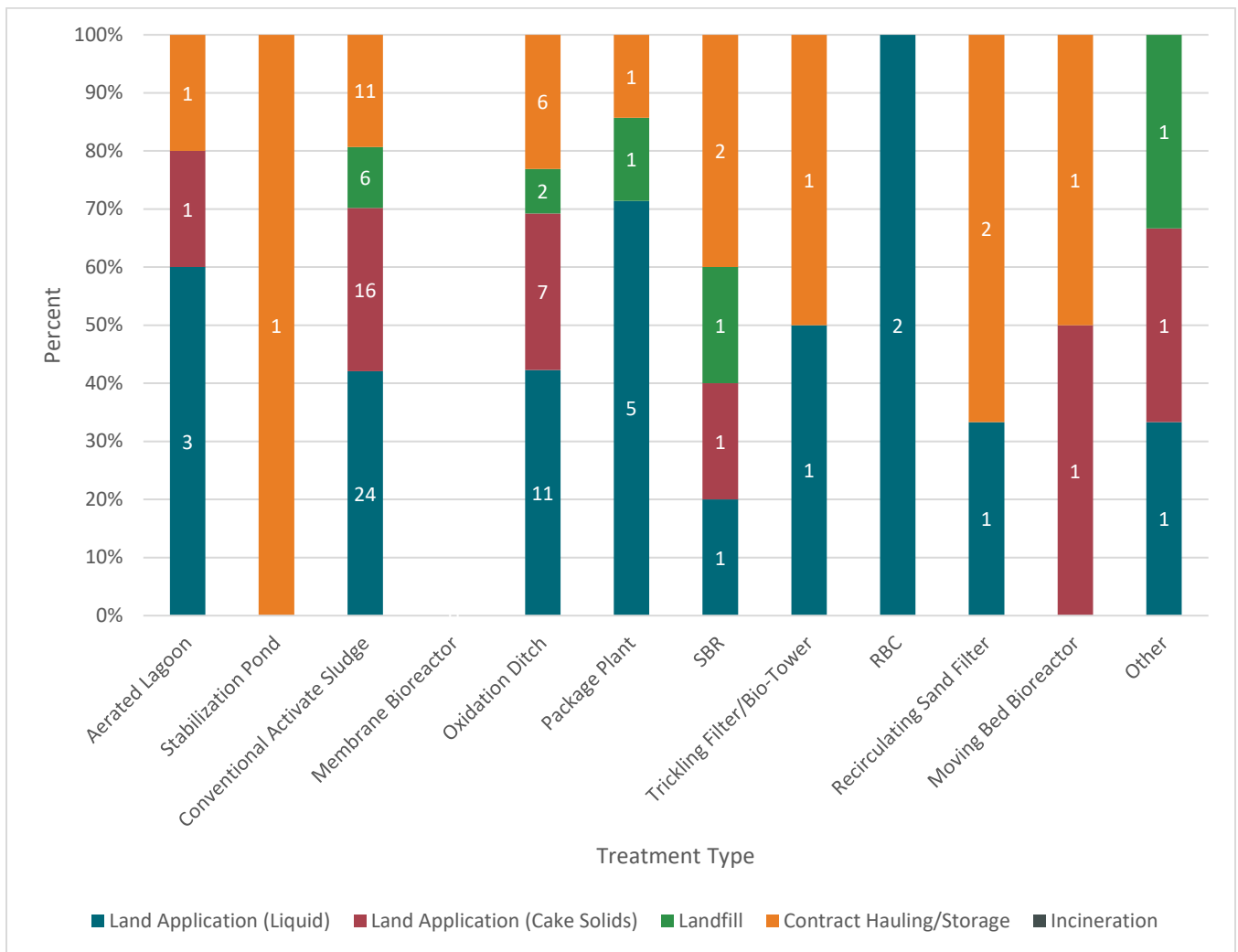


Figure 16: Respondent’s Method of Sludge Disposal, by Treatment Type

Figure 17 shows the numbers and percentage of respondents, by treatment type, that produce sludge meeting the U.S. EPA and WDNR designation of Class A and Class B sludge. Statewide, 7% of the respondents reported production of Class A sludge. When asked if communities foresee a need to move towards Class A sludge, about 16% of respondents answered that they did. Compared to the 2019 Sewer User Charge Survey, this is a similar response; however compared to past surveys, this is large increase in those interested in moving toward production of Class A sludge.

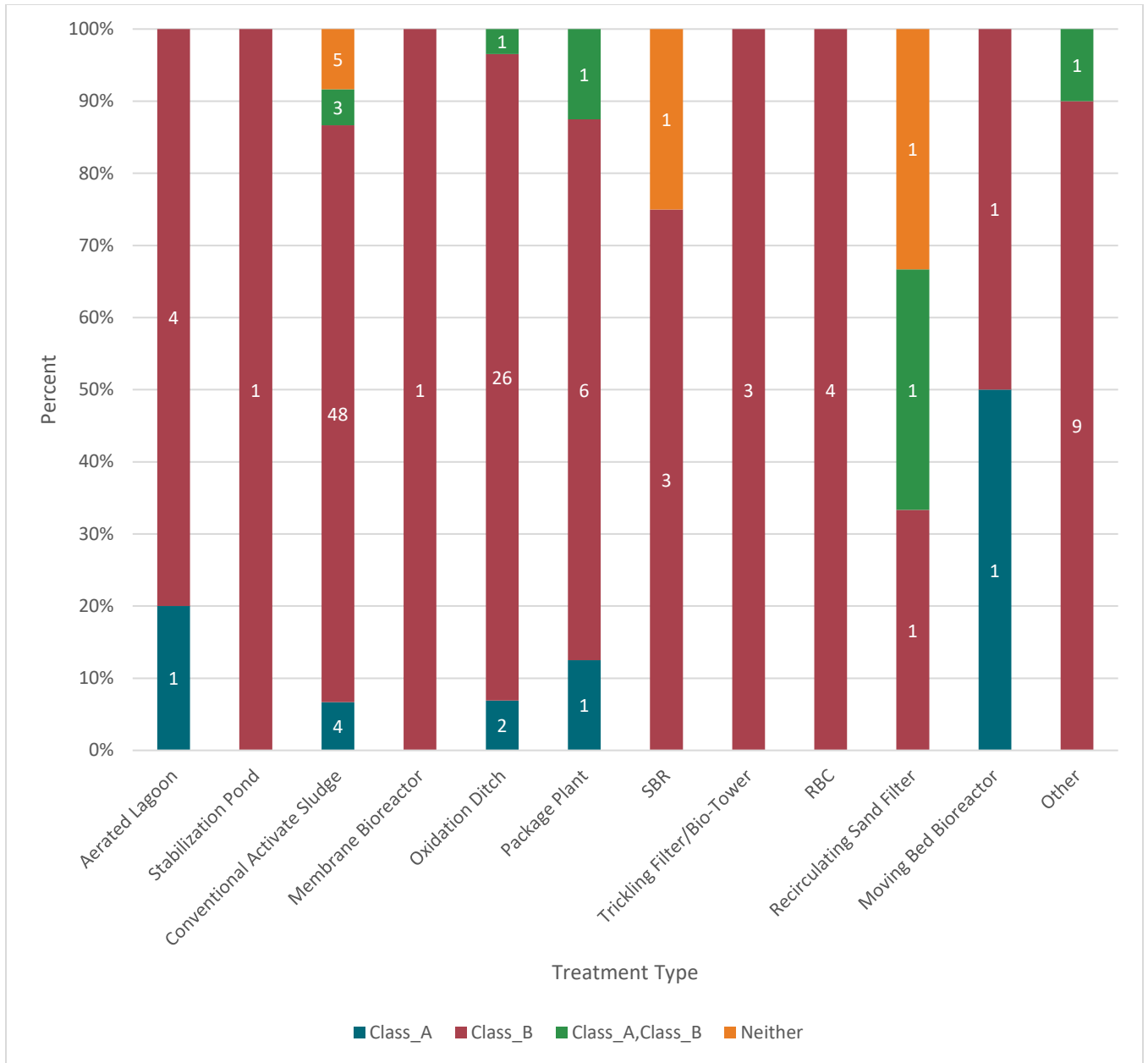


Figure 17: Respondent's Sludge Classification, by Treatment Type

D. Last Rate Increase

To ensure sufficient revenue to cover the cost of debt service, operation and maintenance, and equipment replacement fund contributions, sewer utilities must periodically adjust sewer rates. **Figure 18** shows the average and median number of years since the last rate increase, by population range. The statewide median number of years since the last rate adjustment is approximately 1.4 years, but the average number of years since the last rate adjustment is approximately 3.1 years which indicates there are quite a few communities who have not adjusted sewer rates in a significant number of years.

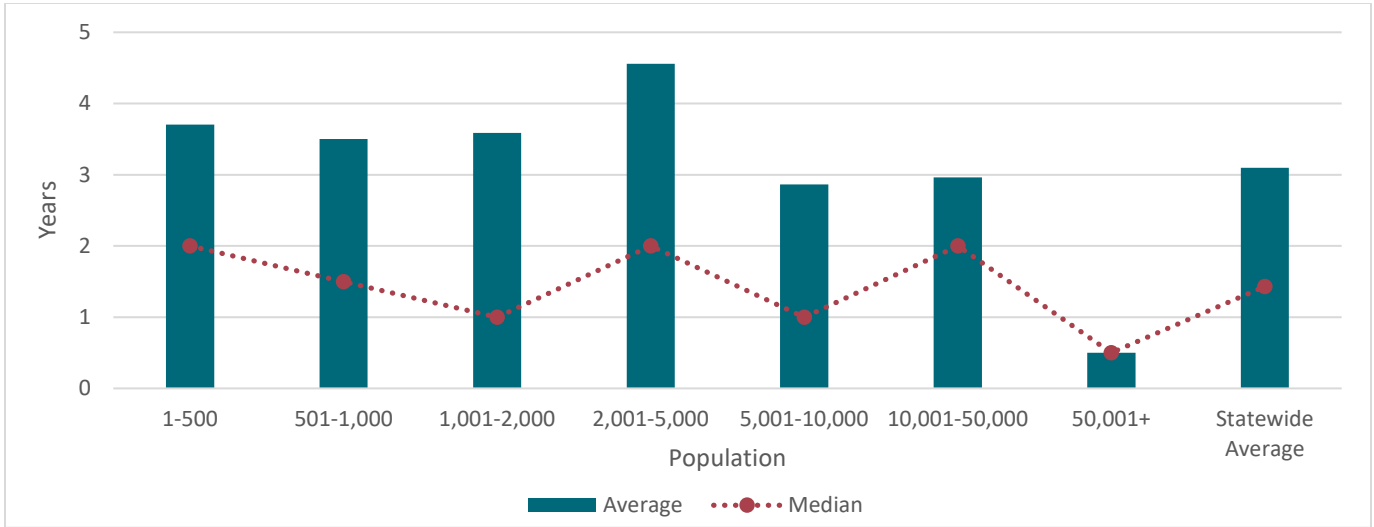


Figure 18: Average and Median Time Since Last Sewer Rate Increase, by Population Range

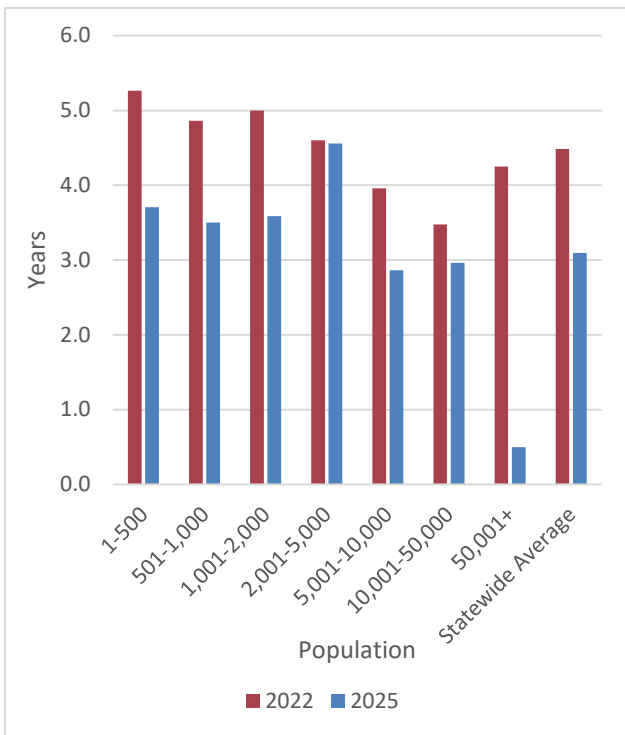


Figure 19: Average Time Since Last Sewer Rate Increase, by Population Range, 2022 vs. 2025

In general, larger communities appear to be conducting somewhat more frequent rate adjustments. In many smaller communities, when there has not been a facility upgrade in recent years or none is anticipated in the immediate future, rates tend to remain constant for longer. This typically results in the need for a relatively large increase when the rates are raised, especially when the need for the rate increase is driven by a significant treatment facility upgrade.

Figure 19 shows the average number of years since the last rate increase by, population range, as reported in the 2022 Sewer User Charge Survey and in the 2025 Survey. In all population ranges, average length of time since the last rate increase has decreased. Of the respondents to the 2025 Survey data request, 49% of communities statewide anticipated a rate increase within the next year, with the average anticipated increase being 11%.

E. Billing Frequency

Of the respondents to the 2025 Survey, 54% reported utilizing a quarterly sewer user charge billing schedule, rather than a monthly or other billing frequency. **Figure 20** shows the percentages of the communities, by population range, that bill quarterly, monthly, or by another frequency. The highest use of monthly billing is in the 10,001-50,000 and 2,001-5,000 population ranges, at over 50 percent.

A more frequent billing cycle can help utility customers to budget for higher sewer charges more easily. Smaller communities tend to have the highest sewer rates, and the largest communities have a larger number of low-income customers. **Figure 20** shows that the smaller communities and the largest communities, on average, utilize quarterly billing more frequently. The smallest communities may not be adequately staffed to administer a more frequent billing schedule.

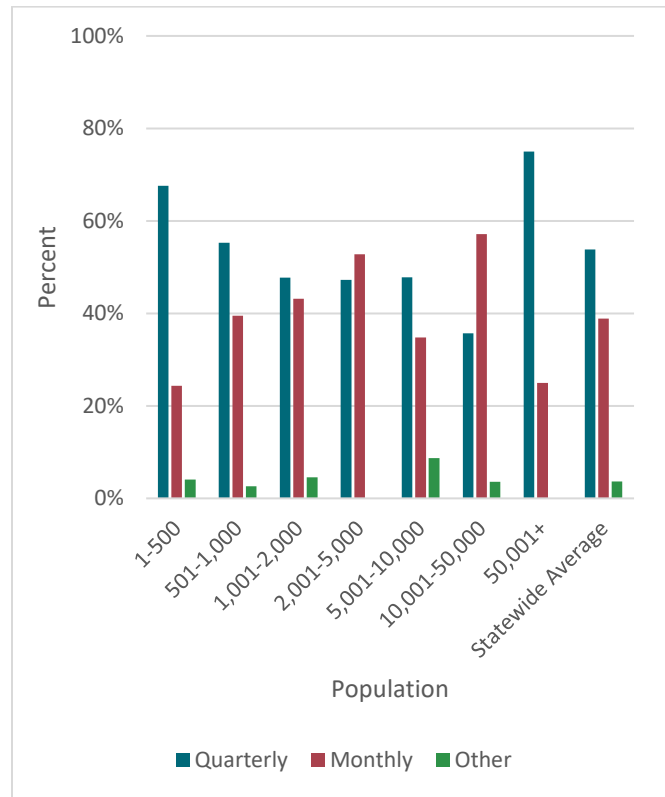


Figure 20: Billing Frequency, by Population Range

Figure 21 shows the average annual sewer charge by billing frequency. This data might be somewhat misleading due to the small numbers of communities who are billing on either an annual or bi-monthly basis.

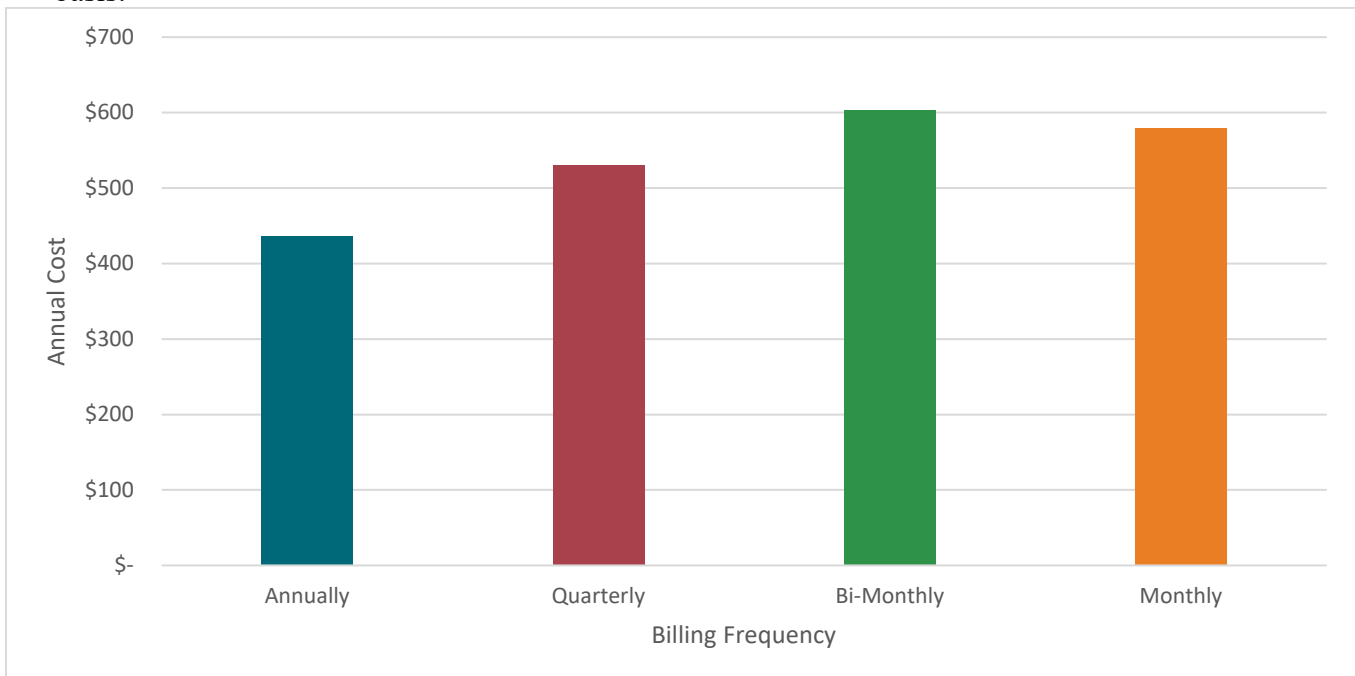


Figure 21: Average Annual Residential Sewer Charge, by Billing Frequency (Based on Actual Usage)

F. Connection Fees

Many communities charge new development for the opportunity of connecting to their sewer system. Connection fees are sometimes meant only to cover the cost of the utility’s inspection of the new lateral connection and administrative costs, commonly referred to as hook-up fee. Other times this charge is considered an impact fee to reimburse the existing customer base for collection system and treatment facility capacity already provided or as payment for future updates/expansions that will eventually occur due to the increased number of customers. Connection fees can help a community generate revenue that can be used for future expenses, reducing the impact of growth on existing customers. Many Wisconsin communities, especially small rural communities, experience a very low rate of growth and therefore in most cases connection fees do not significantly affect the amount of revenue that must be generated from sewer user charges.

A hook-up fee is a sum of money collected for a new connection that is not based on funding specific improvements, and as such, the money can be placed in the utility’s reserve fund. An impact fee is held to a higher statutory standard, collecting money for specific growth-related improvements and depositing it into a restricted use account. **Figure 22** shows the percentage of survey respondents, by population range, that currently charge connection fees, either as a hook-up fee or as an impact fee.

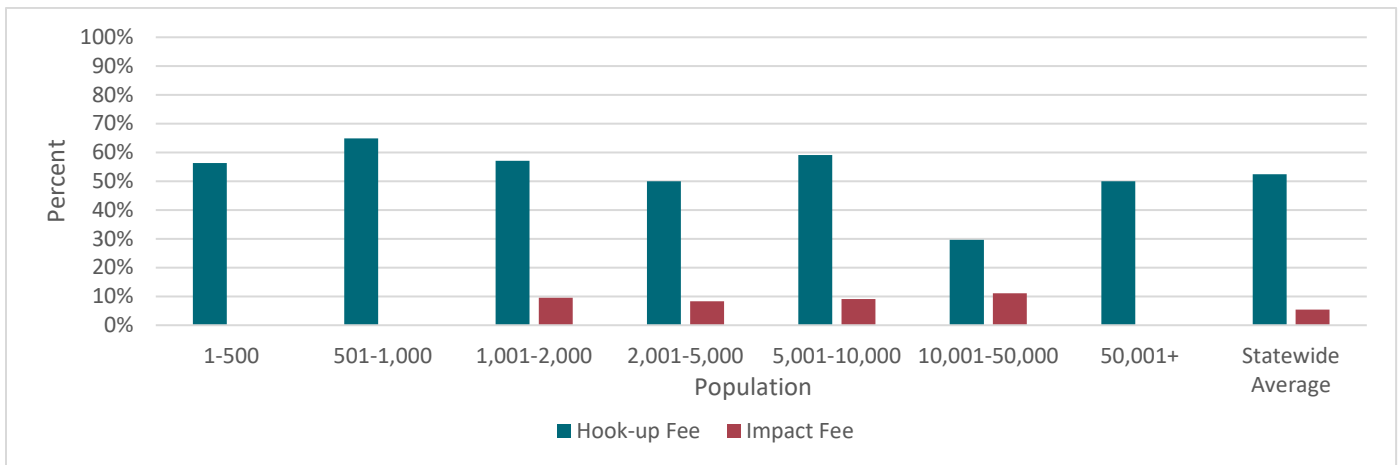


Figure 22: Percent of Communities Requiring Connection Fees

Figure 22 shows that the most common connection fee by far is the hook-up fee. Statewide, approximately 58% of the survey respondents charge some type of connection fee.

Figure 23 shows the average and median hook-up fee by population range. There is no apparent correlation between population and the average hook-up fee, although the median hook-up fee is somewhat higher in larger communities.

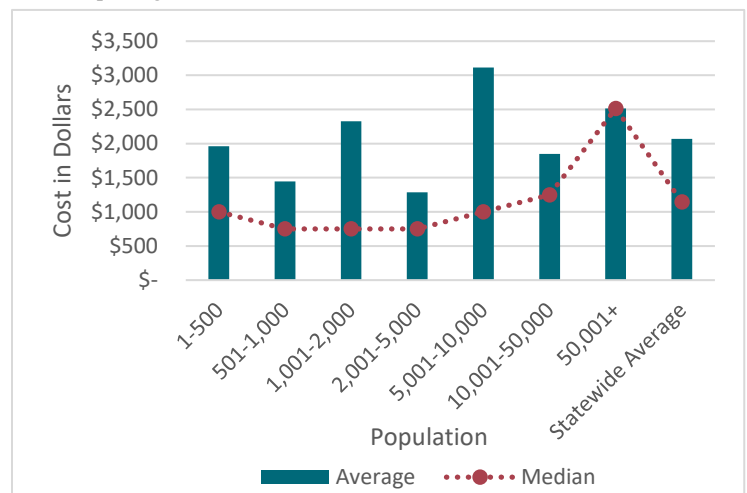


Figure 23: Average and Median Hook-Up Fee, by Population Range

Figure 24 shows the range of hook-up fees and median hook-up fee, by population range.

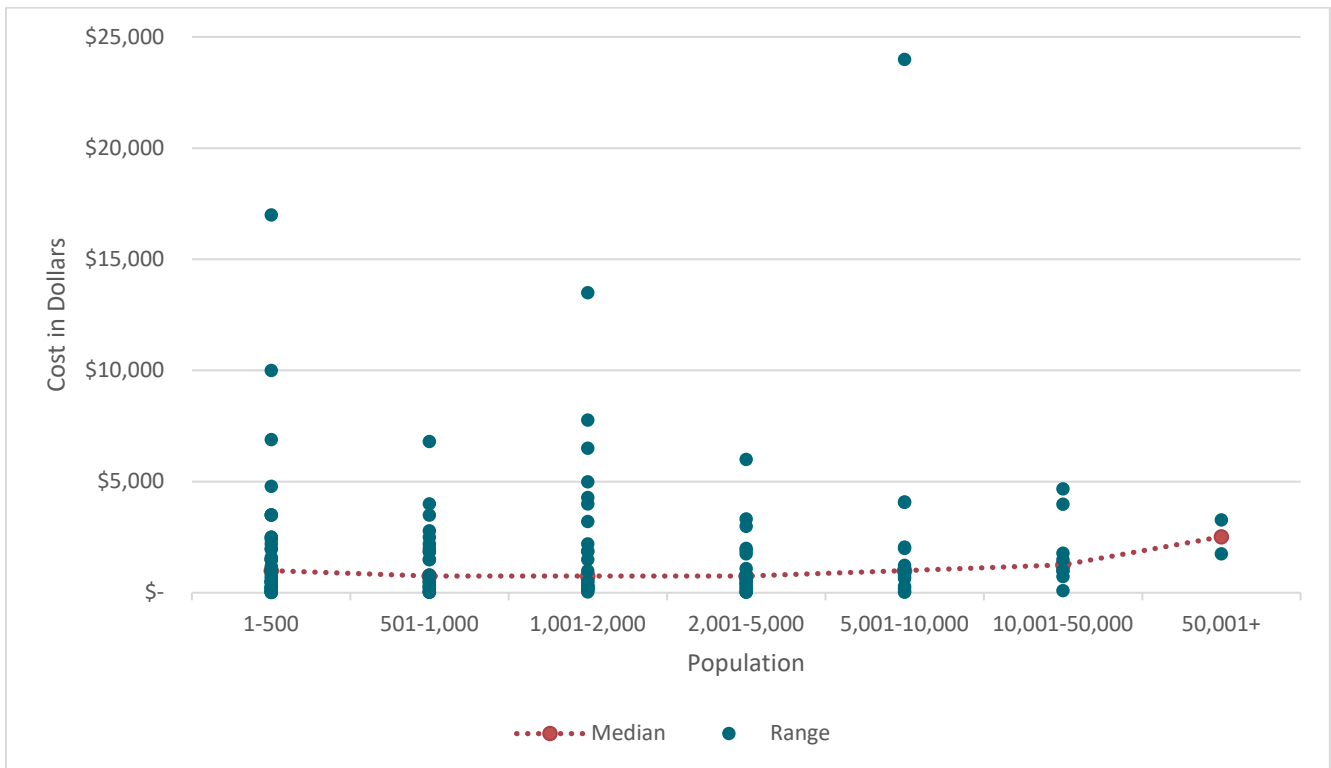


Figure 24: Hook-Up Fees and Median Hook-Up Fee, by Population Range

Because the use of impact fees is much less common than hook-up fees, the trend with impact fees is much less predictable. Figure 25 shows the average and median impact fee by population range.

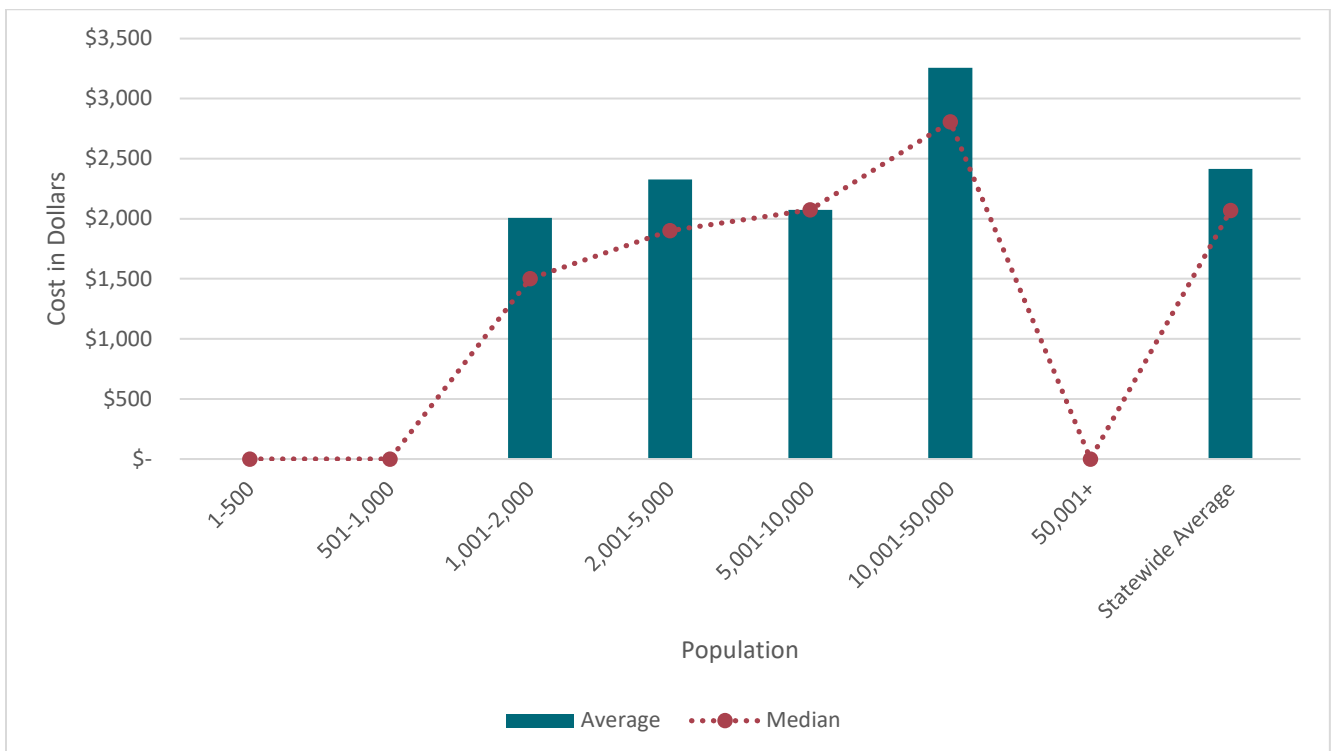


Figure 25: Average and Median Impact Fee, by Population Range

In the years since the Sewer User Charge Survey was first conducted, the use of connection fees has increased at a low annual percentage, as shown in **Figure 26**.

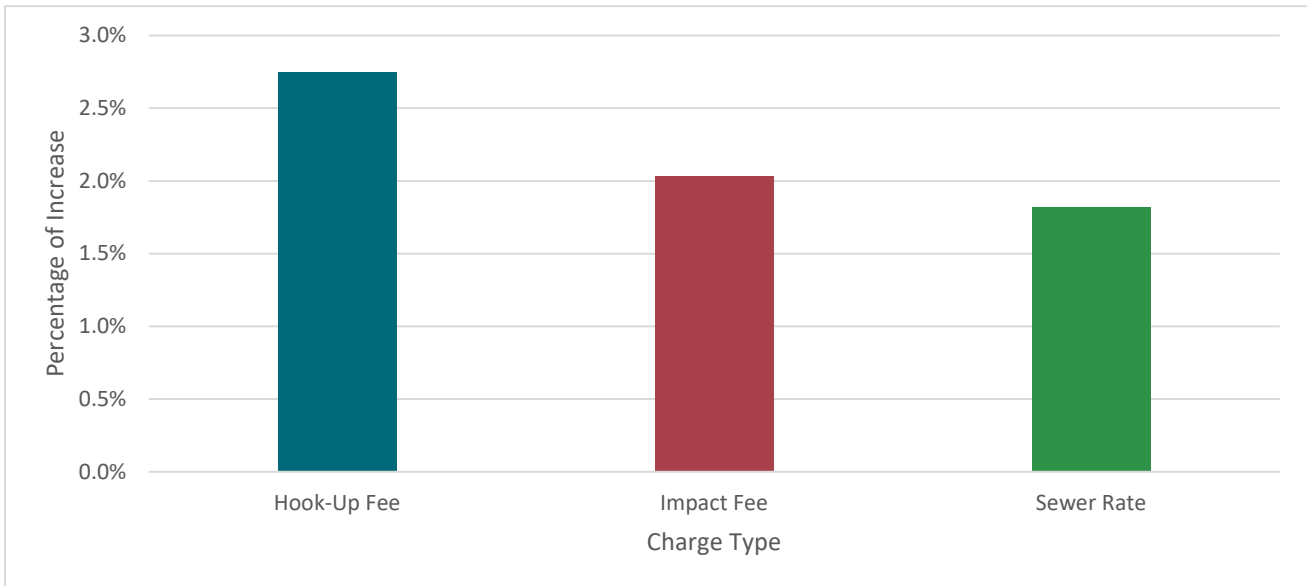


Figure 26: Average Annual Percent Increase in Connection Fees and Residential Sewer User Charge - 2001 to 2025

G. Hauled Waste and High Strength Waste Charges

The survey responses indicate that the largest communities are most likely to accept hauled waste and/or to utilize a surcharge for high strength wastes. **Figure 27** shows the percent of communities, by population range, that accept holding and septic tank waste. It is not surprising that a smaller percentage of the small communities accept hauled wastes or high strength wastes, since in many cases the treatment plant capacity in small communities is not adequate for those wastes.

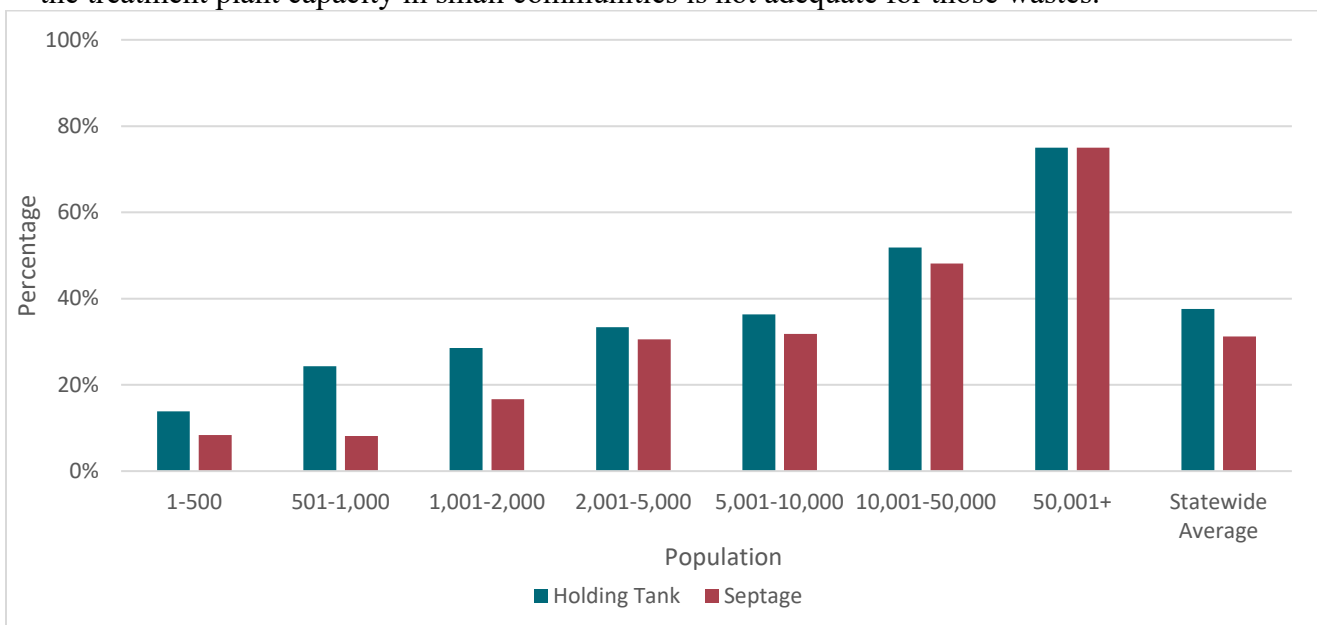


Figure 27: Percentage of WWTFs Accepting Hauled Wastes, by Population Range

Figure 28 shows, by population range, the average charge per 1,000 gallons for hauled wastes, both septage and holding tank wastes. In previous Sewer User Charge Surveys, smaller communities on average charged more for septage hauled wastes than did larger communities. The average charge for septic tank waste (septage) is higher than for holding tank wastes due to the higher strength of septage.

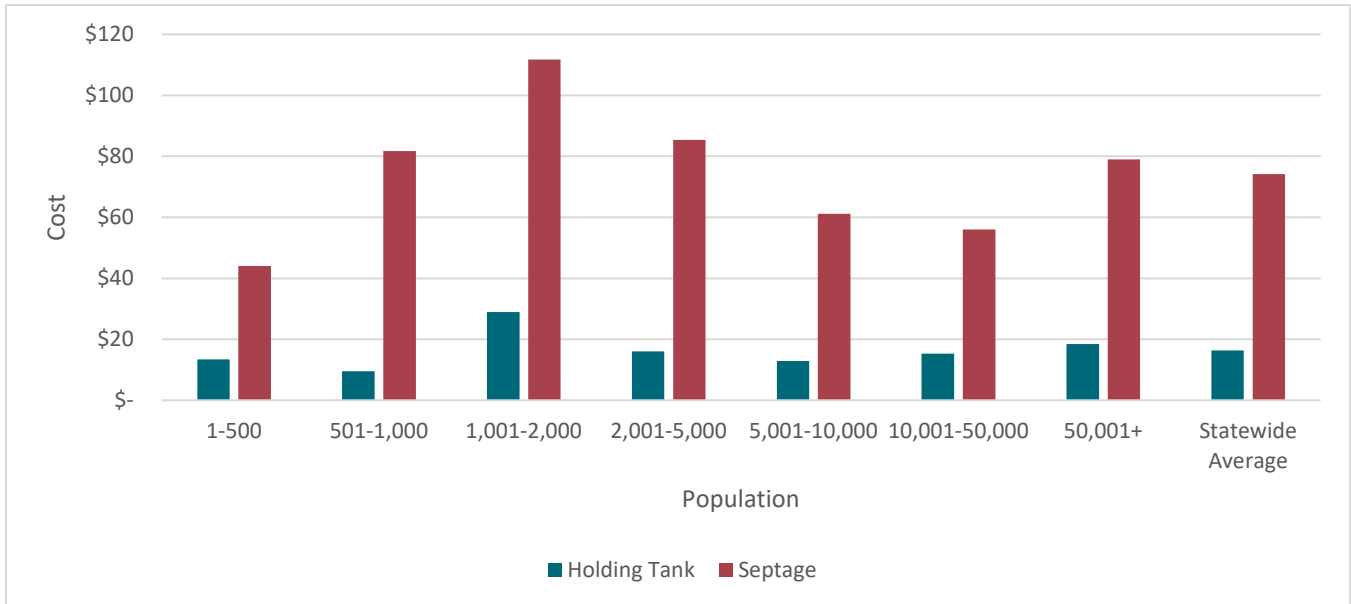


Figure 28: Average Charge per 1,000 Gallons for Hauled Wastes, by Population Range

Larger communities are more likely than small communities to have one or more major commercial or industrial discharger that produces high strength waste. **Figure 29** shows the percent of communities, by population range, who charge for various components of high strength waste.

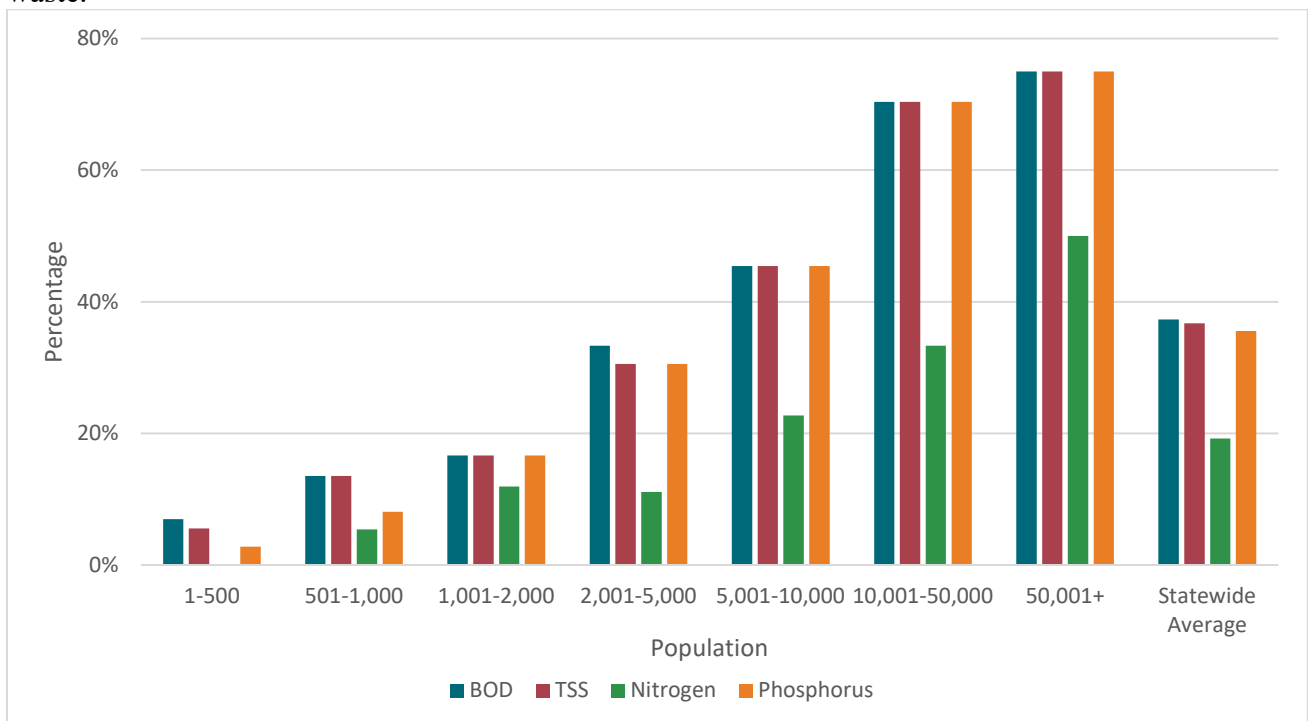


Figure 29: Percent of Communities with High Strength Waste Surcharges, by Population Range

Figure 30 shows, by population range, the average charge per pound for various components of high strength wastes above a domestic strength threshold. Phosphorus continues to be the most expensive component of wastewater to remove on a per pound basis. With the implementation of more stringent phosphorus limits at wastewater treatment facilities statewide, it is expected that the assessment of high-strength phosphorus surcharges, and the magnitude of those surcharges, will continue to increase in prevalence in the future.

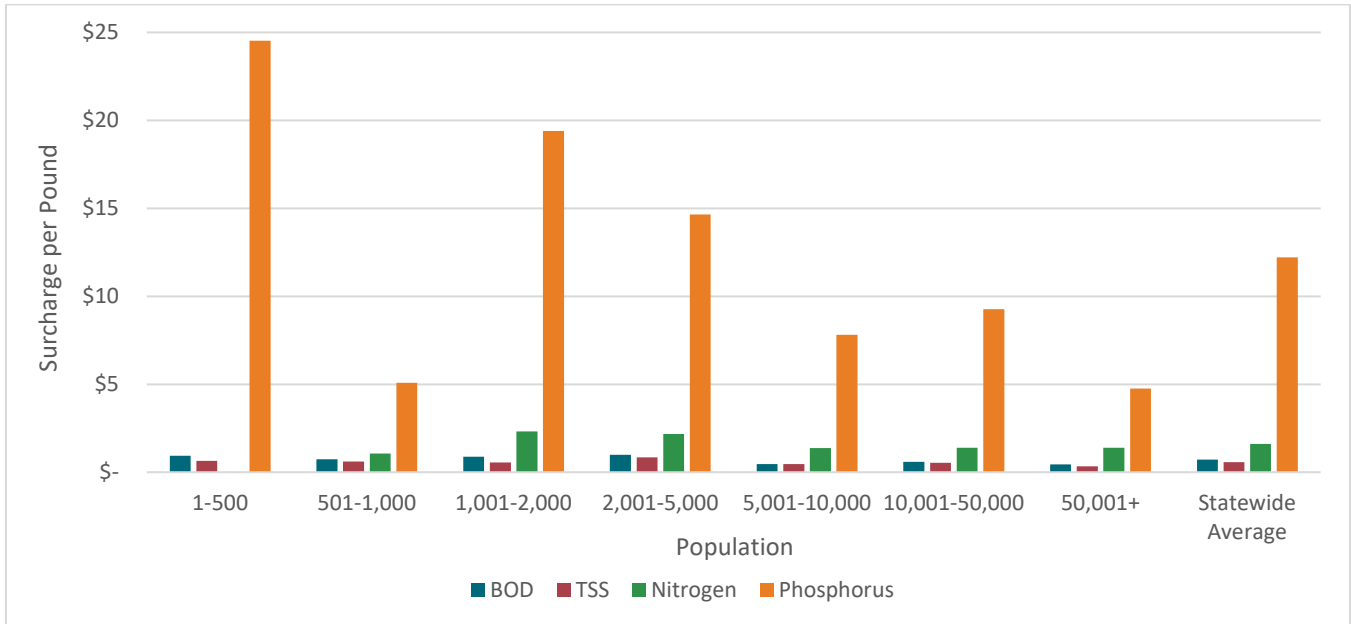


Figure 30: Average Surcharge per Pound over High Strength Waste Threshold, by Population Range

Figure 31 shows, by population range, the average charge per pound of phosphorus above a domestic strength threshold. Since 2007, the magnitude of the average phosphorus surcharge has increased among all population categories, except for communities in the 50,000+ population range.

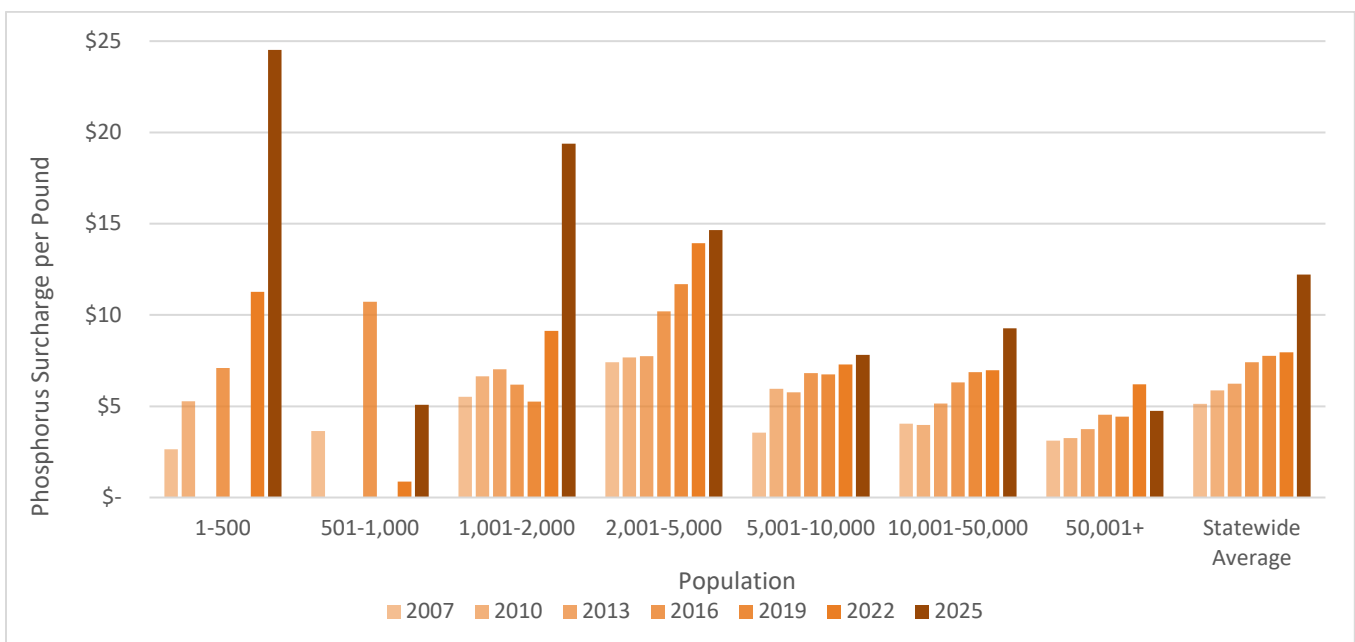


Figure 31: Average Surcharge per Pound over Phosphorus Threshold, by Population Range, 2007 - 2025

III. PHOSPHORUS COMPLIANCE

Phosphorus is recognized as typically being the limiting nutrient with respect to plant and algae growth in surface waters. The State of Wisconsin has been a national leader in the regulation of discharges of phosphorus to surface waters. For many years, larger point source wastewater dischargers were subject to effluent phosphorus limits in their WPDES permit. Facilities that would otherwise discharge more than 150 pounds of phosphorus per month were subject to a monthly average effluent phosphorus limit of 1.0 mg/L.

Additional studies of the impact of phosphorus on water quality led the Wisconsin Department of Natural Resources (WDNR) to implement water quality criteria for phosphorus, resulting in stringent effluent phosphorus limits for many point source dischargers of all sizes. Wisconsin Administrative Code NR217 – *Effluent Standards and Limitations for Phosphorus* was revised in December 2010 to require water quality-based effluent limits (WQBELs) for phosphorus. Facilities with relatively low wastewater flows and that discharge to rivers and streams with a large base flow and very low background phosphorus concentration are subject to water-quality based effluent limits that are not particularly stringent. For many point source dischargers; however, the water quality based effluent limit calculations result in very low “default” six-month average monthly effluent phosphorus limits equal to the water quality criteria of the receiving water, 0.075 mg/L or lower for discharge to streams and lakes, or 0.10 mg/L for discharge to larger rivers.

Subsequent to the 2010 revisions to NR217, WDNR began studies of various watersheds throughout the State to establish allocations of phosphorus discharges from individual point sources and non-point sources which are estimated to result in maintenance of water quality criteria for phosphorus in the receiving stream. These studies are referred to as Total Maximum Daily Load (TMDL) studies. To date, 36 TMDL studies in river basins of various sizes have been completed by WDNR and approved by USEPA. The larger river basins for which TMDL studies have been completed and approved include the Rock River, the Upper Wisconsin River, Lower Fox River, Upper Fox and Wolf Rivers, and the Milwaukee River. Implementation of the TMDL in the WPDES permits for the various point source discharges in the basin results in TMDL limits for phosphorus. In some cases, most notably for point sources in the upper reaches of the Upper Wisconsin River Basin, the TMDL limits provide significant relief from the previous “default” water quality criteria limits.

The WPDES permit for each point source discharger identifies existing and future effluent phosphorus limits and includes a compliance schedule, where appropriate, for meeting future effluent phosphorus limits. The following alternatives for phosphorus compliance are available to permittees subject to new, more stringent, effluent phosphorus limits:

- *Conventional biological and/or chemical treatment:* The provision of conditions within an activated sludge treatment system to promote additional microbiological uptake of phosphorus which is subsequently removed as waste sludge, and/or the addition of chemical treatment to precipitate phosphorus for removal by settling.
- *Tertiary treatment:* An additional unit process, often tertiary filtration by one of a variety of commercially available media or membranes, to achieve low effluent phosphorus concentrations by precipitation, settling, and filtration.
- *Water quality trading:* Improvements in the watershed to reduce runoff into surface waters and thus obtain credits for phosphorus removal that would otherwise need to be achieved at the wastewater treatment facility.
- *Adaptive management:* Improvements in the watershed to achieve the required water quality criteria for phosphorus in the receiving stream.

- *Economic variance*: A variance limit for effluent phosphorus that is less stringent than the water quality-based phosphorus limits, which is available if certain economic indicators in a community are satisfied, including a demonstration that compliance with water-quality based effluent limits would result in an average cost for residential sewer service that would exceed 2% of the community’s median household income.
- *Statewide Multi-Discharger Variance (MDV)*: A temporary variance from more stringent water quality-based effluent limits for phosphorus, which is available to communities statewide, except for those in a few counties. Eligibility is based on certain economic criteria. The effluent phosphorus limit under the variance is typically 1.0 mg/L (and 0.6 mg/L in the subsequent WPDES permit for many communities) for facilities utilizing lagoon-based treatment technology, and 0.8 mg/L or less for facilities utilizing other treatment technology including activated sludge. The MDV became an approved phosphorus compliance option in 2017 and is scheduled to expire in 2027; however, WDNR received approval from the U.S. EPA in September 2025 to extend the variance for another 10-year term (until September 2035).

Figure 32 shows a breakdown of the survey respondent’s planned method for complying with new effluent phosphorus limits.

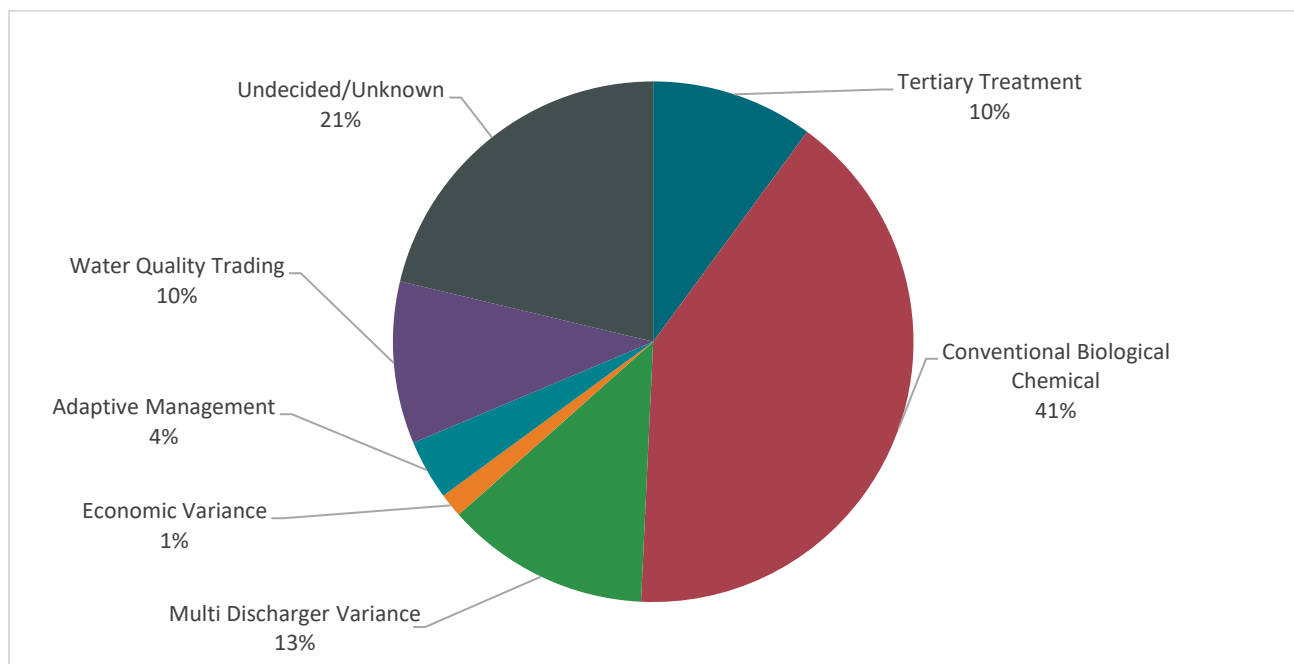


Figure 32: Respondent’s Planned Method for Phosphorus Compliance

Conventional biological and/or chemical treatment was the most popular option which is not surprising since biological or chemical phosphorus removal is the most cost-effective option where effluent phosphorus limits are not extremely stringent. Approximately 20% of the respondents indicated that they are “Undecided” or “Unknown” with respect to the method for future phosphorus compliance, down from 32% in the 2022 Survey. This may be due to the status of the phosphorus compliance schedule in some WPDES permits in which the respondent has not yet decided the method for obtaining final compliance with phosphorus regulations. The decline in “Unknown/Undecided” responses compared to the 2022 survey suggests that many communities have reached the end of their WPDES permit compliance schedules and were required to implement their final option for meeting phosphorus limits. It may also be due to the number of respondents who have obtained a MDV for

phosphorus, which is a temporary variance and will require final compliance with more stringent effluent phosphorus limits in the future by some method which has not yet been determined.

Figure 33 shows the planned method for compliance with phosphorus regulations, by population range. The numbers and percentage of survey respondents within each population range who indicated an “Undecided” or “Unknown” method of phosphorus compliance is greatest in the 1-500 population range.

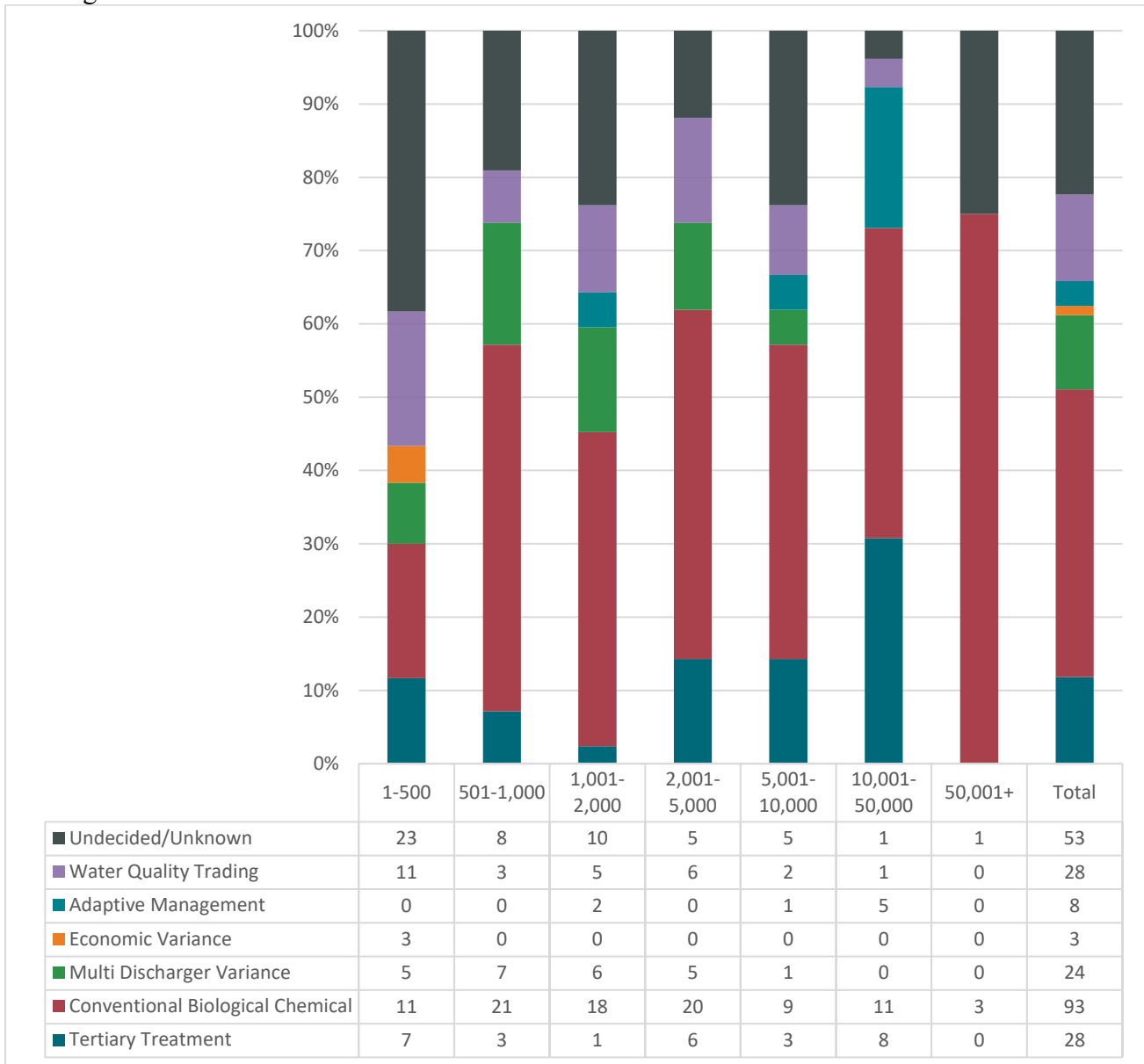


Figure 33: Respondent’s Planned Method for Phosphorus Compliance, by Population Range

Compliance with the new phosphorus regulations has associated capital costs and annual operating costs that will vary greatly by facility. The survey respondents who have achieved phosphorus compliance provided cost data.

Figure 34 shows the average capital cost for each compliance plan option and **Figure 35** shows the average annual operating cost for each option. Several communities utilize tertiary treatment to meet phosphorus limits, which was also the highest capital cost alternative in the 2022 Survey. These facilities

are intended to achieve very low effluent phosphorus concentrations and thus have very significant process equipment and a high chemical cost. The MDV has the lowest capital cost and operating cost, since the effluent limits under the MDV are not particularly stringent and can typically be met with a conventional chemical feed system, which many facilities already had in place before the implementation of water quality-based effluent phosphorus limits. Additionally, the communities utilizing an economic variance did not report the capital or operation and maintenance costs, shown in **Figure 34** and **35**.

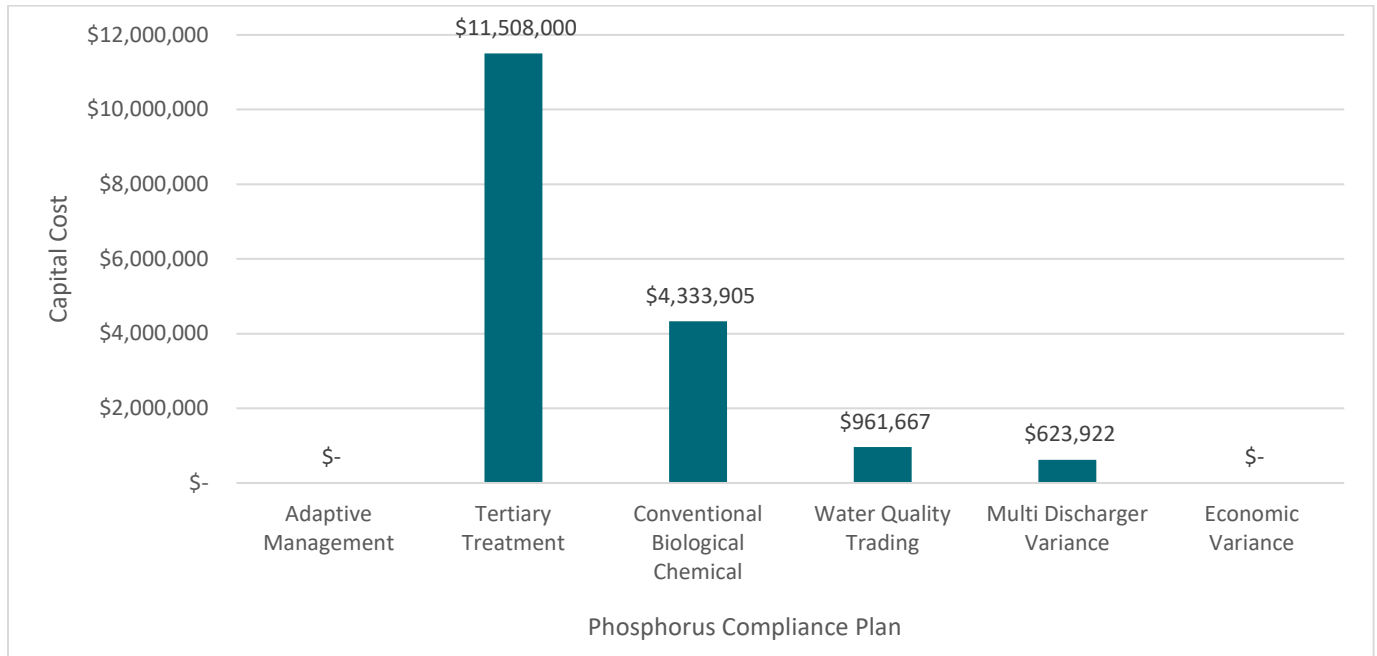


Figure 34: Average Capital Cost for Phosphorus Compliance, by Method

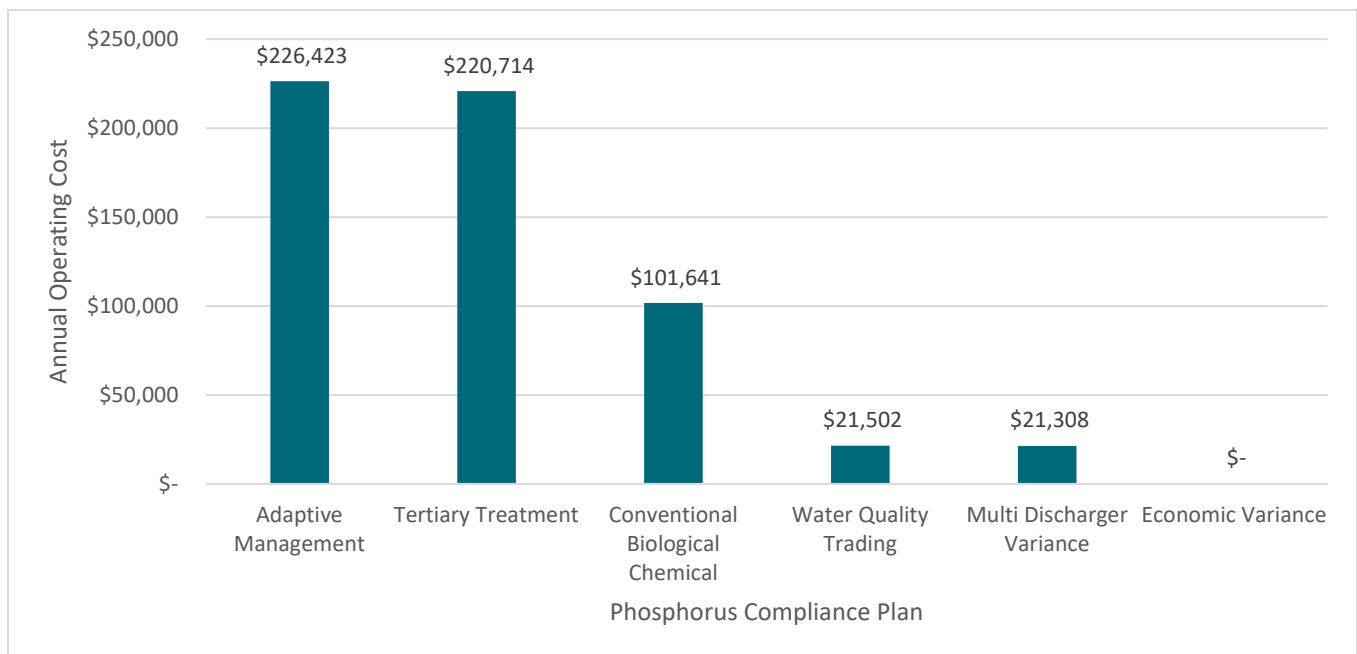


Figure 35: Average Annual Operating Cost of Phosphorus Compliance, by Method

The Wisconsin Department of Natural Resources has five regions, as shown in **Figure 36**, including: Northern, Northeast, South Central, Southeast, and West Central. The average of the 2025 Survey respondent’s expected capital cost and annual operating cost for phosphorus compliance is shown by region in **Figure 37** and **Figure 38**. The highest average capital cost and operation and maintenance cost is in the Southcentral region. The Northeast and Northern regions reported the lowest and second-lowest capital costs, respectively, which may be a result of TMDLs and the relative position of various communities within the watersheds. In some cases, this resulted in more achievable limits with conventional phosphorus removal technologies and systems already in place. This may also be due to a number of northern and northeast region communities that are still in the process of final compliance planning and have yet to identify or experience the related costs.



Figure 36: Map of Wisconsin DNR Regions

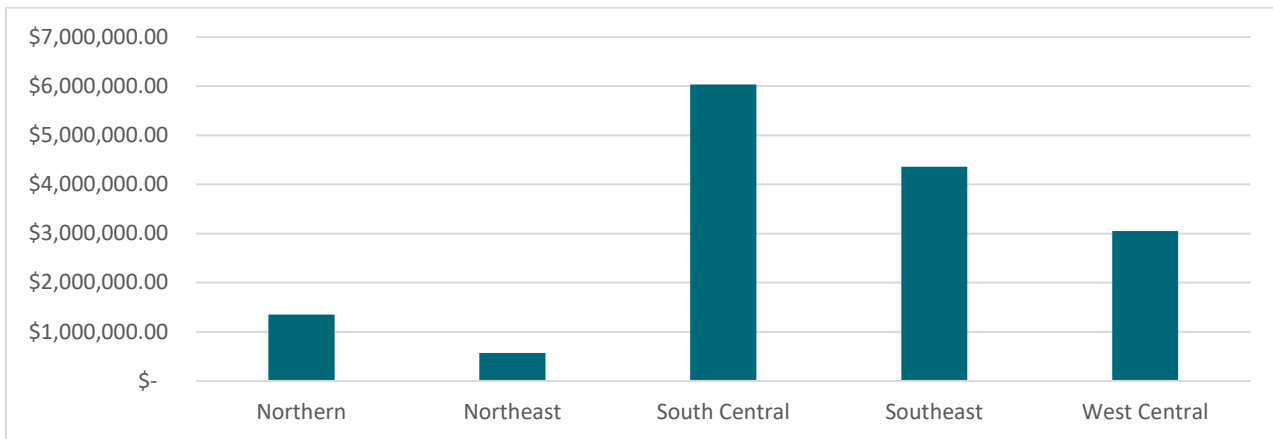


Figure 37: Average Capital Cost for Phosphorus Compliance, by WDNR Region

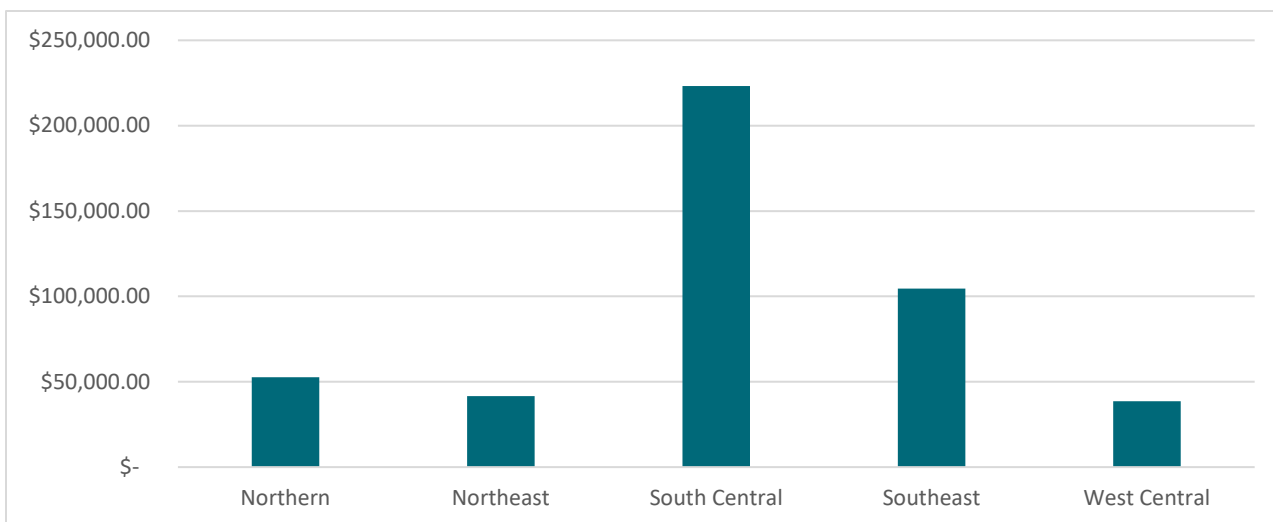


Figure 38: Average Annual Operating Cost for Phosphorus Compliance, by WDNR Region

IV. WATER RATES

The Public Service Commission of Wisconsin provided data with respect to the cost of potable water for the communities that responded to the 2024 Sewer User Charge Survey. **Figure 39** and **Figure 40** show the average annual cost, by population range for residential water service. **Figure 40** shows the average annual cost for residential water service water for each of the Sewer User Charge Surveys from 2004 to 2024. The cost for water has increased in all population ranges, with the exception of the 5,001-10,000 population group. The statewide average increase in the average cost for residential water service since 2004 is nearly 4% per year.

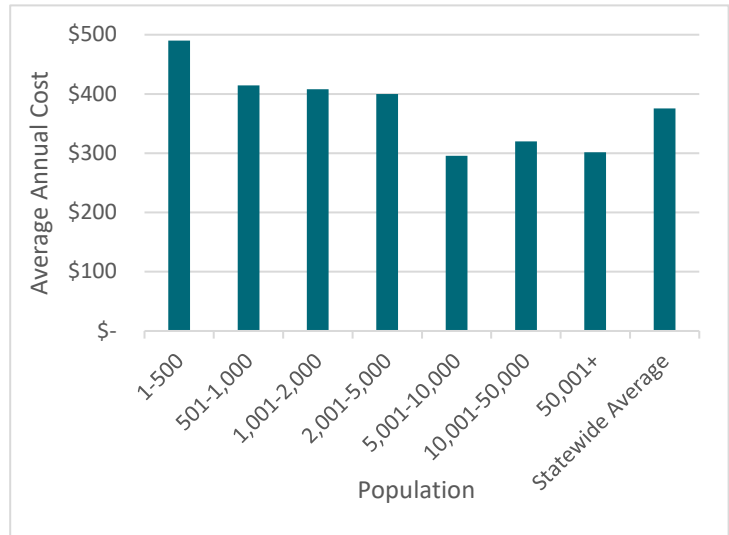


Figure 39: Average Annual Cost for Residential Water Service, by Population, Based on 55,000 Gallons per Year per Customer)

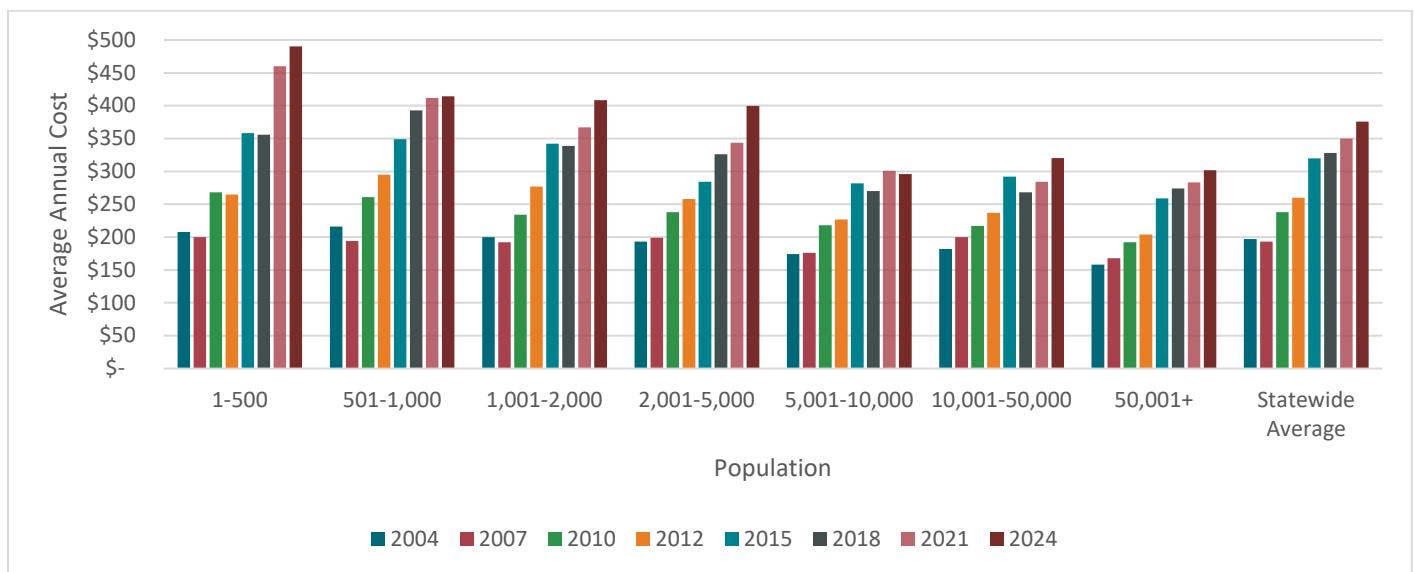


Figure 40: Average Annual Cost of Water by Population 2004-2024 (Based on 55,000 Gallons per Year per Customer)

Figure 41 shows, by population range, the average annual cost for residential sewer and water service. The average cost of residential sewer service is higher than that for water service, across all population ranges.

The average cost of residential water service is less dependent on population than is the average cost of sewer service, but the average cost of residential water service follows a consistent trend of decreasing as population increases.

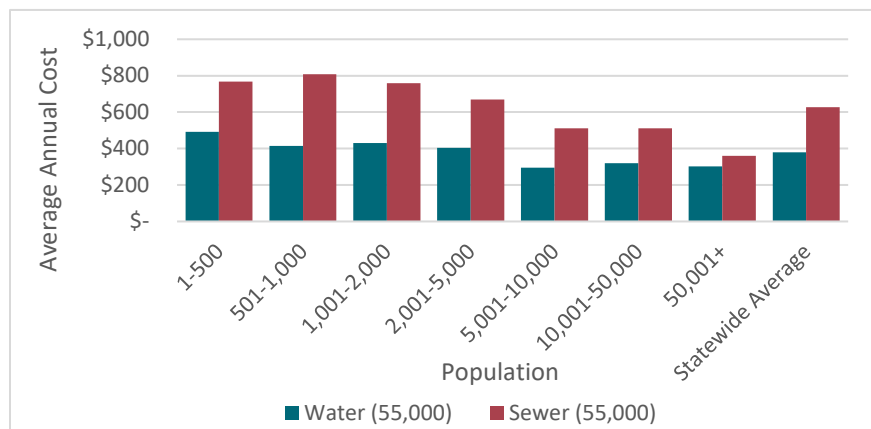


Figure 41: Average Annual Cost of Water and Sewer, by Population Range, Based on 55,000 GPY Use

V. AVAILABILITY OF FUNDING

Governmental agencies provide funding for wastewater projects in the form of grants and loans with subsidized interest rate. The three major governmental sources of funding for wastewater projects in Wisconsin include:

- Wisconsin Department of Natural Resources (WDNR) Clean Water Fund Program
- United States Department of Agriculture (USDA) Rural Development Water and Waste Grant and Loan Program
- Wisconsin Department of Administration (DOA) Community Development Block Grant Program for Public Facilities

The Federal Clean Water Act amendments of 1972 were responsible for many wastewater facility upgrades from the late-1970's through the mid-1980's. The United States Environmental Protection Agency (USEPA) provided grant funds that paid for the majority of construction costs for many treatment facilities built during that era. After 1990, federal grant funds were still available to some specific wastewater facility projects in the form of "earmarks" in the federal budget, but for the most part the USEPA funding for wastewater facility projects was made available through the federal budget in the form of annual USEPA grants to each State's revolving loan program.

The individual States are required to provide matching funds to increase the dollars available in their revolving loan program. The revolving loan program for wastewater facility funding in Wisconsin is administered by the WDNR as the Clean Water Fund (CWF) Program. The CWF Program provides loans at a subsidized interest rate, typically for a term of 20 years.

The CWF Program used to offer "Hardship Grants" for individual wastewater projects where the anticipated average cost for residential wastewater service was expected to exceed 2.0% of the community's median household income (MHI) and where the MHI was less than 80% of the statewide MHI. "Hardship Grants" under the CWF Program were discontinued after 2018. Around the same time, the program introduced principal forgiveness, which is the portion of the loan that does not need to be repaid.

The eligibility for "principal forgiveness" and the amount of "principal forgiveness" available to an individual project is determined based on a combination of population, economic factors, and project cost. The total amount of "principal forgiveness" that is made available statewide each year is determined by the annual USEPA allocation to Wisconsin in the federal budget.

Figure 42 shows the total amount of CWF Program "Hardship Grant" and "principal forgiveness" funding available for wastewater projects in Wisconsin in each year since 1997. Years 2022, 2023, 2024, and 2025 include base, supplemental, and emerging contaminants principal forgiveness. Supplemental principal forgiveness includes phosphorus, regionalization, and Build America Buy America (BABA) funds.

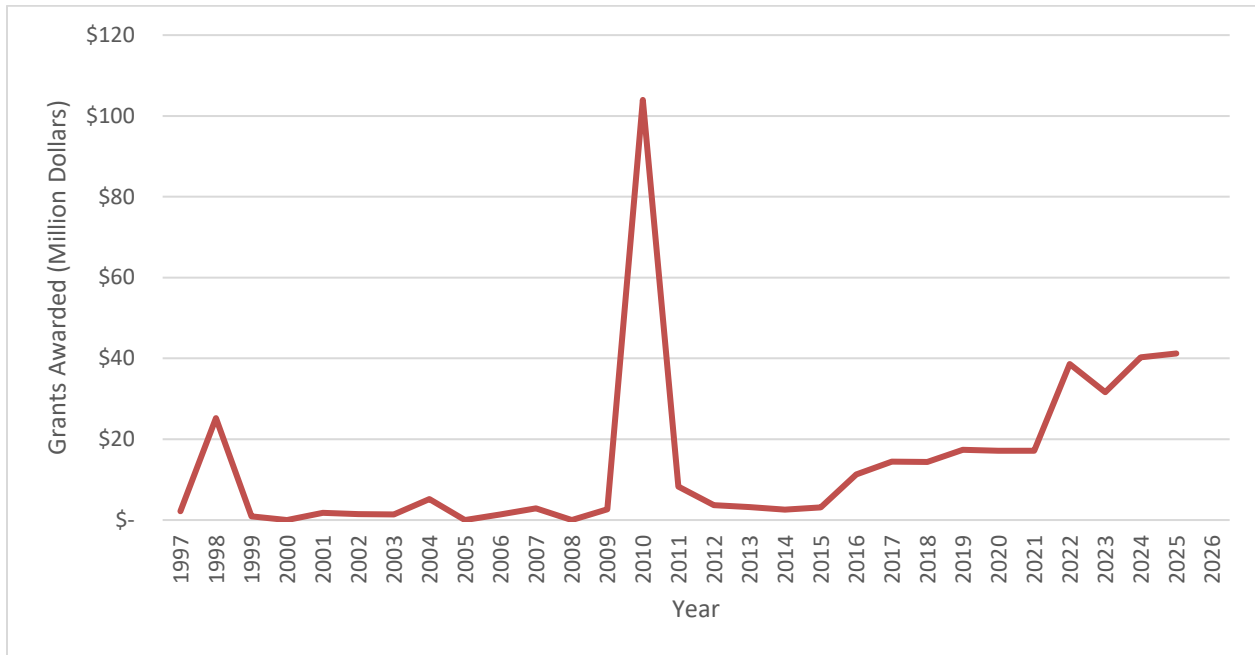


Figure 42: WDNR CWF Program Grant Amounts, 1997- 2025

USDA Rural Development (USDA-RD), formerly Farmers Home Administration, provides grants and loans at a subsidized interest and a typical term of 40 years to fund water and wastewater projects in communities with populations less than 10,000. The USDA-RD Water and Waste Program is administered by each of the state USDA-RD offices. The eligibility and amount of grant available to an individual project is based on USDA-RD determination of project affordability, which is largely based on project cost and the population and median household income of the community. The amount of grant and loan funds available to each State from USDA-RD each year is set by the Federal budget. **Figure 43** shows the USDA-RD obligation of grant funding to the State of Wisconsin for wastewater projects in each year since 1997. In 2021, \$42.4 million in USDA-RD grant funding was made available for wastewater funding in Wisconsin, by far the largest annual grant allocation. At the time of the 2025 Sewer User Charge report, the total grant and loan amount for USDA-RD wastewater projects was not available, due to USDA staff turnover and federal government shutdown. Future editions of this report will continue to incorporate updated USDA-RD wastewater funding data if the data becomes available.

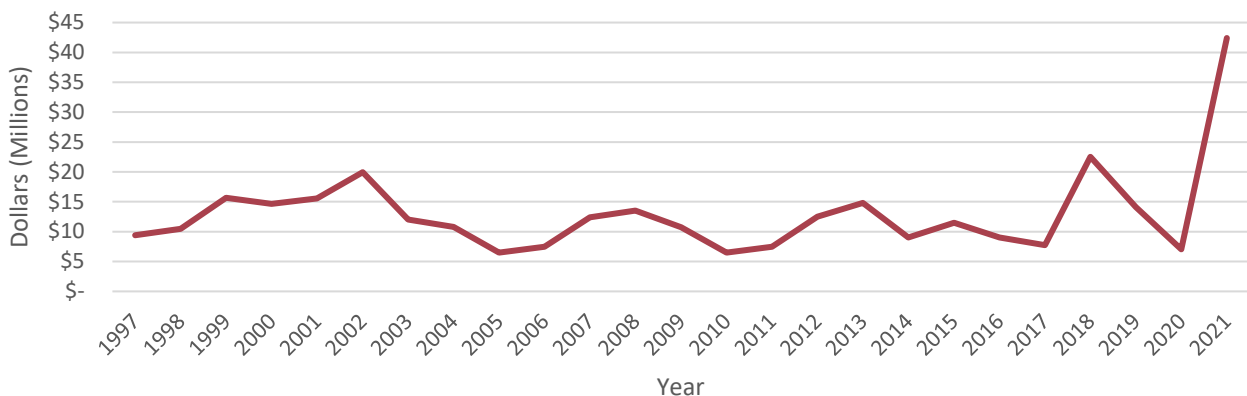


Figure 43: USDA-RD Grant Obligations for Wisconsin Wastewater Projects, 1997 to 2021

The Wisconsin Department of Administration (DOA) administers the Community Development Block Grant for Public Facilities (CDBG-PF) Program, which funds wastewater facility and other infrastructure projects in communities where a minimum of 51% of the residents benefiting from the project meet the definition of “low-to-moderate income.” Funding for the CDBG-PF Program is made available by the Federal budget through a grant from the U.S. Department of Housing and Urban Development (HUD). The number of wastewater projects that are funded each year and the grant dollars made available to each project is determined by Wisconsin DOA based on the available funding, DOA evaluation of project need, and economic and other factors in the community. The maximum amount of grant available to any individual project was historically \$500,000 but that amount was increased to \$750,000 several years ago then increased again in 2020 to \$1,000,000 per project. **Figure 44** shows the total amount of CDBG-PF dollars awarded to wastewater projects in Wisconsin in each year since 2013.

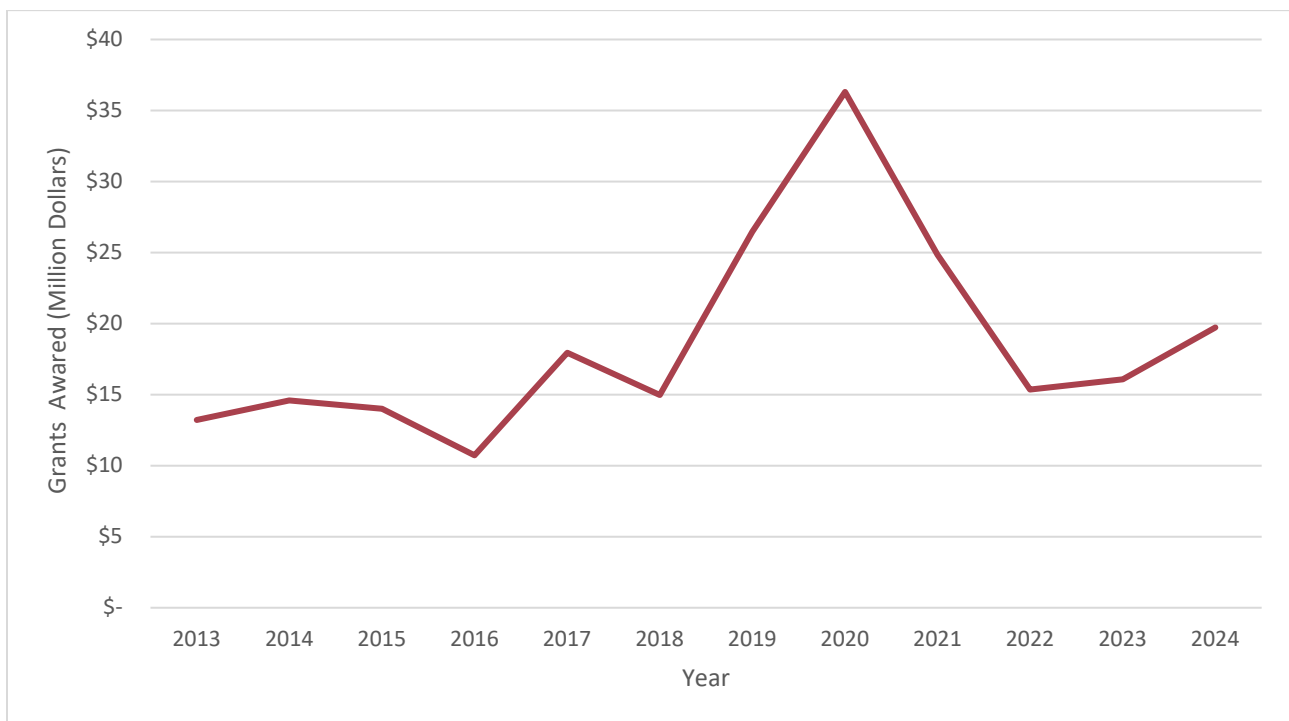


Figure 44: CDBG-PF Grant Awards, 2013 to 2024

VI. AFFORDABILITY

The governmental agencies administering the programs available for funding wastewater projects determine the eligibility for grant funding, and the amount of grant available to an individual project, based largely on the project need and the affordability of the project to the residents of the community. Affordability is based in large part on the expected average cost for residential sewer service as a result of the project and the median household income (MHI) in the community. **Figure 45** shows the average MHI in 2000, 2009, 2013, 2017, 2020, and 2025 by population range, for the respondents to the 2025 Survey.

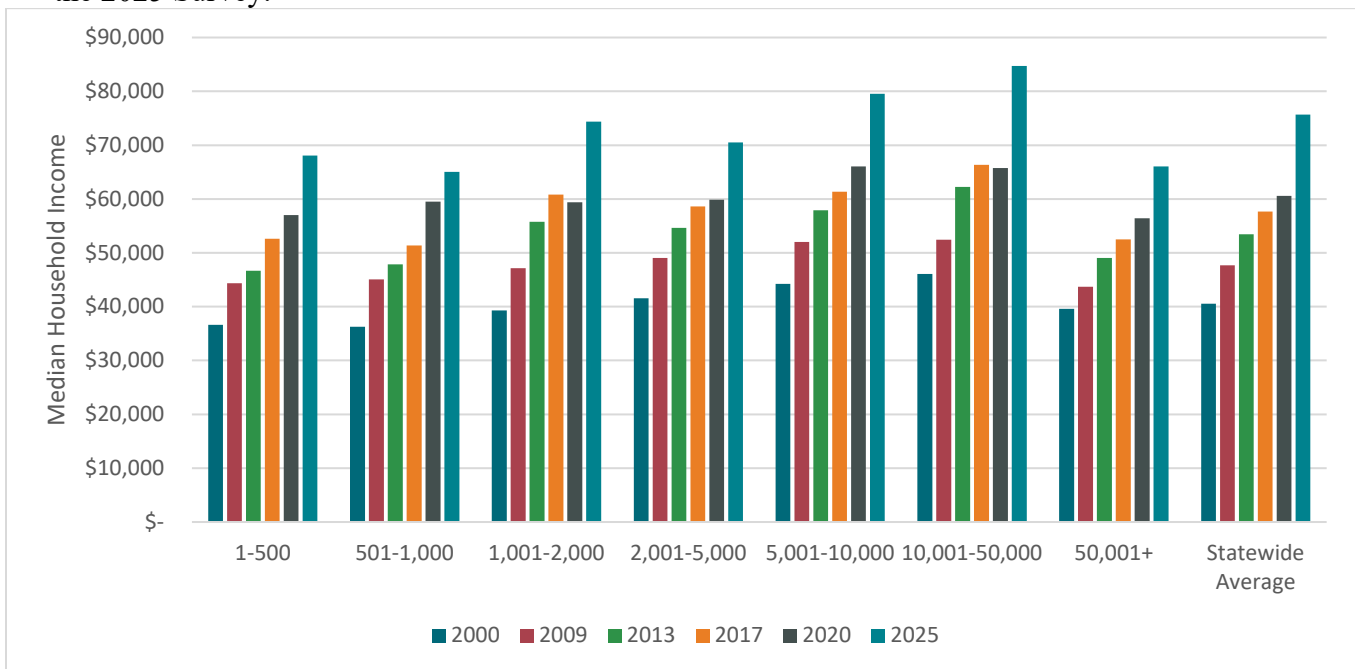


Figure 45: Average Median Household Income, by Population Range, 2000-2025

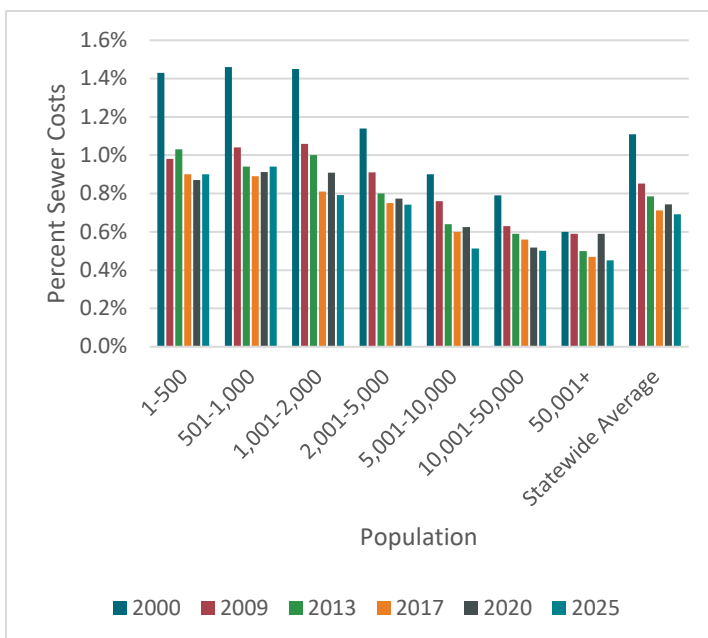


Figure 46 shows, by population range, the average cost for residential sewer service as a percent of community MHI, in 2000, 2009, 2013, 2017, 2020, and 2025. The average cost for residential sewer service as a percentage of MHI shows a general declining trend for all population ranges. This is likely due in large part to the increases in the average MHI, and suggests that, even though costs for providing wastewater service have increased, increases in sewer user charges on average have not kept pace with increases in MHI. In general, the average cost for residential sewer service as a percentage of MHI is higher in smaller communities.

Figure 46: Average Cost for Residential Sewer Service as a Percent of MHI, by Population Range. 2000-2025. Based on Actual Use

Figure 47 shows, by population range, the range of cost for residential sewer service in each community as a percentage of MHI, and the median of the range.

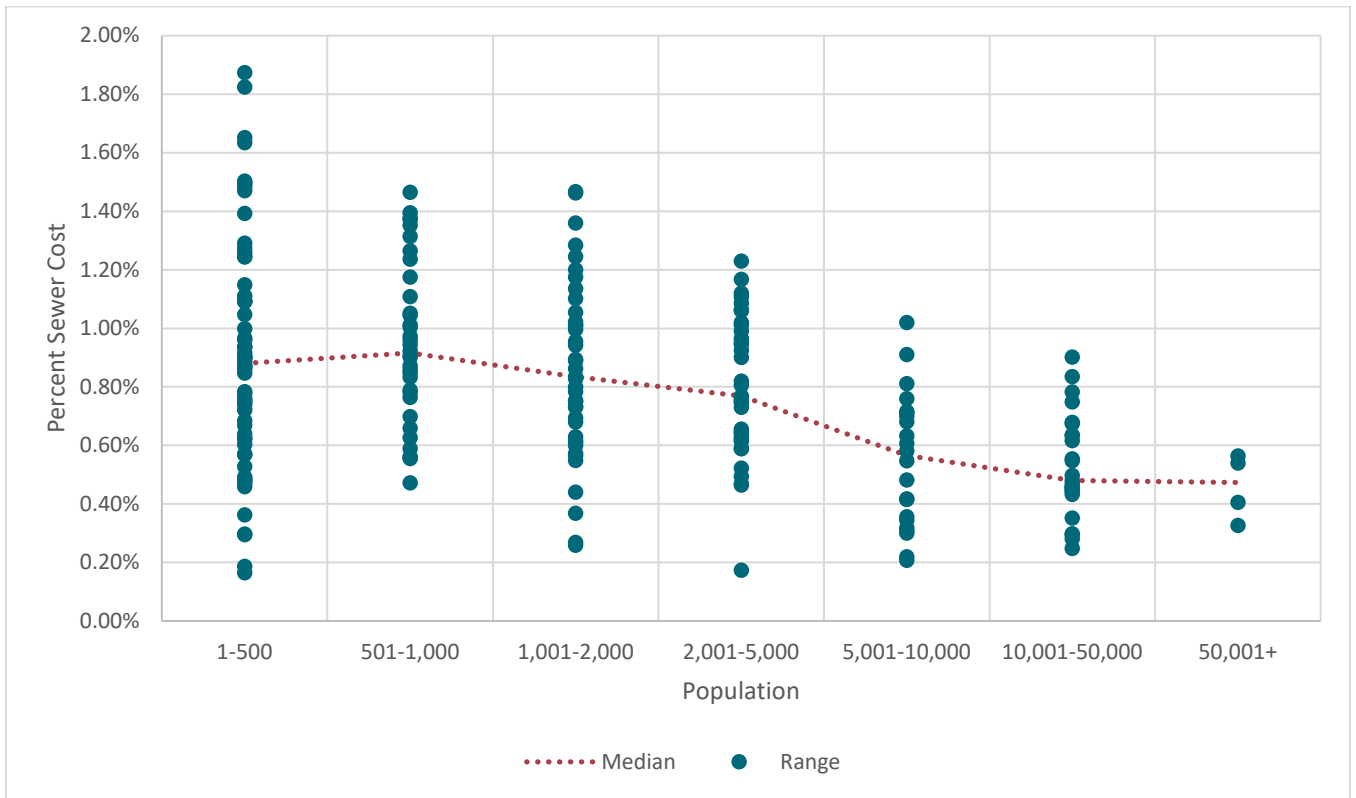


Figure 47: Residential Sewer Charges as a Percentage of MHI and Median, by Population, Based on Actual Use

VII. FUTURE NEEDS EVALUATION

The 2025 Survey requested information regarding the anticipated need for a sewer rate increase in the community, and the estimated percent increase in sewer rates. **Figure 48** and **Figure 49** show, by population range, the percentage of respondents who anticipated that a sewer rate increase would be necessary in 2025, and the average percent anticipated increase in sewer rate, respectively.

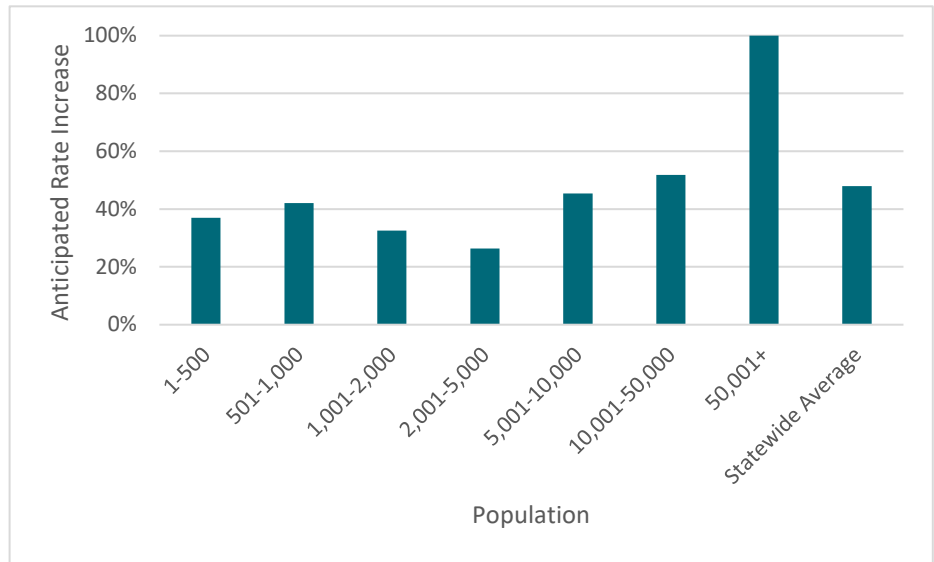


Figure 48: Percent of Respondents Anticipating a Sewer Rate Increase, by Population

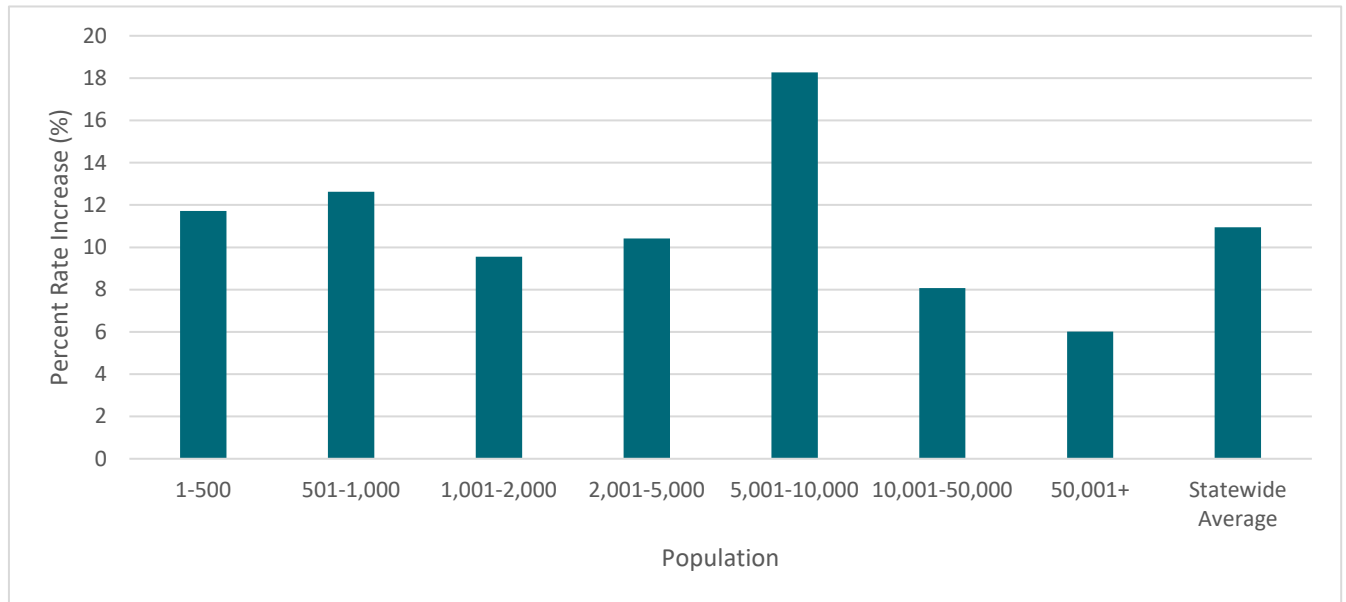


Figure 49: Average Anticipated Rate Increase, by Population

Figure 48 indicates that most of the larger communities expect a rate increase to be necessary in the near future. Across all population ranges, the average anticipated rate increase is quite uniform at approximately 11 percent, as shown in **Figure 49**. This is an increase from the 2022 survey, as at that time the expected average rate increase was 7 percent.

VIII. UTILITY COST COMPARISON

The average cost for residential sewer service varies greatly between communities statewide: however, on average, wastewater service remains one of the least costly utilities for the average household. **Figure 50** shows the average monthly cost per household for various utilities, and the average monthly cost per household for gasoline used by vehicles in 2025. On a statewide basis, the average cost per household for water service is the only utility less costly than sewer service.

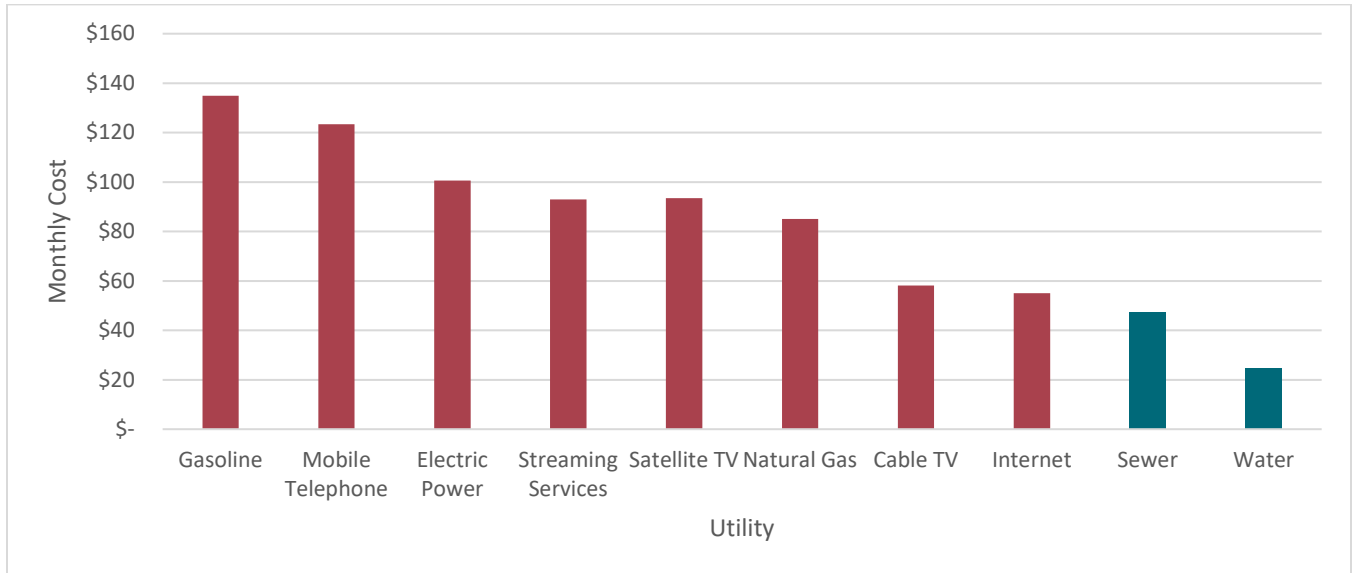


Figure 50: 2025 Estimated Average Monthly Cost for Various Utilities

2025 Utility Rates

Gasoline	\$135 1,000 miles per month, averaging at 24.5 mpg, and purchasing at \$3.304 per gallon
Telephone Mobile/Data	\$123 Average of 3 leading providers for average family (2.6 members) on an unlimited 5G LTE plan
Electric Power	\$101 Department of Energy - \$0.14305 per kilowatt hour with 703 kilowatts per household per month
Streaming Services	\$93 Average cost of 3 leading streaming services (internet cost included) with basic accounts and no ads
Natural Gas	\$85 Energy Information Association – 130,150 million cf annually to 1,861,281 customers at \$14.592/1,000 cf
Satellite TV	\$93 Average cost of 2 leading provider starter packs
Internet	\$55 Average of 2 leading providers for basic plans ranging in Mbps of high-speed internet
Cable TV	\$58 Cost of the leading provider
Sewer	\$47 MSA 2025 Wisconsin Sewer User Charge Survey (based on Actual Usage)
Water	\$25 PSC data on water rates (based on Actual Usage)

IX. APPENDICES

The following Appendices are provided to this 2025 Sewer User Charge Survey Report:

Summary Tab

2025 Sewer User Charge Survey Form
Sewer User Charges, Hook-up Fees, and Impact Fees

County Tab

Sewer and Water Charges in Individual Communities, by County

1-500 Tab

Information for Population Range 1-500

501-1,000 Tab

Information for Population Range 501-1,000

1,001-2,000 Tab

Information for Population Range 1,001-2,000

2,001-5000 Tab

Information for Population Range 2,001-5000

5,001-10,000 Tab

Information for Population Range 5,001-10,000

10,001-50,000 Tab

Information for Population Range 10,001-50,000

>50,000 Tab

Information for Population Range >50,001

2025 Wisconsin Sewer User Charge Survey

Return completed survey by March 14, 2025. There are three ways to return the survey:

- Fill out the survey online: tinyurl.com/2025SewerUserSurvey
- Email this survey to ratesurvey@msa-ps.com
- Mail this survey in the enclosed self-addressed, postage-paid envelope

General Information

Your Name/Title _____

Utility Name _____

City _____

Email _____

Phone _____

County _____

Population Served

The population of your community or population served by your sanitary district.

- 1-500 501-1,000 1,001-2,000 2,001-5,000 5,001-10,000 10,001-50,000 50,000+

Type of Sewer System

- City Sanitary District Village Other (please specify) _____

What year was your last major facility upgrade (yyyy)? _____

Rate Information

What is your billing frequency?

- Monthly (12/year) Bi-monthly (6/year)
 Quarterly (4/year) Annually (1/year)

What is your current Residential Fixed Fee sewer rate per your billing frequency indicated above?

\$ _____

What volume is included in this Residential Fixed Fee, if any?

_____ Cubic feet Gallons

What is your current Residential Volume Charge?

\$ _____ Per 1,000 Gallons
 Per 100 Cubic Feet

What year was your last sewer rate increase (yyyy)?

Do you anticipate a rate increase in 2025?

- No
 Yes _____% rate increase (approximate)

Which residential sewer connection fee do you charge?

- Hook-up Fee Impact Fee Neither/Unsure

What is your residential Hook-up or Impact fee charge?

\$ _____ Acre Equivalency Unit
 Meter Size Other

Treatment Technology

What type of treatment does your facility use?

Check all that apply.

- | | | |
|---|---|--|
| <input type="checkbox"/> Aerated Lagoon | <input type="checkbox"/> Stabilization Pond | <input type="checkbox"/> Conventional Activated Sludge |
| <input type="checkbox"/> Membrane Bioreactor | <input type="checkbox"/> Oxidation Ditch | <input type="checkbox"/> Package Plant |
| <input type="checkbox"/> Sequencing Batch Reactor | <input type="checkbox"/> Trickling Filter/Bio-Tower | <input type="checkbox"/> Rotating Biological Contactor |
| <input type="checkbox"/> Recirculating Sand Filter | <input type="checkbox"/> Moving Bed Bioreactor | <input type="checkbox"/> Deep Bed Sand Filter |
| <input type="checkbox"/> Traveling Bridge Sand Filter | <input type="checkbox"/> Disc Filter | <input type="checkbox"/> None/Regional Pump Station |

Plant Capacity

What is your design capacity?

Use MGD format. Example: 123,000 GPD equals 0.123 MGD

What is your current average daily flow?

Use MGD format. Example: 123,000 GPD equals 0.123 MGD

PLEASE RETURN SURVEY BY MARCH 14, 2025.

WWW.MSA-PS.COM | (800) 362-4505

2025 Wisconsin Sewer User Charge Survey

Hauled Waste

Do you accept hauled waste?

- No (If no, skip this section.)
- Yes

Do you accept holding tank waste?

- No
- Yes (If yes, what is your disposal charge?)
 - Per Load
 - Per 1000 Gallons

Do you accept septic tank waste?

- No
- Yes (If yes, what is your disposal charge?)
 - Per Load
 - Per 1000 Gallons

Biosolids (Sludge) Processing

Do you process sludge on site?

- Yes (Check all that apply.)
- No (Skip this section.)
- Aerobic Digestion
- Anaerobic Digestion
- Sludge Thickening
- Sludge Dewatering
- Biosolids/Sludge Drying
- Composting

Fate of biosolids? (Check all that apply.)

- Land Application (liquid)
- Landfill
- Land Application (cake solids)
- Incineration
- Contract Hauling/Storage

Which class of sludge/biosolids do you produce?

- (Check all that apply.)
- Class A
 - Class B
 - Neither

Do you foresee the need to produce Class A sludge/biosolids?

- Yes
- No
- Not applicable

High-strength Waste Charges

Do you assess a surcharge for high-strength or industrial wastes?

- No (If no, skip this section.)
- Yes

Which of the following high-strength wastes are you surcharging? Check all that apply:

- BOD
- TSS
- Nitrogen
- Phosphorus

How much per pound do you charge?

BOD \$ _____ per lb above _____ mg/l

TSS \$ _____ per lb above _____ mg/l

Nitrogen \$ _____ per lb above _____ mg/l

Phosphorus \$ _____ per lb above _____ mg/l

Phosphorus Compliance

Which Phosphorus Compliance option are you implementing or considering?

Check all that apply.

- Tertiary Treatment
- Conventional Biological/Chemical Treatment
- Water Quality Trading
- Adaptive Management
- Multi-Discharger Variance
- Economic Variance
- Undecided
- Unknown

If you have implemented a Phosphorus Compliance option, what is the estimated cost of the project?

Total Capital Cost: \$ _____

Annual Operating Cost: \$ _____

Comments

Thank you for filling out the 2025 Sewer User Charge survey. Share below any additional comments you have.

Need clarification on a question? Contact us: ratesurvey@msa-ps.com
Please return survey by March 14, 2025.



MSA 2025 Sewer User Charge Survey Summary								
	Statewide	1-500	501-1,000	1,001-2,000	2,001-5,000	5,001-10,000	10,001-50,000	50,001+
Number of Respondents	239	71	37	42	36	22	27	4
Annual Usage Charge:								
High	\$1,260	\$1,260	\$960	\$992	\$941	\$672	\$741	\$338
Average	\$550	\$613	\$597	\$588	\$538	\$408	\$425	\$298
Low	\$144	\$144	\$230	\$206	\$222	\$165	\$232	\$224
Annual Percent Change Since 1996 (55,000 gal/house/year)	5.8%	6.9%	6.3%	5.9%	5.5%	4.3%	5.2%	6.0%
Hook-Up Fee:								
Percent of Communities Charging	54%	56%	65%	57%	50%	59%	30%	50%
Average	\$1,941	\$1,962	\$1,445	\$2,325	\$1,285	\$3,113	\$1,850	\$2,516
High	\$24,000	\$17,000	\$6,802	\$13,500	\$6,000	\$24,000	\$4,685	\$3,281
Impact Fee:								
Percent of Communities Charging	5%	0%	0%	10%	8%	9%	11%	0%
Average	\$2,227	N/A	N/A	\$2,007	\$2,326	\$2,073	\$3,257	N/A
High	\$6,445	\$0	\$0	\$3,000	\$5,000	\$4,103	\$6,445	\$0

Adams

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Rome Water Utility	2,001-5,000	\$0	\$410	\$410
Average		\$0	\$410	\$410

Ashland

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Madeline Sanitary District	501-1,000	\$408		\$408
Average		\$408		\$408

Barron

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of Almena	1-500	\$297	\$264	\$561
Village of Dallas	1-500	\$449	\$224	\$673
Village of Haugen	1-500	\$302	\$158	\$461
Barron Light & Water	2,001-5,000	\$448		\$599
Chetek Waterworks	2,001-5,000	\$391	\$272	\$664
Rice Lake Utilities	5,001-10,000	\$165	\$211	\$377
Average		\$342	\$226	\$556

Bayfield

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Drummond Sanitary District	1-500	\$356	\$303	\$659
City of Bayfield	501-1,000	\$878		\$1,225
Average		\$617	\$303	\$942

Brown

Community	Population Category	Annual Sewer Cost	Annual Water Cost	Total Annual Utility Cost
Village of Greenleaf	1-500	\$592	\$348	\$940
Village of Pulaski	2,001-5,000	\$545	\$297	\$841
Village of Wrightstown Utilities	2,001-5,000	\$634	\$444	\$1,077
Village of Bellevue	10,001-50,000	\$367	\$348	\$715
City of Green Bay Department of Public Works	50,001+	\$338		\$568
Average		\$495	\$359	\$828

Buffalo

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Waumandee Sanitary District	1-500	\$603		\$603
City of Alma	501-1,000	\$696	\$212	\$908
Average		\$650	\$212	\$755

Burnett

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Town of Siren Sanitary District	1-500	\$770	\$161	\$931
Village of Siren Water & Sewer	501-1,000	\$529	\$247	\$776
Village of Webster	501-1,000	\$230	\$300	\$530
Village of Grantsburg Water Utility	1,001-2,000	\$429	\$274	\$703
Average		\$489	\$245	\$735

Calumet

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of Stockbridge - Sewer Utility	1-500	\$629	\$304	\$933
Sherwood Water & Sewer	2,001-5,000	\$834	\$453	\$1,288
Harrison Utilities	5,001-10,000	\$364	\$361	\$725
Average		\$609	\$373	\$982

Chippewa

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
City of Cornell	1,001-2,000	\$543	\$302	\$845
City of Stanley Wastewater	2,001-5,000	\$309	\$311	\$620
Average		\$426	\$306	\$732

Clark

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Chili Sanitary District	1-500	\$400		\$400
Curtiss Sewer Utility	1-500	\$558	\$287	\$845
Village of Dorchester	1-500	\$289	\$446	\$735
Colby Wastewater Treatment Facility	1,001-2,000	\$439	\$351	\$789
City of Abbotsford	2,001-5,000	\$579	\$427	\$1,006
Average		\$453	\$378	\$755

Columbia

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Randolph Sewer Plant	1,001-2,000	\$781	\$300	\$1,081
Average		\$781	\$300	\$1,081

Crawford

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
De Soto WWTP	1-500	\$429		\$429
Average		\$429		\$429

Dane

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Roxbury Sanitary District	1-500	\$570		\$570
Black Earth Utilities	1,001-2,000	\$988	\$309	\$1,297
Kegonsa Sanitary District	1,001-2,000	\$660		\$660
Pleasant Springs Sanitary District #1	1,001-2,000	\$736		\$736
Village of Dane	1,001-2,000	\$626	\$303	\$929
Village of Mazomanie	1,001-2,000	\$653	\$278	\$931
Village of Belleville	2,001-5,000	\$941	\$396	\$1,337
Village of McFarland	5,001-10,000	\$672	\$303	\$975
City of Sun Prairie	10,001-50,000	\$415	\$215	\$630
Stoughton Utilities	10,001-50,000	\$436	\$304	\$740
Waunakee Utilities	10,001-50,000	\$557	\$221	\$778
Average		\$659	\$291	\$871

Dodge

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Clyman Utility Commission	1-500	\$1,078	\$185	\$1,263
Leroy Sanitary District	1-500	\$144	\$194	\$338
Lowell Municipal Water & Sewer	1-500	\$1,028	\$296	\$1,324
Village of Brownsville	1-500	\$493	\$438	\$931
Horicon	2,001-5,000	\$308	\$406	\$714
Juneau Utility	2,001-5,000	\$752	\$261	\$1,013
Lomira Sewer	2,001-5,000	\$679	\$436	\$1,115
Columbus Wastewater	5,001-10,000	\$608	\$343	\$952
Mayville Utilities	5,001-10,000	\$605	\$305	\$910
Waupun Utilities	10,001-50,000	\$306	\$340	\$646
Average		\$600	\$320	\$921

Door

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Egg Harbor Utilities	1-500	\$680		\$680
Baileys Harbor WWTP	1,001-2,000	\$560		\$560
Village of Sister Bay	1,001-2,000	\$847	\$192	\$1,038
Sturgeon Bay Utilities	5,001-10,000	\$432	\$265	\$698
Average		\$630	\$228	\$744

Douglas

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Gordon Sanitary District #1	1-500	\$260		\$260
Lake Nebagamon Sewer	1-500	\$504		\$504
Poplar WWTF	1-500	\$1,176		\$1,176
Upper St. Croix Lake Sanitary District	1-500	\$800		\$800
Village of Solon Spring WWTF	501-1,000	\$340		\$340
Village of Superior	501-1,000	\$496		\$496
City of Superior Utilities	10,001-50,000	\$475		\$475
Average		\$579	#DIV/0!	\$579

Dunn

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of Ridgeland	1-500	\$340		\$340
Village of Wheeler	1-500	\$918	\$495	\$1,413
Boyceville Utility	501-1,000	\$311	\$155	\$466
Village of Colfax	1,001-2,000	\$328	\$277	\$606
City of Menomonie Wastewater Utility	10,001-50,000	\$243	\$154	\$398
Average		\$428	\$270	\$644

Eau Claire

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of Fall Creek	1,001-2,000	\$906	\$452	\$1,359
Average		\$906	\$452	\$1,359

Fond du Lac

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Fairwater Utility	1-500	\$738	\$251	\$989
Village of Oakfield	1-500	\$627	\$382	\$1,009
Village of Rosendale	1,001-2,000	\$792		\$792
City of Ripon	5,001-10,000	\$402	\$251	\$653
Average		\$640	\$295	\$861

Forest

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Crandon Water & Sewer Utility	1,001-2,000	\$406	\$249	\$655
Average		\$406	\$249	\$655

Grant

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Bagley WWTP	1-500	\$459	\$256	\$716
Jamestown Sanitary District #2	1-500	\$800	\$250	\$1,050
Village of Mount Hope	1-500	\$471	\$332	\$803
Dickeyville WWTP	501-1,000	\$681	\$258	\$939
Average		\$603	\$274	\$877

Green

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Albany Wastewater	501-1,000	\$423	\$272	\$695
Village of Brooklyn	1,001-2,000	\$959	\$224	\$1,184
City of Brodhead WWTF	2,001-5,000	\$555	\$165	\$720
Average		\$646	\$221	\$866

Green Lake

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Green Lake Waterworks	1-500	\$598	\$263	\$861
Little Green Lake Protection and Rehabilitation District	1-500	\$1,123		\$1,123
Average		\$861	\$263	\$992

Iowa

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of Arena	501-1,000	\$617		\$617
Average		\$617	#DIV/0!	\$617

Iron

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Hurley Sewer Utility	1,001-2,000	\$617	\$453	\$1,070
Mercer Sanitary Dist. #1	1,001-2,000	\$534	\$260	\$794
Average		\$576	\$356	\$932

Jackson

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of Merrilan	1-500	\$1,010	\$486	\$1,496
Black River Falls Municipal Utilities	2,001-5,000	\$371	\$252	\$623
Average		\$690	\$369	\$1,059

Jefferson

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of Palmyra	1,001-2,000	\$492	\$189	\$681
Consolidated Koshkonong Sanitary District	2,001-5,000	\$433		\$433
Johnson Creek Water Utilities	2,001-5,000	\$581	\$264	\$845
Lake Geneva Utility Commission	5,001-10,000	\$261	\$162	\$423
Average		\$442	\$205	\$595

Juneau

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
City of New Lisbon	1,001-2,000	\$367	\$395	\$762
City of Mauston	2,001-5,000	\$451	\$255	\$707
Average		\$409	\$325	\$734

Kenosha

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of Paddock Lake Sewer Services	2,001-5,000	\$842	\$532	\$1,374
Kenosha Water Utility	50,001+	\$224	\$249	\$473
Average		\$533	\$391	\$924

La Crosse

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of Rockland Water and Sewer	1-500	\$587	\$303	\$890
City of Onalaska	10,001-50,000	\$299	\$230	\$529
Average		\$443	\$266	\$710

Lafayette

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of South Wayne	1-500	\$569	\$376	\$945
Belmont Light & Water	501-1,000	\$696	\$168	\$864
Village of Darlington Municipal Water and Sewer	2,001-5,000	\$732	\$0	\$732
Average		\$666	\$181	\$847

Langlade

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of White Lake	1-500	\$393	\$376	\$769
City of Antigo Utilities	5,001-10,000	\$272	\$232	\$504
Average		\$332	\$304	\$637

Lincoln

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Town of Russel	1-500	\$660		\$660
City of Tomahawk	2,001-5,000	\$491	\$180	\$671
Merrill Wastewater Utility	5,001-10,000	\$355	\$229	\$584
Average		\$502	\$204	\$638

Manitowoc

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Liberty Sanitary District No. 1	1-500	\$360	\$231	\$591
Maribel Water & Sewer	1-500	\$1,063	\$258	\$1,321
Rockland Sanitary District #1	1-500	\$1,140		\$1,140
ST NAZIANZ WASTEWATER TREATMENT FACILITY	1-500	\$930	\$314	\$1,244
Valders Public Utilities	501-1,000	\$619	\$192	\$810
Village of Francis Creek	501-1,000	\$480		\$480
City of Two Rivers	10,001-50,000	\$490	\$316	\$807
Manitowoc Public Utilities	10,001-50,000	\$394	\$144	\$539
Average		\$685	\$243	\$867

Marathon

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of Edgar	501-1,000	\$643	\$250	\$893
Athens Wastewater Treatment Facility	1,001-2,000	\$587	\$455	\$1,041
Stratford Water & Electric	1,001-2,000	\$448	\$378	\$826
Village of Rothschild	1,001-2,000	\$524	\$303	\$826
Village of Spencer	1,001-2,000	\$458	\$414	\$872
Rib Mountain Water Utility	5,001-10,000	\$310	\$197	\$507
Village of Kronenwetter	5,001-10,000	\$446	\$209	\$655
Wausau Waterworks-Wastewater	10,001-50,000	\$417	\$295	\$712
Average		\$479	\$313	\$792

Marinette

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Wausaukee Water & Sewer	1-500	\$487	\$236	\$722
Niagara Water Dept	1,001-2,000	\$588	\$250	\$838
Average		\$537	\$243	\$780

Marquette

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of Oxford Sewer UTI	1-500	\$300		\$300
City of Montello	501-1,000	\$426	\$284	\$710
Village of Westfield	1,001-2,000	\$414		\$414
Average		\$380	\$284	\$475

Milwaukee

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of River Hills	1,001-2,000	\$534		\$534
Fox Point Public Works	5,001-10,000	\$292	\$360	\$652
Village of Whitefish Bay	10,001-50,000	\$384	\$236	\$620
Average		\$403	\$298	\$602

Monroe

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of Kendall	1-500	\$688	\$363	\$1,051
Village of Warrens	501-1,000	\$729	\$404	\$1,133
Average		\$709	\$384	\$1,092

Oconto

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
PSD #1	1-500	\$768		\$768
Suring Water & Sewer	1-500	\$509	\$600	\$1,109
City of Gillett Wastewater Treatment Plant	1,001-2,000	\$521	\$202	\$723
City of Oconto	2,001-5,000	\$476	\$218	\$695
Average		\$569	\$340	\$824

Oneida

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Lake Tomahawk Sanitary District	1-500	\$475		\$475
Three Lakes Sanitary Dist. #1	1-500	\$946	\$259	\$1,205
Lakeland Sanitary District #1	1,001-2,000	\$340	\$130	\$470
Average		\$587	\$195	\$717

Outagamie

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
SHIOCTON UTILITIES	501-1,000	\$429	\$238	\$668
Village of Black Creek	1,001-2,000	\$645	\$205	\$850
Hortonville	2,001-5,000	\$447	\$272	\$719
Grand Chute Sanitary District 2	10,001-50,000	\$232	\$376	\$608
Village of Little Chute	10,001-50,000	\$351	\$220	\$572
Appleton Wastewater	50,001+	\$314	\$316	\$630
Average		\$403	\$271	\$674

Ozaukee

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of Newburg Wastewater	1,001-2,000	\$816		\$816
Cedarburg Water Recycling Center	10,001-50,000	\$741	\$335	\$1,076
Grafton Waterworks	10,001-50,000	\$694	\$192	\$886
WWTP- City of Port Washington	10,001-50,000	\$504	\$310	\$813
Average		\$689	\$279	\$898

Pepin

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Pepin Water Works	501-1,000	\$685	\$287	\$972
Average		\$685	\$287	\$972

Pierce

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of Bay City	1-500	\$1,107	\$406	\$1,513
Average		\$1,107	\$406	\$1,513

Polk

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Cushing Sanitary District	1-500	\$520		\$520
Village of Dresser	501-1,000	\$875	\$248	\$1,123
Village of Luck	1,001-2,000	\$507	\$190	\$697
City of Amery	2,001-5,000	\$756	\$146	\$902
Average		\$665	\$194	\$810

Portage

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Almond Village Sewer Utility	1-500	\$207		\$207
Rosholt Sewer Commission	1-500	\$390		\$390
Village of Junction City	1-500	\$355	\$626	\$981
Village of Plover Wastewater Utility	10,001-50,000	\$248	\$210	\$458
Average		\$300	\$418	\$509

Price

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Fifield Sanitary District	1-500	\$364	\$286	\$650
Park Falls Utility	2,001-5,000	\$514	\$468	\$981
Average		\$439	\$377	\$816

Racine

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of North Bay	1-500	\$227		\$227
Village of Yorkville Sewer Utility	501-1,000	\$723		\$723
Village of Union Grove	2,001-5,000	\$444	\$427	\$871
Sturtevant Sewer Utility	5,001-10,000	\$592		\$592
Racine Wastewater Utility	50,001+	\$314	\$246	\$560
Average		\$460	\$336	\$594

Richland

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Boaz Sewer Utility	1-500	\$660		\$660
Sextonville Waterworks	1-500	\$520	\$169	\$689
Average		\$590	\$169	\$675

Rock

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
City of Edgerton	5,001-10,000	\$533	\$252	\$786
City of Milton	5,001-10,000	\$408	\$219	\$627
Average		\$471	\$236	\$706

Rusk

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Hawkins Waterworks	1-500	\$378		\$816
Average		\$378	#DIV/0!	\$816

Sauk

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Lake Delton Utility	2,001-5,000	\$222	\$240	\$461
Sauk City Utilities	5,001-10,000	\$264	\$265	\$528
Average		\$243	\$252	\$495

Sawyer

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of Winter	1-500	\$627	\$343	\$970
Average		\$627	\$343	\$970

Shawano

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Caroline Sanitary	1-500	\$500		\$500
Village of Tigerton	501-1,000	\$476	\$312	\$788
Gresham Municipal Utilities	501-1,000	\$660	\$530	\$1,189
Bonduel	1,001-2,000	\$770	\$305	\$1,075
Shawano Lake Sanitary District	5,001-10,000	\$310	\$96	\$405
Average		\$543	\$311	\$791

Sheboygan

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Sanitary District #1 - Town of Lyndon	1-500	\$800	\$164	\$964
Gibbsville Sanitary District	501-1,000	\$960		\$960
Town of Wilson Sanitary District No 1	1,001-2,000	\$372		\$372
Kohler Water/Sewer	2,001-5,000	\$235	\$357	\$592
Village of Oostburg	2,001-5,000	\$654	\$304	\$958
Town of Sheboygan San 2&3	5,001-10,000	\$200		\$200
Northern Moraine Utility Commission	10,001-50,000	\$322		\$322
Average		\$506	\$275	\$624

St. Croix

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Emerald Glenwood SD #1	1-500	\$275		\$275
Village Of Deer Park	1-500	\$840		\$840
Baldwin Waste Water	2,001-5,000	\$776	\$211	\$987
Somerset Utilities	2,001-5,000	\$756	\$351	\$1,106
City of New Richmond	10,001-50,000	\$420	\$220	\$641
Hudson Public Utilities	10,001-50,000	\$273	\$136	\$409
Average		\$557	\$230	\$710

Taylor

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Chelsea Sanitary District	1-500	\$677		\$677
Village of Gilman	1-500	\$525	\$485	\$1,010
Rib Lake Sewer Utility	501-1,000	\$818	\$239	\$1,058
Village of Stetsonville	501-1,000	\$690	\$613	\$1,303
Medford wastewater	2,001-5,000	\$313		\$517
Average		\$605	\$446	\$913

Trempealeau

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
City of Blair	1,001-2,000	\$456	\$287	\$743
Osseo Wastewater Treatment Facility	1,001-2,000	\$779	\$633	\$1,412
Strum Municipal Utilities	1,001-2,000	\$710	\$311	\$1,021
Arcadia Water & Wastewater Utility	2,001-5,000	\$385	\$329	\$714
Average		\$583	\$390	\$972

Vernon

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Coon Valley Sewer Utility	501-1,000	\$647	\$473	\$1,120
Average		\$647	\$473	\$1,120

Vilas

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Land O Lakes Sanitary District #1	1-500	\$640	\$375	\$1,015
Phelps Sanitary District	501-1,000	\$663	\$454	\$1,117
Eagle River Light & Water Dept/City of Eagle River	1,001-2,000	\$392	\$213	\$605
Average		\$565	\$348	\$912

Walworth

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Sharon Water Works & Sewer System	501-1,000	\$832	\$374	\$1,206
Town of Lyons Sanitary District No. 2	1,001-2,000	\$992		\$992
Average		\$912	\$374	\$1,099

Washburn

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Village of Birchwood	1-500	\$530	\$356	\$886
Village of Minong	501-1,000	\$283	\$261	\$544
Average		\$406	\$309	\$715

Washington

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Wallace Lake Sanitary District	1-500	\$1,260		\$1,260
Allenton Sanitary District	501-1,000	\$595	\$199	\$795
Jackson Sewer Utility	5,001-10,000	\$582	\$226	\$809
Water Pollution Control Facility	10,001-50,000	\$426		\$426
Average		\$716	\$213	\$822

Waukesha

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Blackhawk Area Sanitary District	1-500	\$940		\$940
VILLAGE OF BUTLER SEWER UTILITY	1,001-2,000	\$554	\$474	\$1,028
Town of Brookfield - Sanitary District #4	5,001-10,000	\$359		\$563
City of Brookfield	10,001-50,000	\$618	\$316	\$934
Oconomowoc Wastewater Facility	10,001-50,000	\$580	\$333	\$913
Village of Sussex Sewer Utility	10,001-50,000	\$523	\$402	\$925
Average		\$595	\$382	\$884

Waupaca

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
City of Manawa	1,001-2,000	\$206	\$273	\$479
Waupaca WWTF	5,001-10,000	\$537	\$180	\$717
Average		\$371	\$227	\$598

Waushara

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Plainfield WWTF	501-1,000	\$691	\$233	\$925
Wastewater Treatment Plant	501-1,000	\$547		\$547
Berlin Sewer & Water	2,001-5,000	\$523	\$288	\$810
City of Wautoma	2,001-5,000	\$402	\$275	\$677
Average		\$541	\$265	\$740

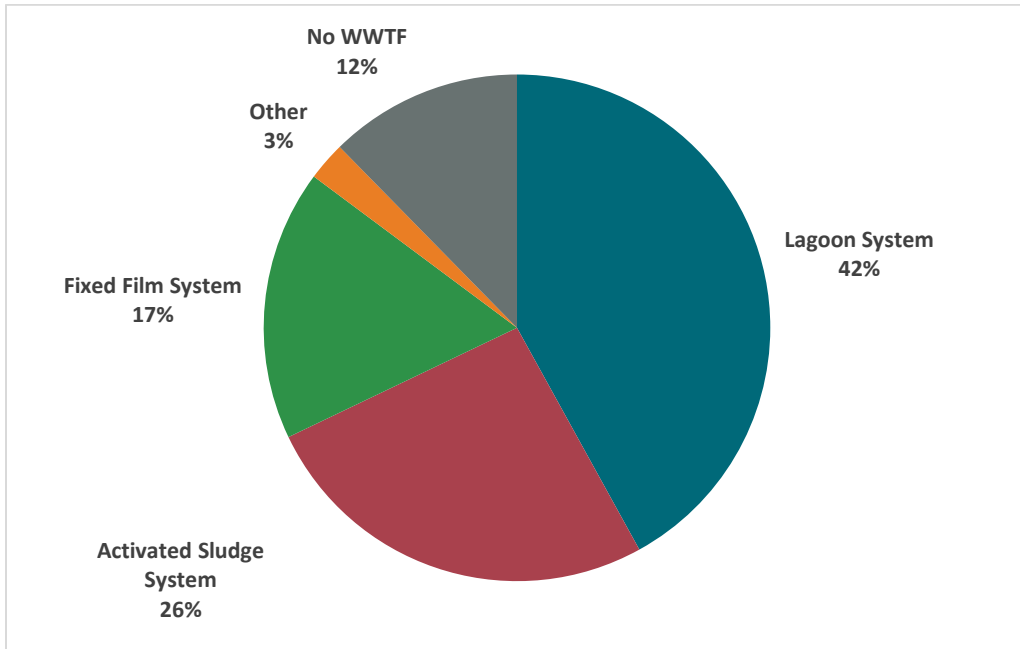
Winnebago

Community	Population Category	Annual Sewer Cost (Based on	Annual Water Cost (Based on	Total Annual Utility Cost
Larsen-Winchester Sanitary District	501-1,000	\$597		\$597
Town of Black Wolf Sanitary District #1	1,001-2,000	\$440		\$440
City of Omro Sanitary District	2,001-5,000	\$519	\$338	\$856
Average		\$519	\$338	\$631

Wood

Community	Population Category	Average Annual Sewer Charge	Average Annual Water Charge	Total Annual Utility Cost
Blenker-Sherry Sanitary District	1-500	\$696		\$696
Pittsville Water & Sewer Dept.	1-500	\$450	\$399	\$850
Village of Arpin Sewer Utility	1-500	\$700		\$700
Biron Waterworks	501-1,000	\$810	\$361	\$1,170
Vesper Municipal Water And Sewer Utility	501-1,000	\$540	\$166	\$705
Village of Auburndale Sewer Department	501-1,000	\$380		\$380
City of Nekoosa	2,001-5,000	\$530	\$382	\$911
Marshfield Wastewater Plant	10,001-50,000	\$403	\$282	\$685
Wisconsin Rapids WWTF	10,001-50,000	\$344	\$244	\$588
Average		\$539	\$306	\$743

*Figure 1-A: Breakdown of Respondents by Treatment Type
Population 1-500*



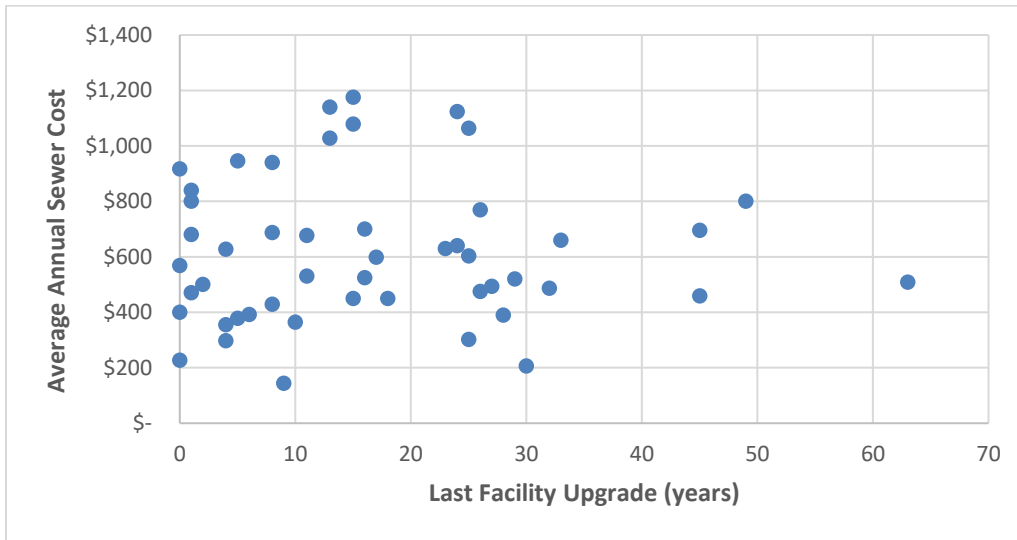
Description:

This graph shows treatment facilities as a percentage of communities

Key Points:

- The majority of communities with a population of 1-500 use lagoon systems (aerated lagoons and stabilization ponds) and activated sludge systems most frequently.

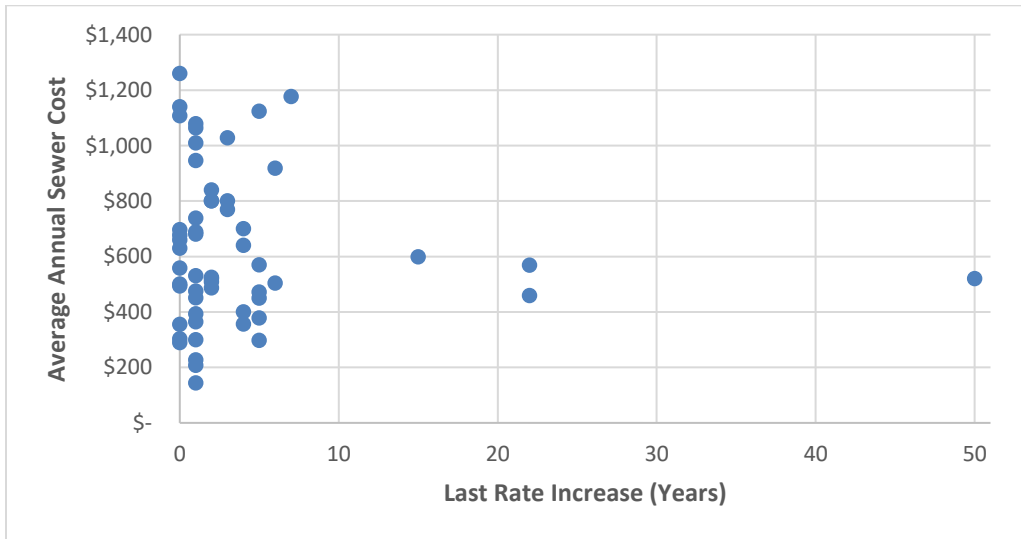
Figure 2-A: Average Annual Sewer Cost vs. Last Facility Upgrade
Population 1-500



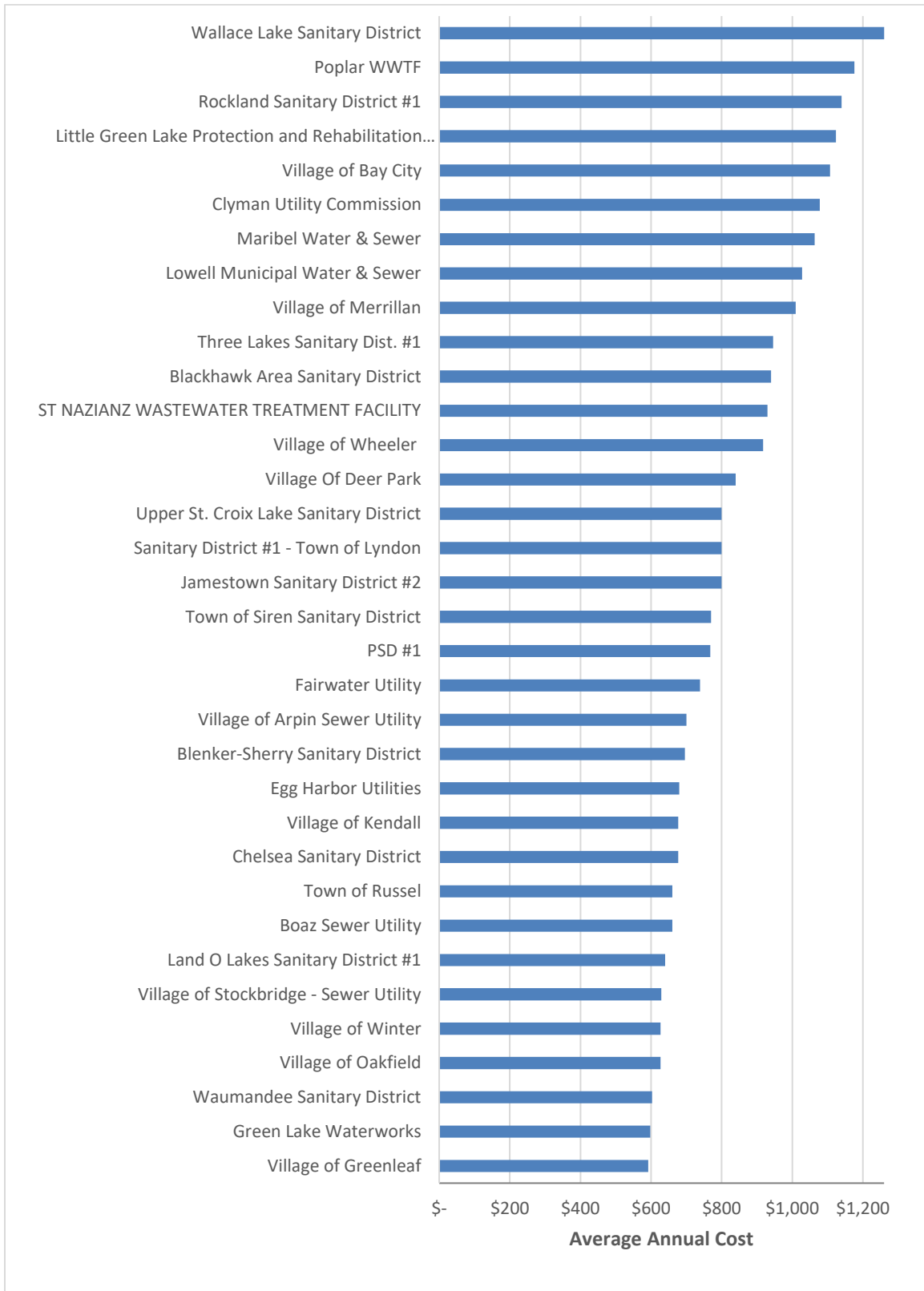
Description:

This graph compares the average annual sewer utility cost to the number of years since the last facility upgrade.

Figure 3-A: Average Annual Sewer Cost vs. Last Rate Increase
Population 1-500



**Figure 4-A: Total Average Annual Sewer Charge
Population 1-500**



**Figure 4-A (continued): Total Average Annual Sewer Charge
Population 1-500**

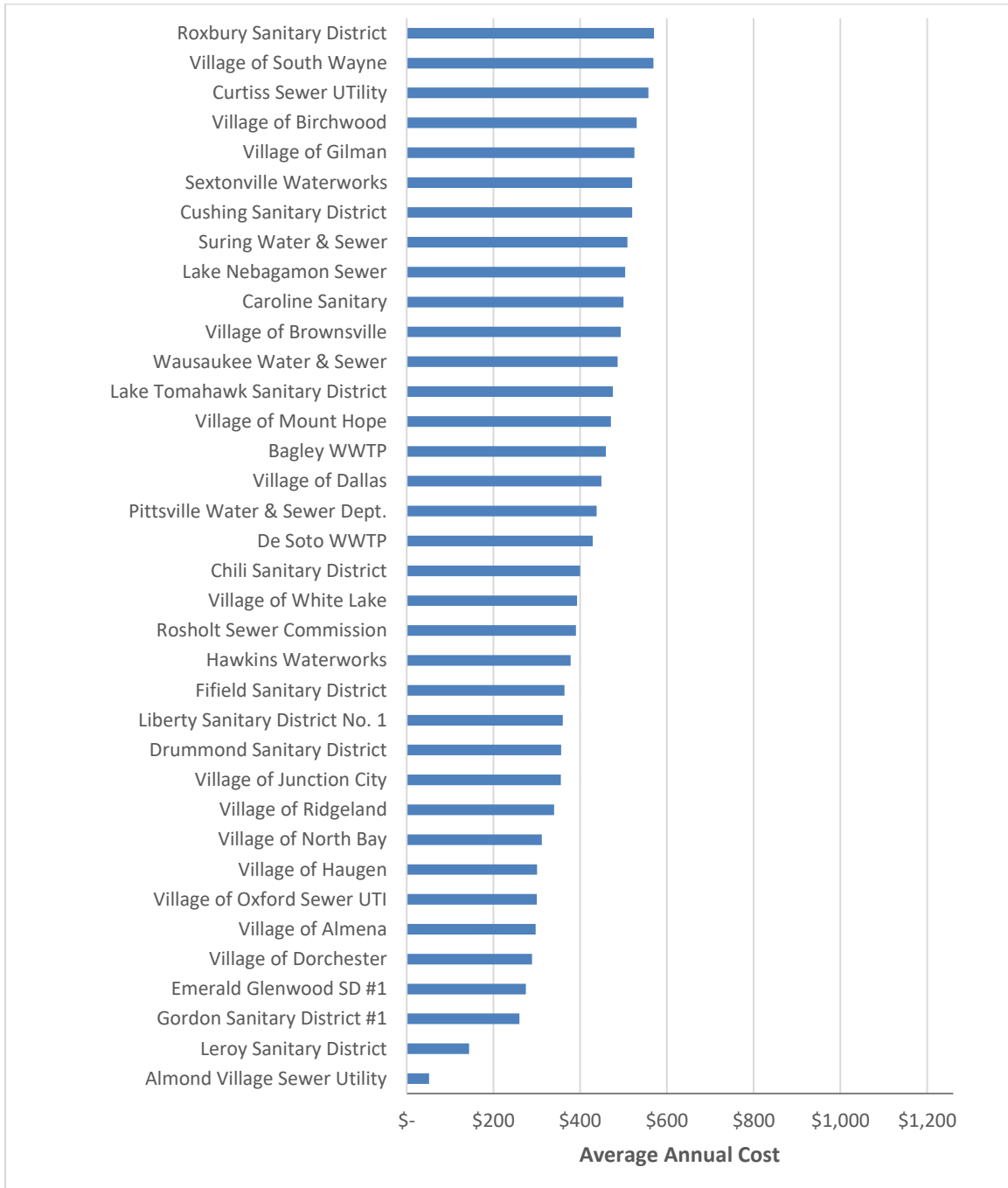
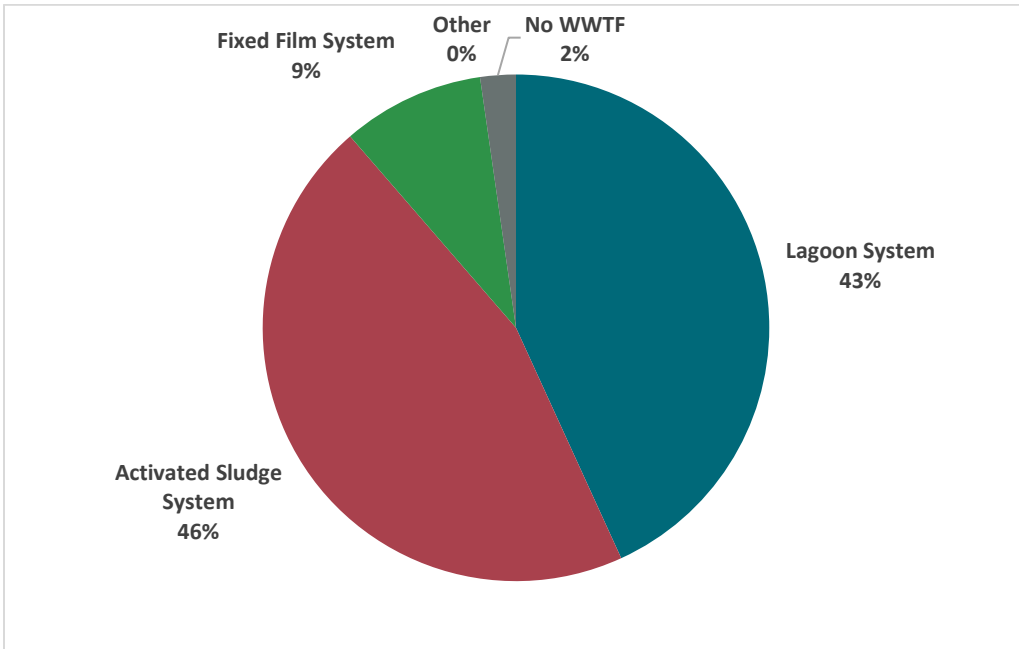


Figure 1-B: Breakdown of Respondents by Treatment Type
Population 501-1,000



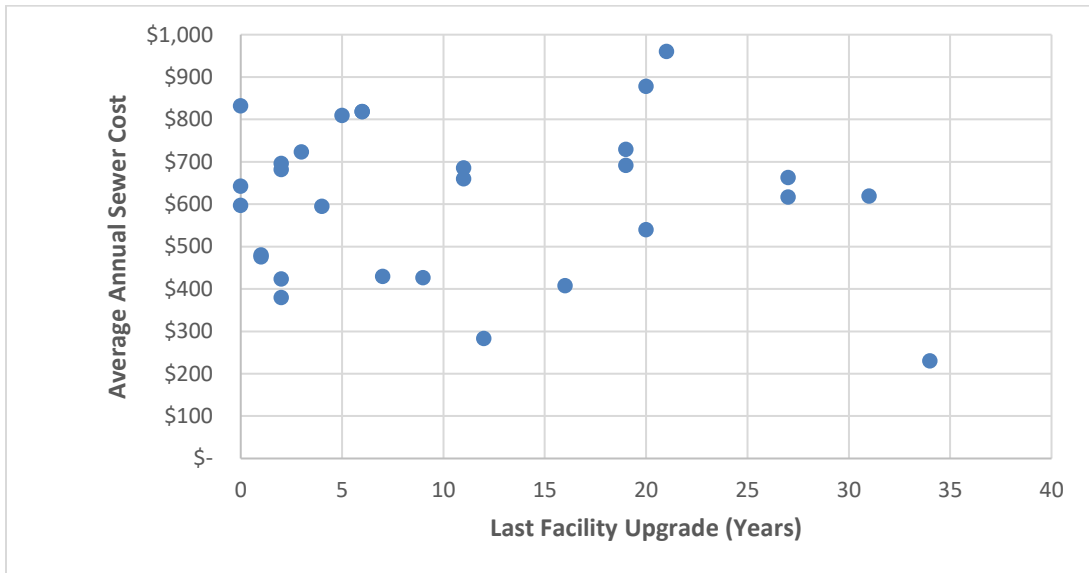
Description:

This graph shows treatment facilities as a percentage of communities

Key Points:

- The majority of communities with a population of 501-1,000 use lagoon systems (aerated lagoons and stabilization ponds) and activated sludge systems most frequently.

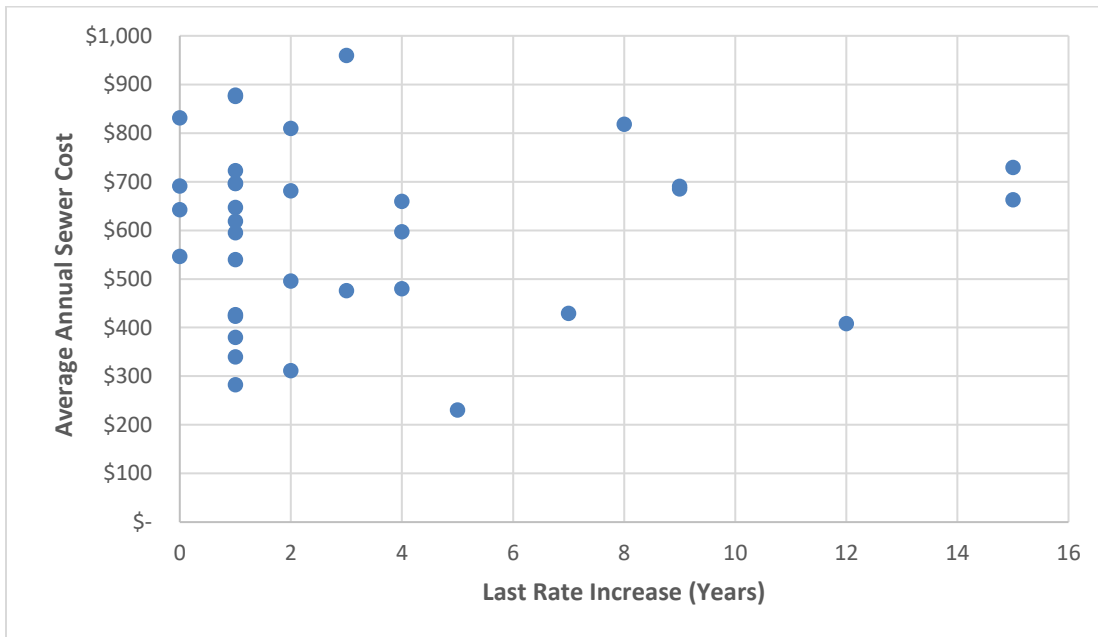
Figure 2-B: Average Annual Sewer Cost vs. Last Facility Upgrade
Population 501-1,000



Description:

This graph compares the average annual sewer utility cost to the number of years since the last facility upgrade.

Figure 3-B: Average Annual Sewer Cost vs. Last Rate Increase
Population 501-1,000



Description:

This graph compares the average annual sewer utility cost to the number of years since the last rate increase.

**Figure 4-B: Total Average Annual Sewer Charge
Population 501-1,000**

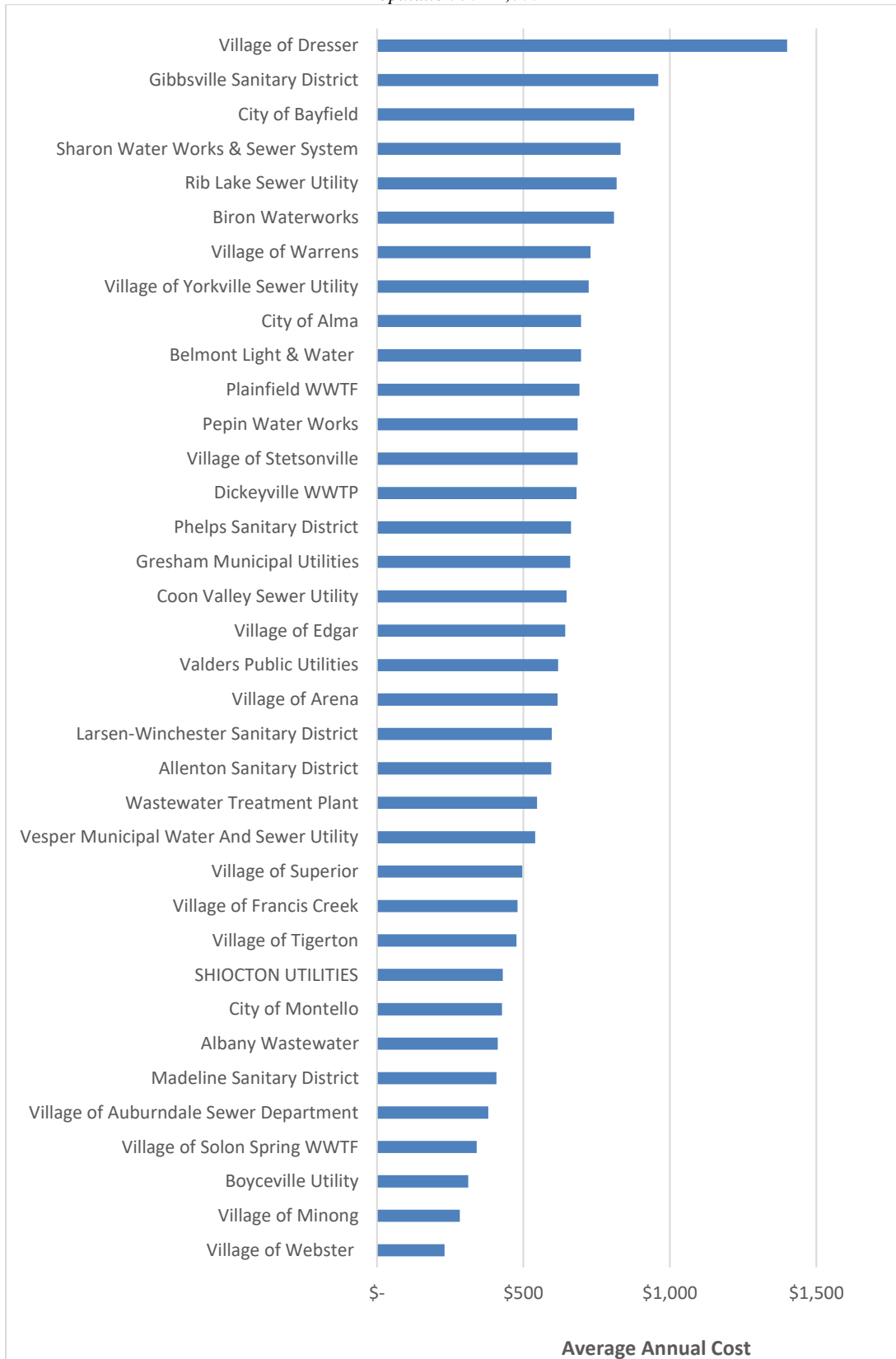
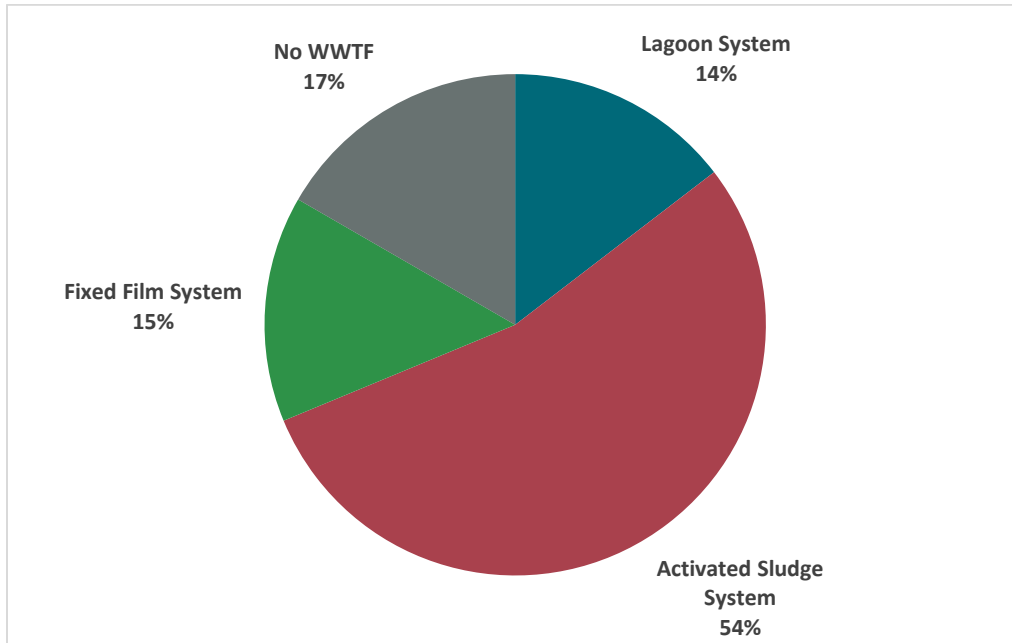


Figure 1-C: Breakdown of Respondents by Treatment Type
Population 1,001-2,000



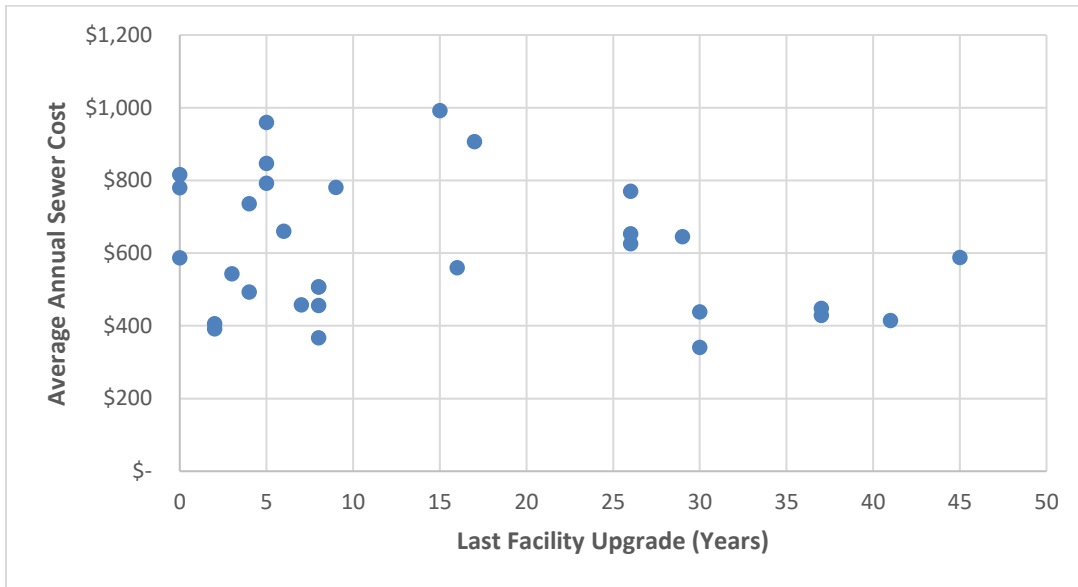
Description:

This graph shows treatment facilities as a percentage of communities

Key Points:

- The majority of communities with a population of 1,001-2,000 use activated sludge systems most frequently.

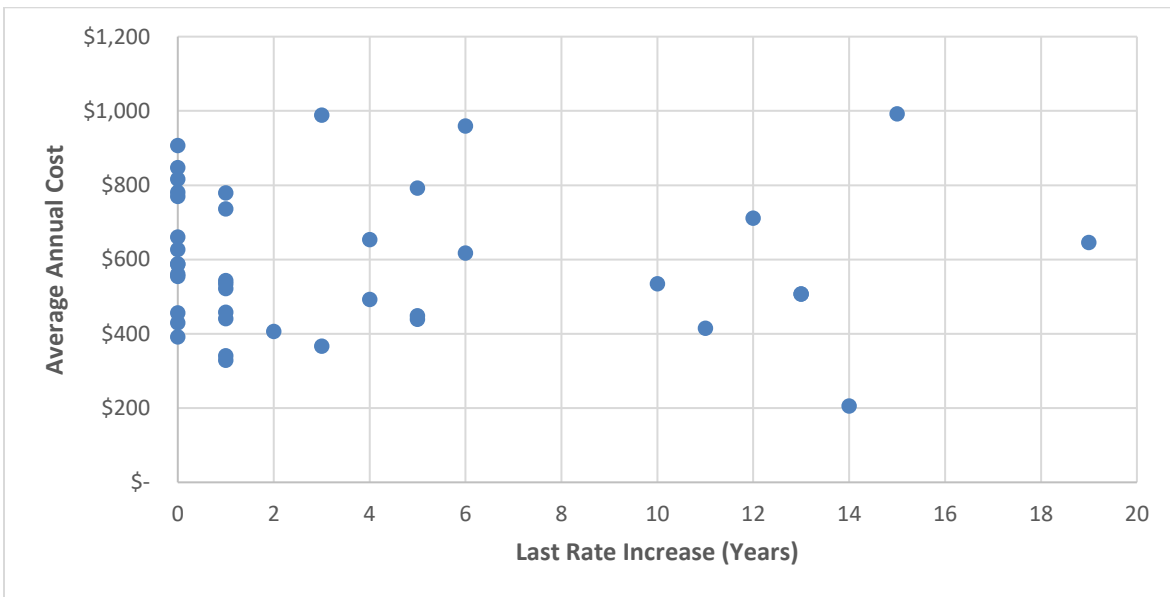
Figure 2-C: Average Annual Sewer Cost vs. Last Facility Upgrade
Population 1,001-2,000



Description:

This graph compares the average annual sewer utility cost to the number of years since the last facility upgrade.

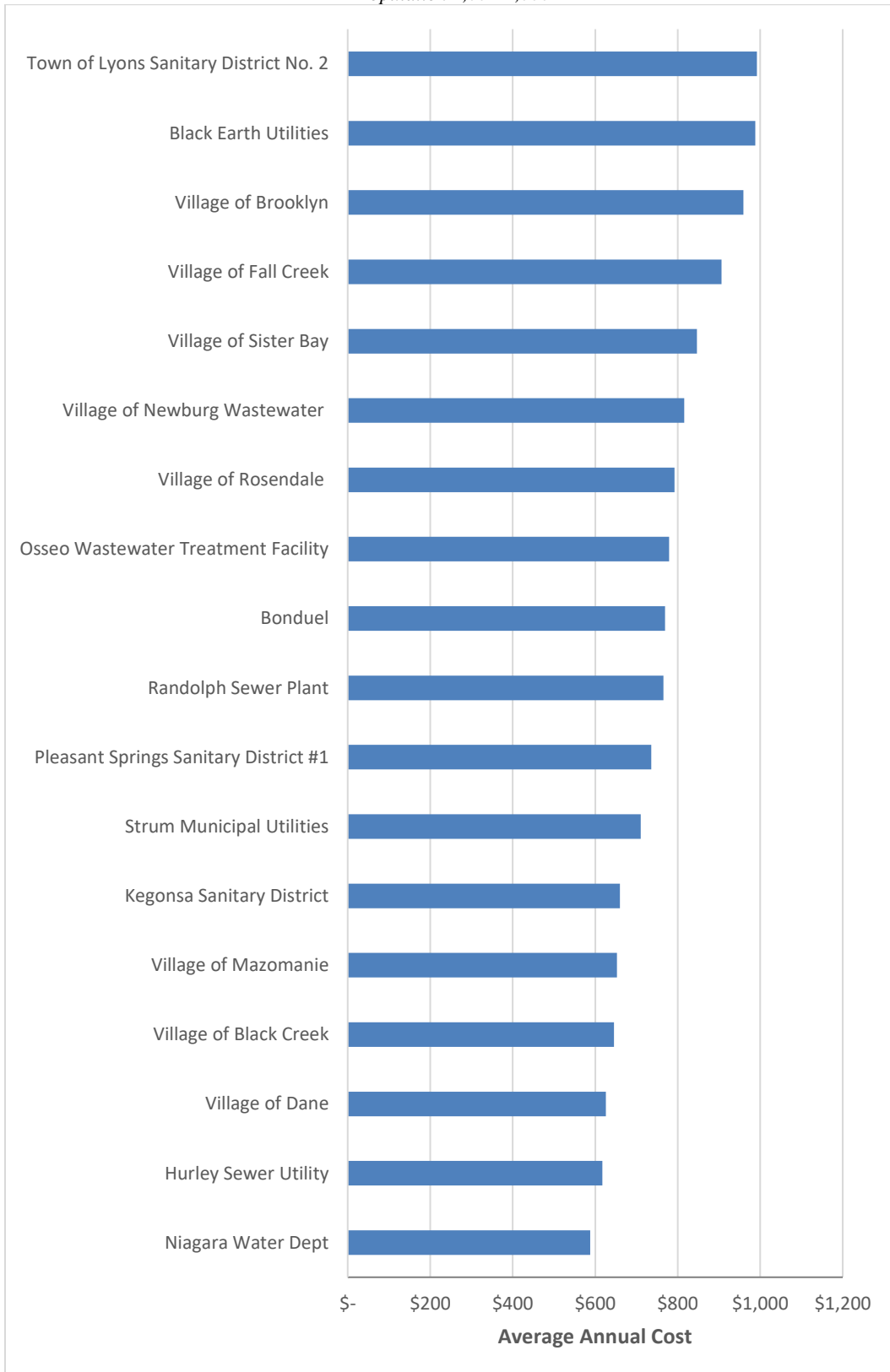
Figure 3-C: Average Annual Sewer Cost vs. Last Rate Increase
Population 1,001-2,000



Description:

This graph compares the average annual sewer utility cost to the number of years since the last rate increase.

**Figure 4-C: Total Average Annual Sewer Charge
Population 1,001-2,000**



**Figure 4-C (continued): Total Average Annual Sewer Charge
Population 1,001-2,000**

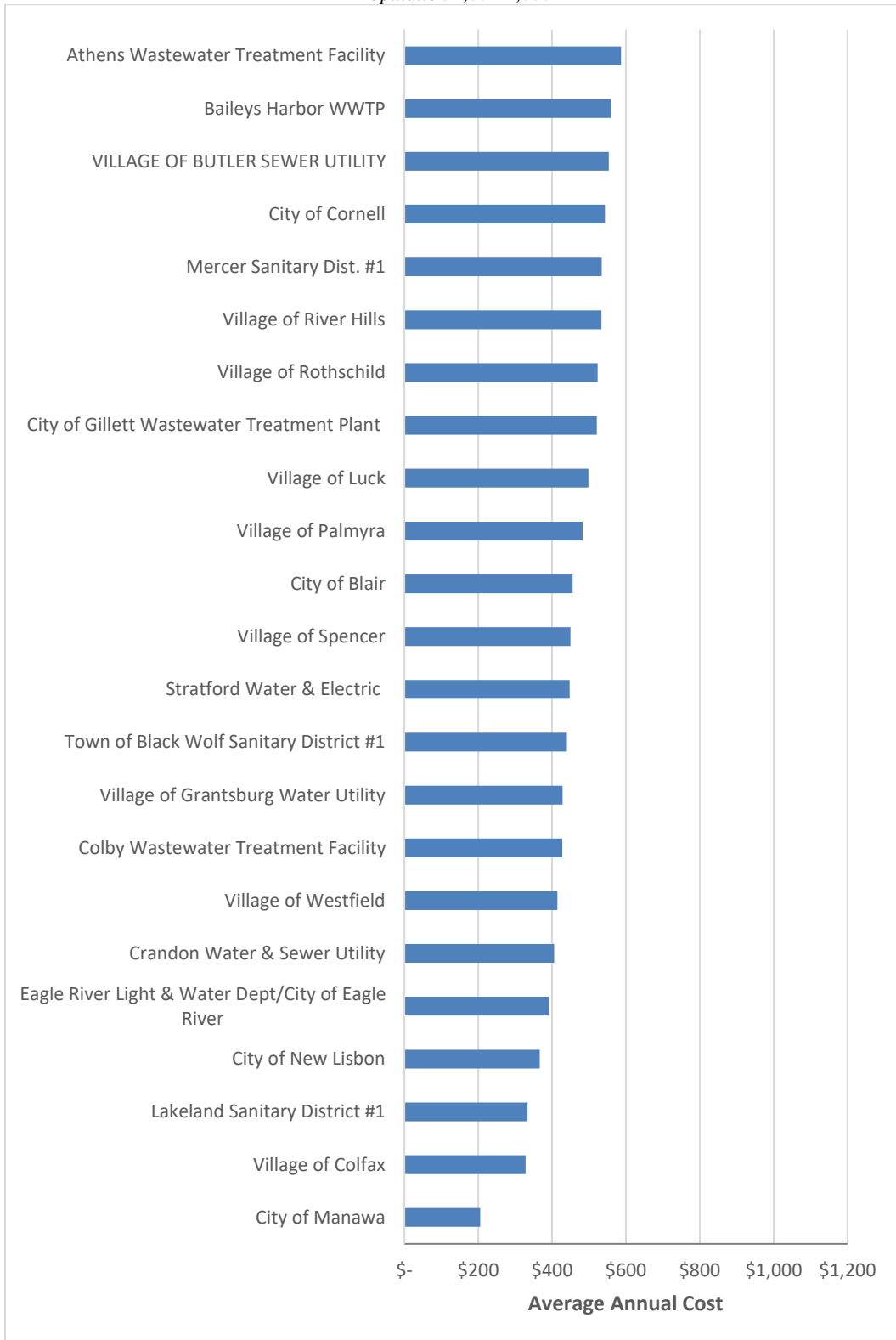
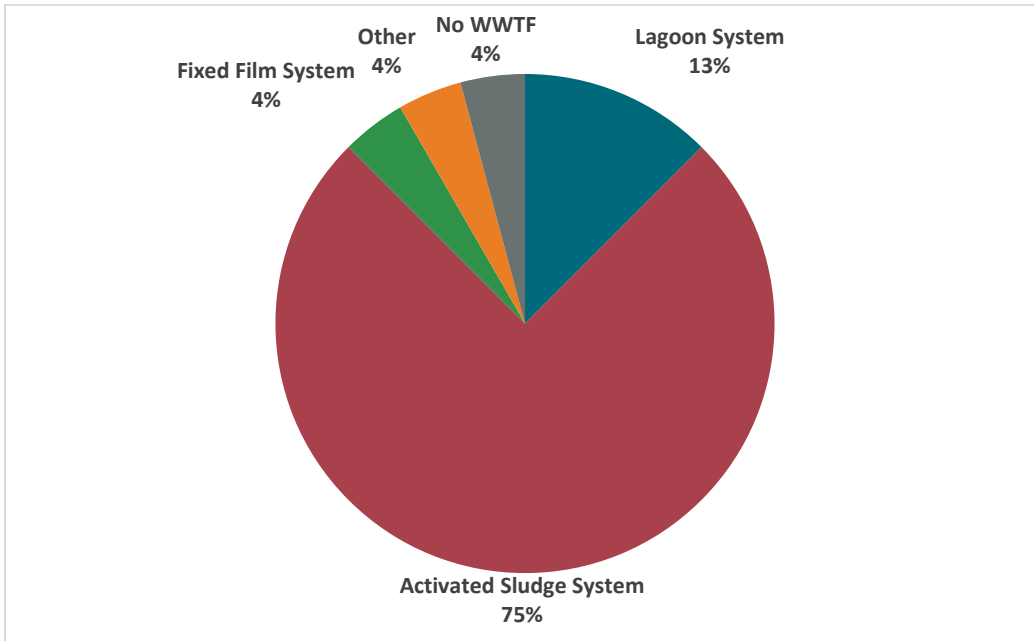


Figure 1-D: Breakdown of Respondents by Treatment Type
Population 2,001-5,000



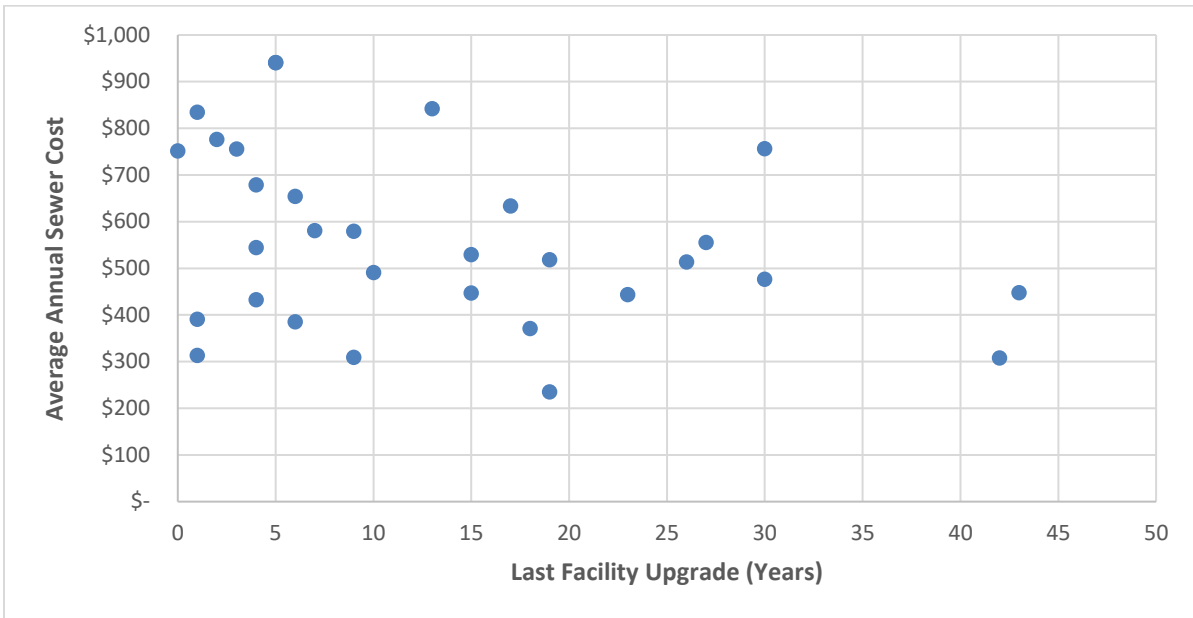
Description:

This graph shows treatment facilities as a percentage of communities

Key Points:

- The majority of communities with a population of 2,001-5,000 use activated sludge systems most frequently.

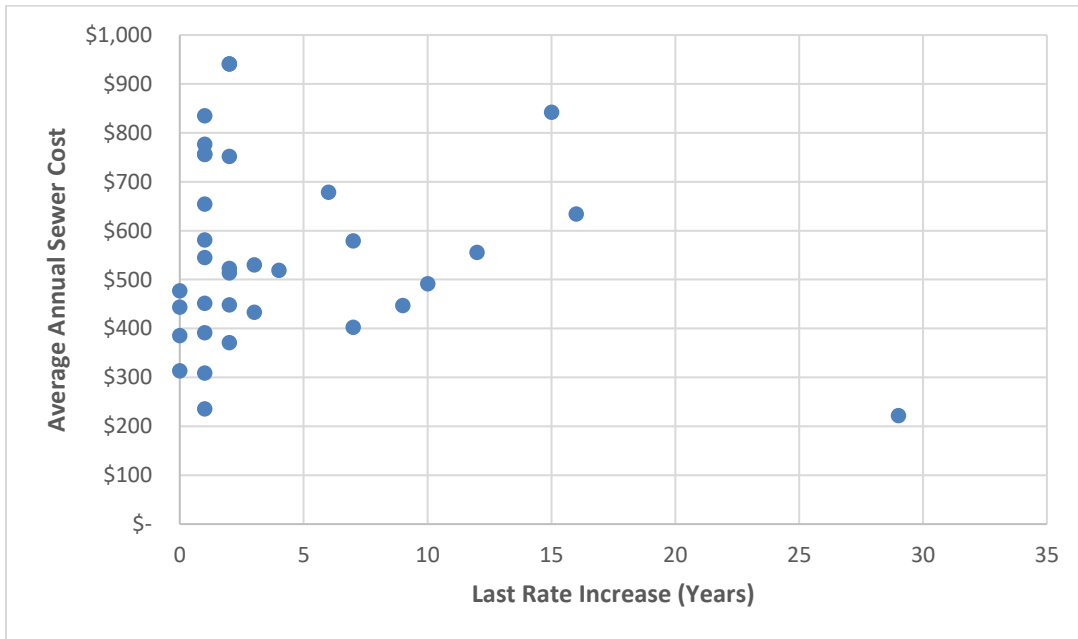
Figure 2-D: Average Annual Sewer Cost vs. Last Facility Upgrade
Population 2,001-5,000



Description:

This graph compares the average annual sewer utility cost to the number of years since the last facility upgrade.

Figure 3-D: Average Annual Sewer Cost vs. Last Rate Increase
Population 2,001-5,000



**Figure 4-D: Total Average Annual Sewer Charge
Population 2,001-5,000**

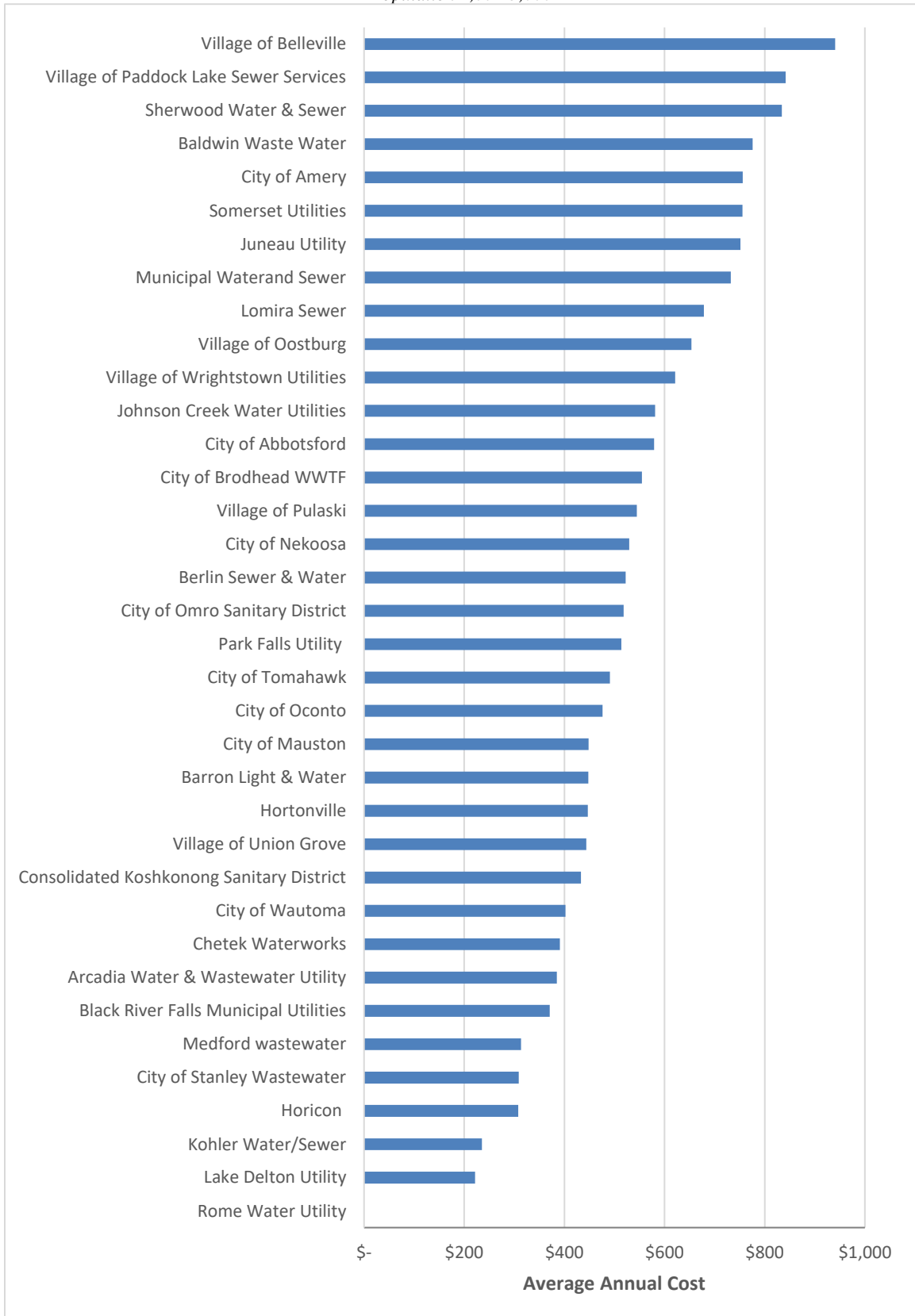
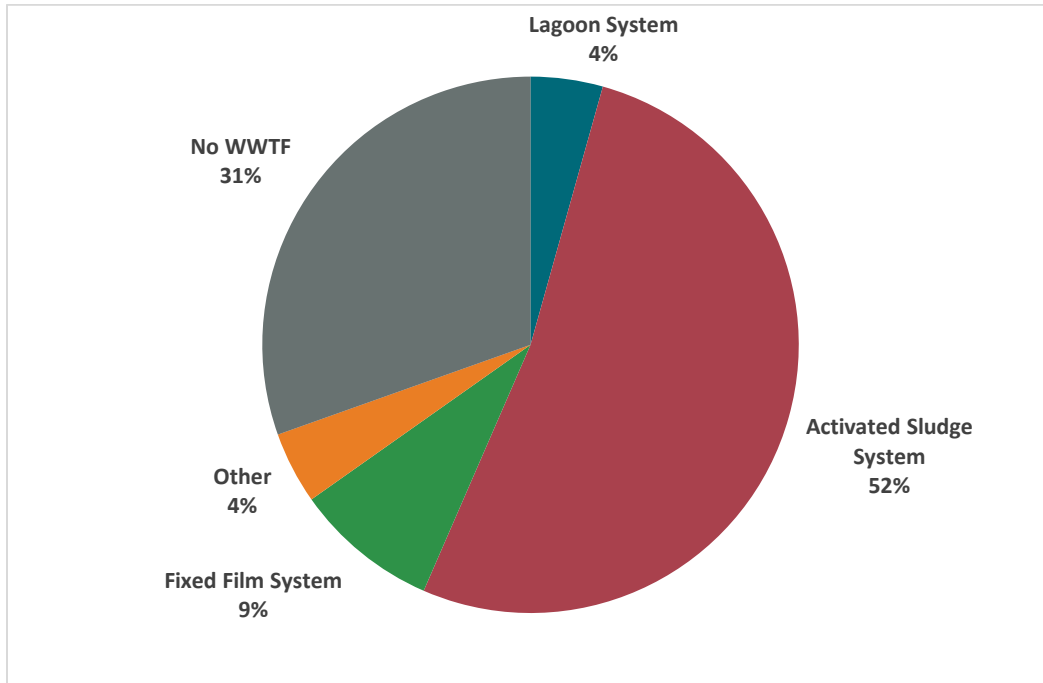


Figure 1-E Breakdown of Respondents by Treatment Type
Population 5,001-10,000



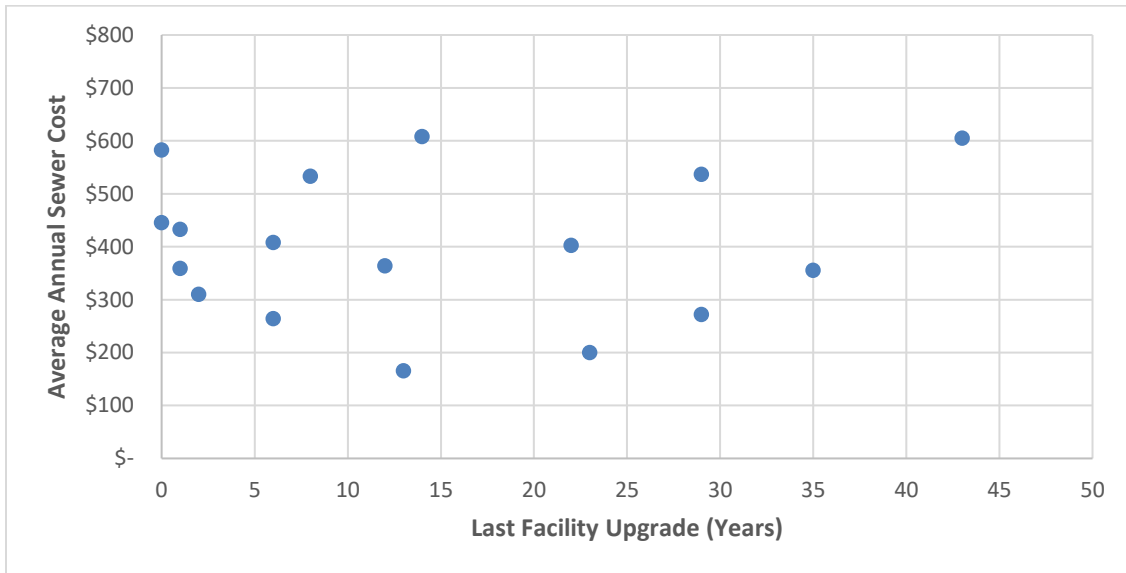
Description:

This graph shows treatment facilities as a percentage of communities

Key Points:

- The majority of communities with a population of 5,001-10,000 use activated sludge systems most frequently.

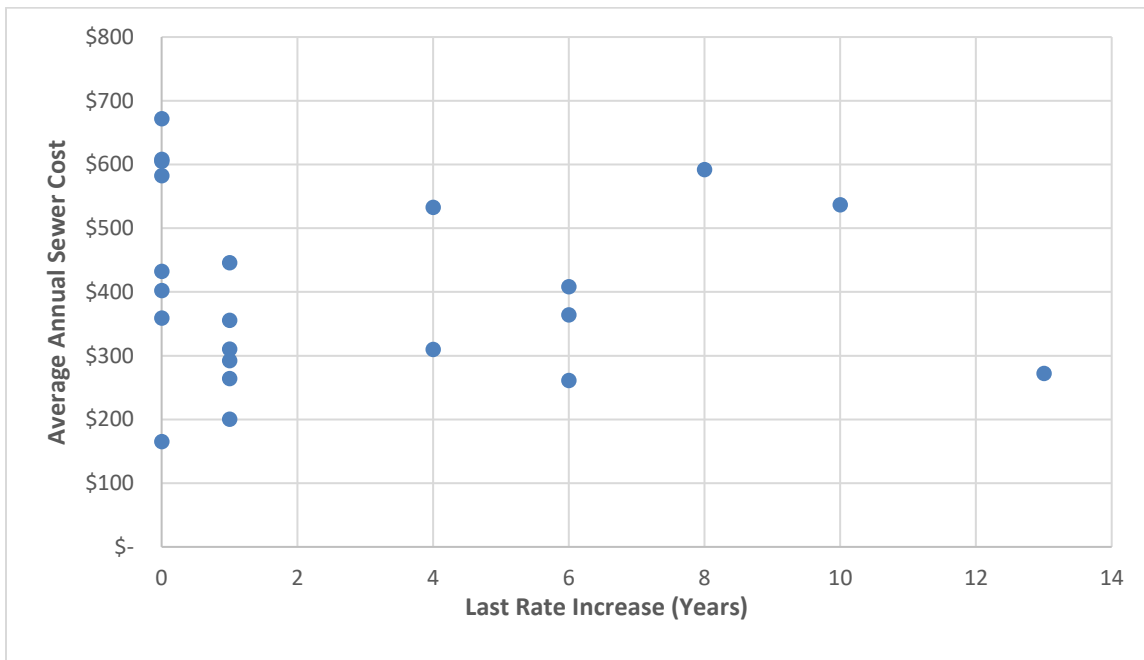
Figure 2-E: Average Annual Sewer Cost vs. Last Facility Upgrade
Population 5,001-10,000



Description:

This graph compares the average annual sewer utility cost to the number of years since the last facility upgrade.

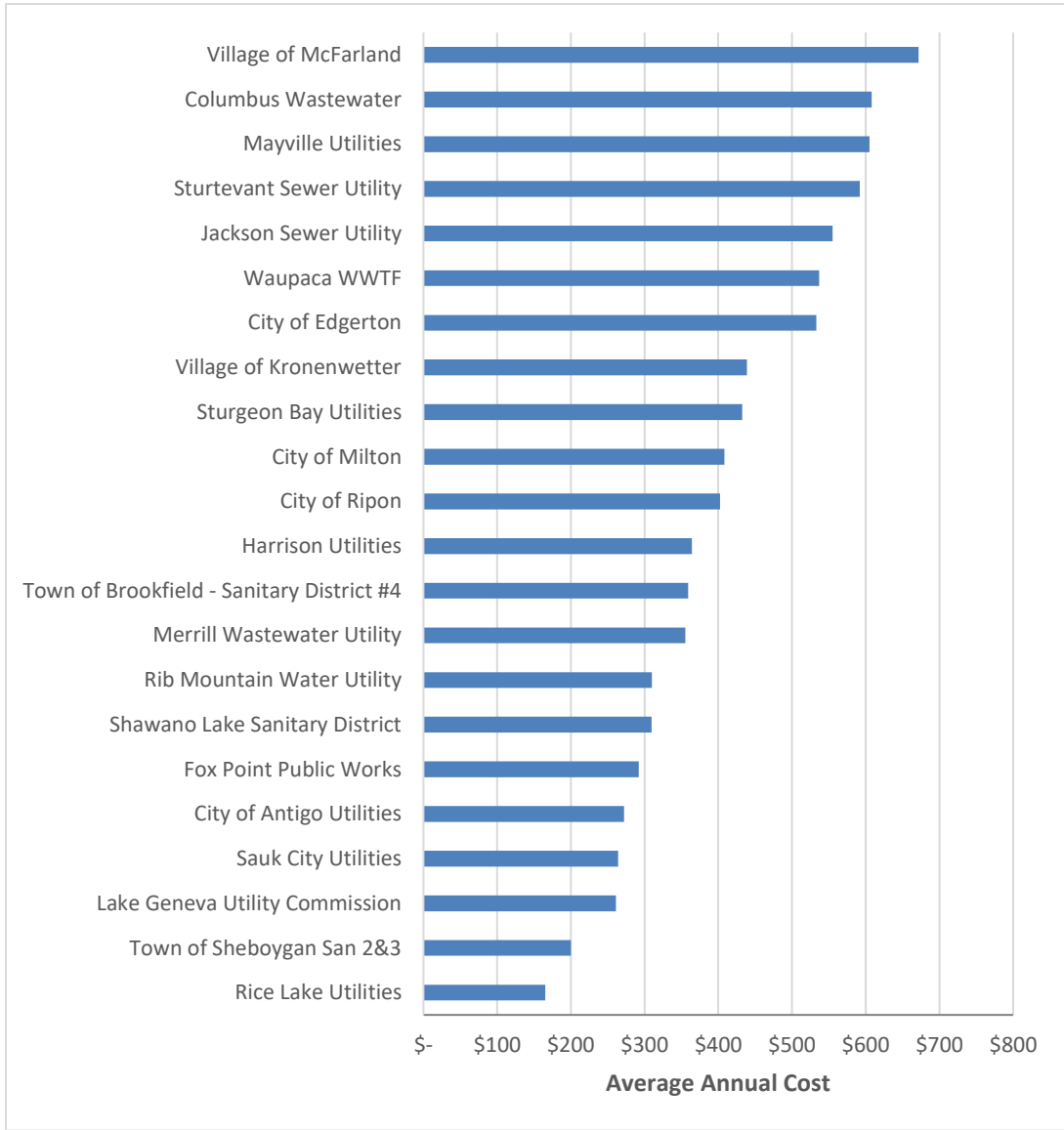
Figure 3-D: Average Annual Sewer Cost vs. Last Rate Increase
Population 5,001-10,000



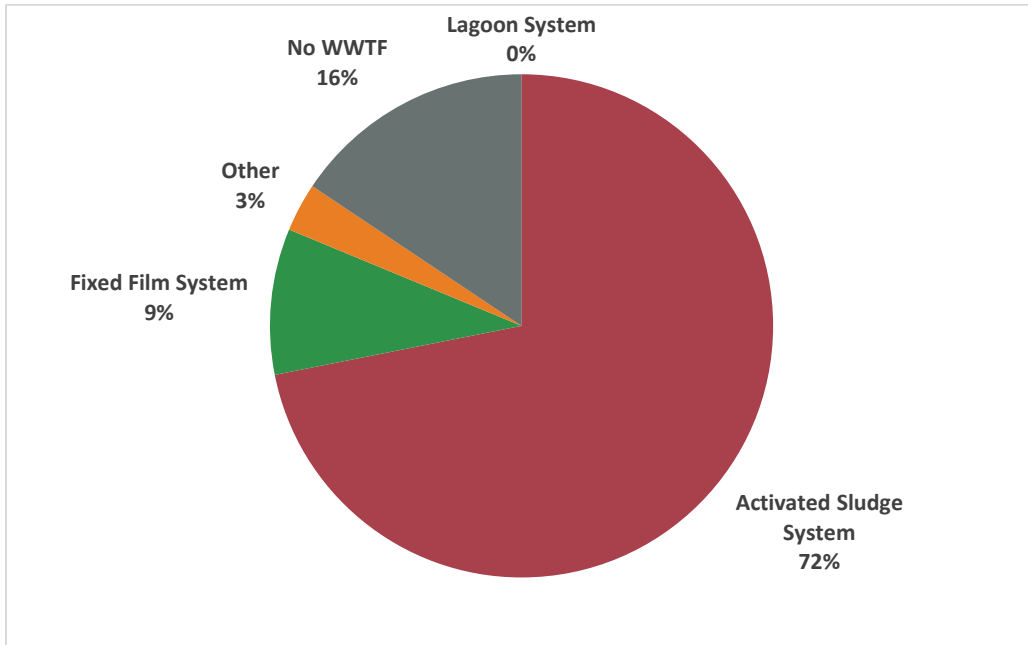
Description:

This graph compares the average annual sewer utility cost to the number of years since the last rate increase.

Figure 4-E: Total Average Annual Sewer Charge
Population 5,001-10,000



*Figure 1-F Breakdown of Respondents by Treatment Type
Population 10,001-50,000*



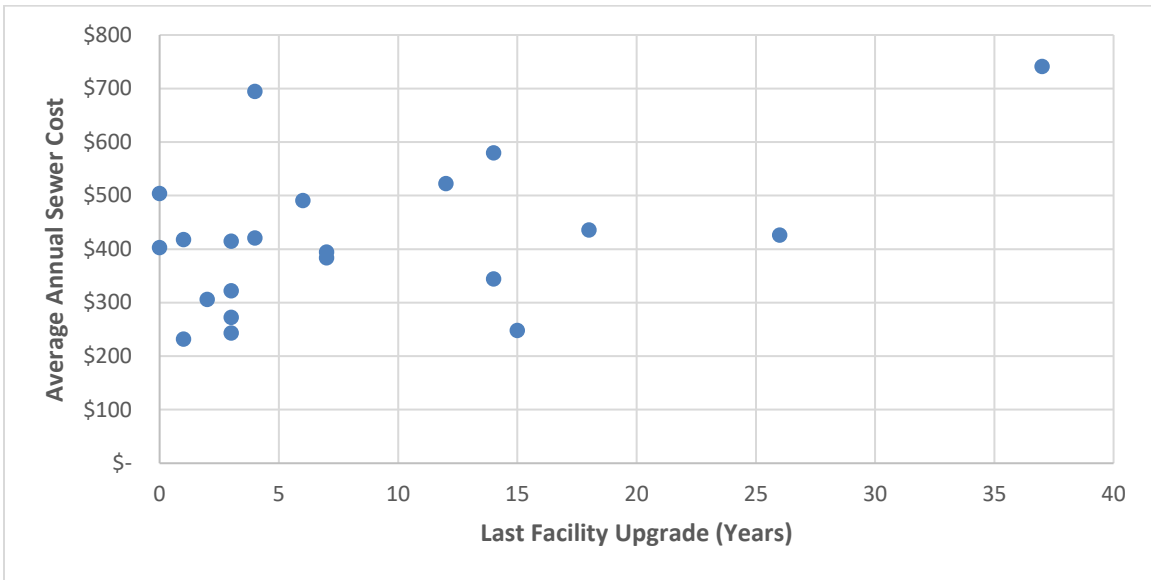
Description:

This graph shows treatment facilities as a percentage of communities

Key Points:

- The majority of communities with a population of 10,001-50,000 use activated sludge systems most frequently.

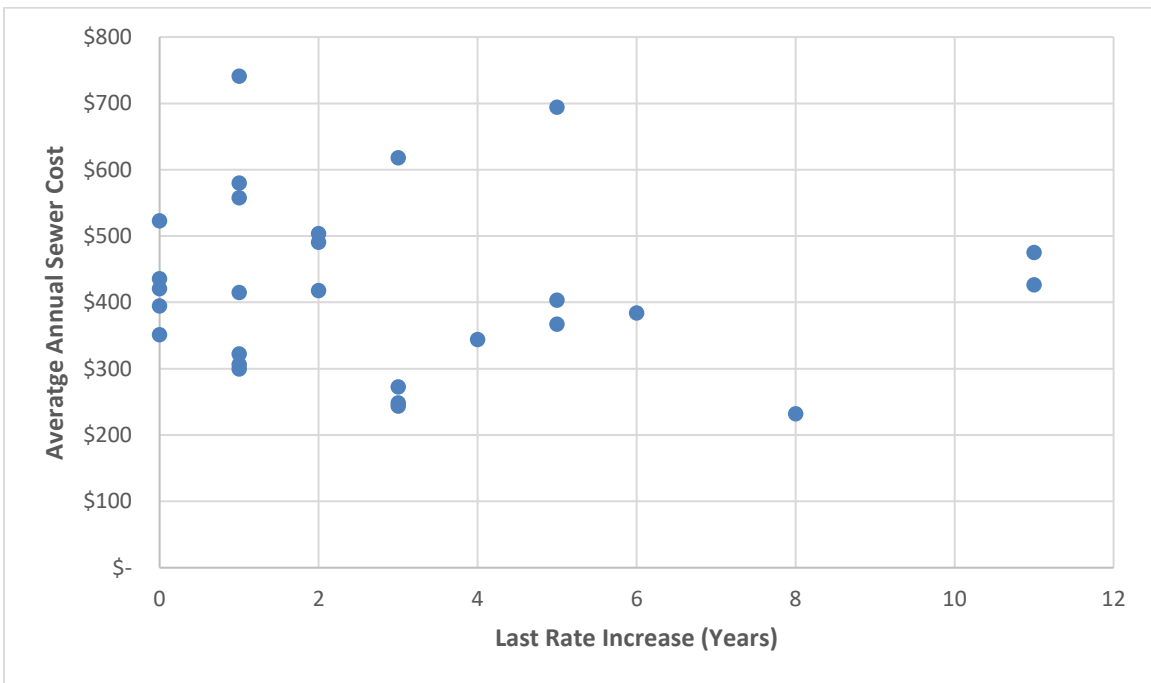
Figure 2-F: Average Annual Sewer Cost vs. Last Facility Upgrade
Population 10,001-50,000



Description:

This graph compares the average annual sewer utility cost to the number of years since the last facility upgrade.

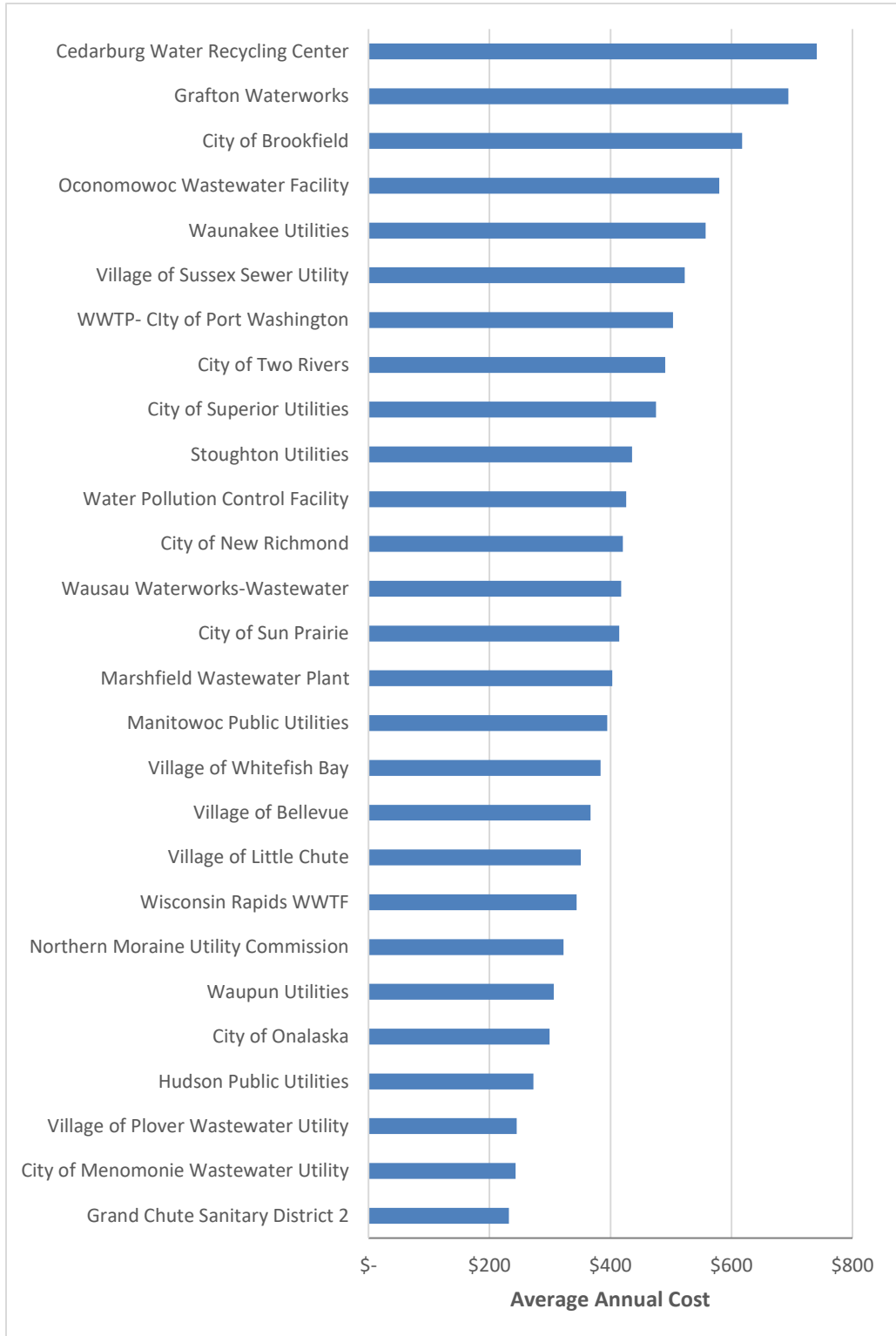
Figure 3-D: Average Annual Sewer Cost vs. Last Rate Increase
Population 10,001-50,000



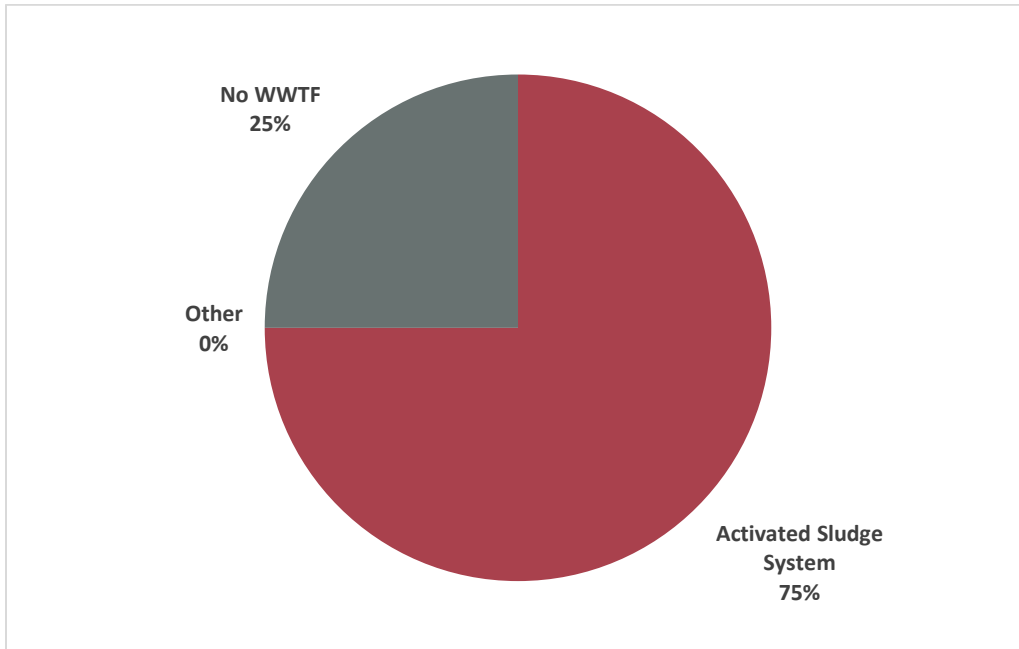
Description:

This graph compares the average annual sewer utility cost to the number of years since the last rate increase.

Figure 4-F: Total Average Annual Sewer Charge
 Population 10,001-50,000



*Figure I-G Breakdown of Respondents by Treatment Type
Population 50,001+*



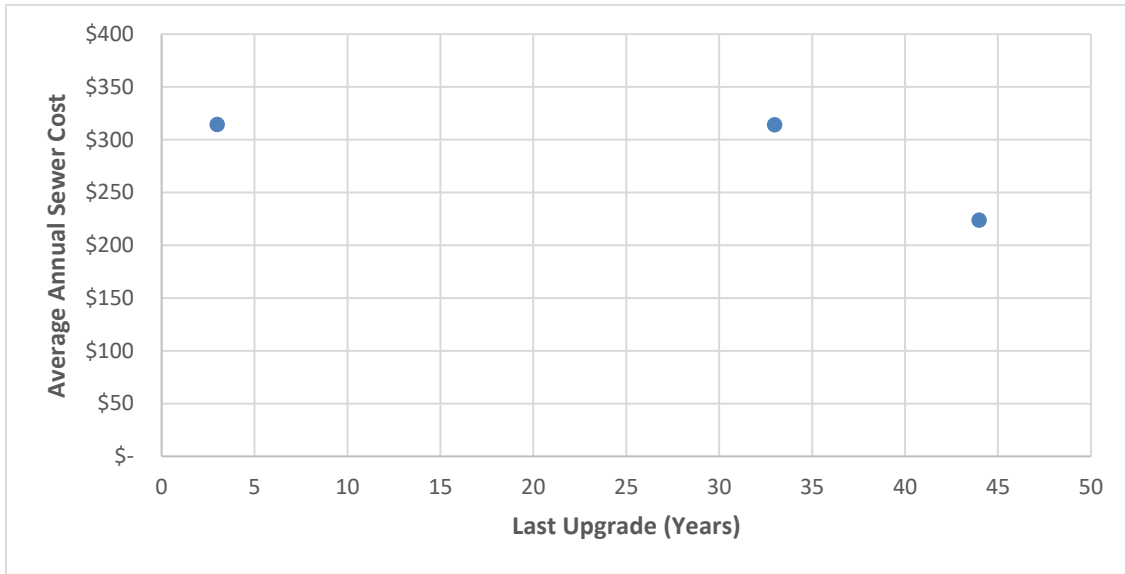
Description:

This graph shows treatment facilities as a percentage of communities

Key Points:

- All communities with a population of 50,001+ use activated sludge systems or regionalize based on this survey.

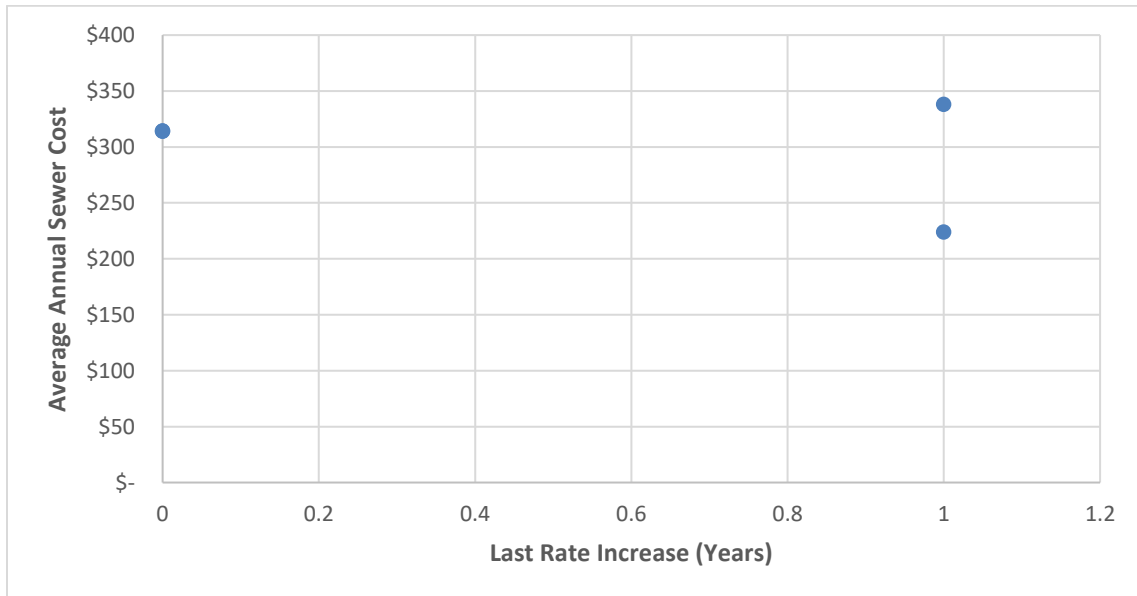
Figure 2-G: Average Annual Sewer Cost vs. Last Facility Upgrade
Population 50,001+



Description:

This graph compares the average annual sewer utility cost to the number of years since the last facility upgrade.

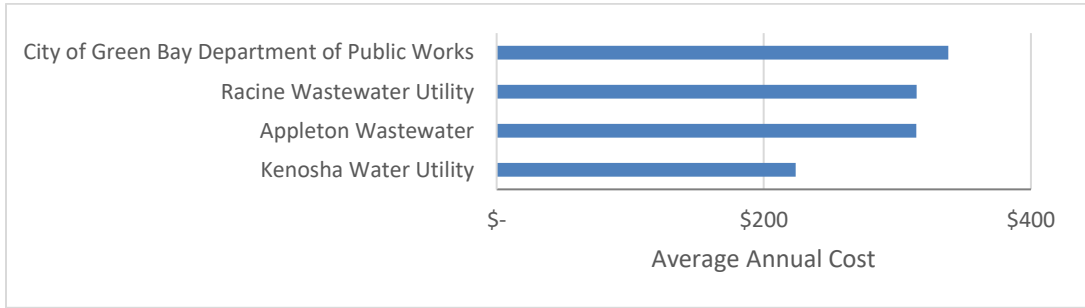
Figure 3-G: Average Annual Sewer Cost vs. Last Rate Increase
Population 50,001+



Description:

This graph compares the average annual sewer utility cost to the number of years since the last rate increase.

Figure 4-G: Total Average Annual Sewer Charge
Population 50,001+





Village of Grantsburg

316 Brad Street South
Grantsburg, WI 54840

Administration Committee Meeting Minutes

The Village Administration Committee met on Monday, December 8th, 2025, at 2:30 p.m. in the Village Board room, 316 Brad St S, Grantsburg, WI 54840.

Present: Chairman/President Rick Lindberg
Trustee Greg Peer
Trustee Hank Java

Others: Clerk/Treasurer Sheila Meyer
Director of Public Works John Erickson
Police Chief Jared Woody
Trustees John Addison, Leo Janke, Kim Korhonen
Others: Paul & Kate Sommerfeld, Issac Steinmeyer with SEH

President Lindberg called the Administration Committee Meeting to order at 2:32 p.m. The Pledge of Allegiance was recited.

Grantsburg School's rental agreement for the Community Center

Village staff presented updated hours from the gymnastics program for the 2026 season. In the past, practice times were 2 hours, which allowed for other community use of the space during gymnastics season. Now, with longer practice times, the space is not available until after 7pm on weeknights. The 2025 contract fee was based on 2-hour practice as well. The committee discussed the increase in practice time.

Motion by Trustee Java, second by Trustee Peer to define practice times for the gymnastics program from 3:30 p.m. to 6 p.m. Monday – Friday during the previously defined WIAA gymnastics season and to have legal review the contract before sending to the Grantsburg School board for their final review. Motion carried unanimously.

DPW John Erickson – Water/Sewer Operator employment ad

The committee choose to move this item to the Village Board meeting following this meeting at 4:00 p.m.

Zoning Exception Form

Village staff presented a draft document that would be used for any special exceptions allowed by the Village Board. The committee reviewed and requested the document be sent to legal for review and to bring back to the next meeting for discussion.

No motions made.

3:00 Paul & Kate Sommerfeld, 661 N. Linden Street – Using a bus as primary structure special exception

Village staff reviewed history with the Sommerfelds and current zoning violations. The Sommerfelds were present to request an exception to live on their bus while they build a home on their lot. Due to unforeseen circumstances discussed at the meeting, the Committee chose to table the request until next month to allow the applicants time to review their application and take next steps.

No motions made.

3:15 Issac Steinmeyer, SEH – Water Treatment Plant preliminary design

Issac presented the preliminary plans for the Water Treatment Plant planned for the treatment of manganese at Well #1 and #2. He reviewed the building plans and timeline for the project. In order to apply for Safe Drinking Water Loan funds, final plans would need to be approved in January 2026 with construction to begin in 2027. The committee reviewed the plans presented and requested Issac return to the January meeting with final plans for approval.

No motions made.

THE ADMINISTRATION COMMITTEE WILL CONVENE INTO CLOSED SESSION pursuant to Wis. Stats. 19.85 (1) (e) to discuss matters pertaining to a collective bargaining agreement which for competitive or bargaining reasons requires a closed session.

THE ADMINISTRATION COMMITTEE WILL RECONVENE INTO OPEN SESSION pursuant to Wis. Stats. 19.85 (2).

Any motions needed from closed session

The committee choose to move the Closed session to the Village Board meeting following this meeting at 4:00 p.m.

The meeting was adjourned at 4:02 p.m.

Allison Longhenry
Deputy Clerk/Treasurer



Village of Grantsburg

Village Board of Trustees Meeting

Monday, December 8, 2025

The Board of Trustees for the Village of Grantsburg met on Monday, December 8, 2025, at 4:00 p.m. in the Village Board Room, 316 S. Brad Street, Grantsburg, Wisconsin.

Present: President Rick Lindberg, Trustee Greg Peer, Trustee Leo Janke, Trustee Hank Java, Trustee John Addison, Trustee Matt Chadwick, Trustee Kim Korhonen

Others: Police Chief Jared Woody, DPW John Erickson, Deputy Clerk/Treasurer Allison Longhenry, Library Director Lynett Yoerg, Greg Marsten-Burnett County Sentinel, Isaac Steinmeyer -SEH, Todd & Michelle Engstrand, Brent Blomberg.

Call to Order. President Lindberg called the Village Board meeting to order at 4:05 p.m. Clerk/Treasurer Meyer conducted roll call. The pledge of allegiance was recited.

Water Treatment Plant project. Isaac Steinmeyer, engineer with SEH, summarized the preliminary design plans of the water treatment building on the Well #1 site on Burnett Avenue. Steinmeyer reviewed the building exterior and floor plan showing two chemical rooms with a shower and eye flushing station in each room, the location of the filtration tanks, mechanical room and front office/testing area. The initial estimate for the construction of the building is approximately \$4.94 million with a contingency built in at \$820,000. Final design plans will be worked on from January-June 2026 with permitting taking place from June-December 2026. The project will be bid in late 2026 or early 2027.

4:15 p.m. Public Hearing-Conditional Use Permit. A Conditional Use Permit (CUP) application has been received from Crex Development Corporation, Todd Engstrand, owner of 824 Gateway Street, for a liquor store. President Lindberg called the Public Hearing to order at 4:15 p.m. C/T Meyer read the Notice of Public Hearing. President Lindberg asked for anyone wishing to speak in favor of the CUP request. Todd Engstrand explained his wish to have a standard liquor store in the former T-Dawg's Convention Center. Police Chief Woody expressed his concerns with the number of previous break ins at T-Dawgs and wondered if Engstrand had a plan for upgraded security. Engstrand replied there will be alarm bars on the front and back doors with an upgraded security system and multiple cameras. Trustee Chadwick asked Engstrand why he wanted to open a liquor store in this location and what he thought it brought to the community. Engstrand said the former Convention Center was not adequate for T-Dawgs and he felt he could bring a better selection of wines and spirits than are now available in the Village. President Lindberg asked for anyone wishing to speak against the CUP request. No one spoke. The Public Hearing was closed at 4:18 p.m. **Motion by Trustee Addison, second by**

Trustee Java to grant a Conditional Use Permit to Crex Development Corporation, Todd Engstrand, owner for a liquor store at 824 Gateway Street. Motion passed unanimously.

Liquor license application. A Class A Liquor and Beer license application was received, and all paperwork is in order. **Motion by Trustee Java, second by Trustee Addison to approve the Class A Liquor and Beer license as requested by REKN Enterprises, LLC, dba Crex Liquors at 824 Gateway Street, Stanley T. Engstrand, agent. Motion passed unanimously.**

Public Comments. No one appeared.

Correspondence. Included in the Trustee packets were the Burnett County Administration newsletter, the monthly project update report from S E H, and the Golf financials.

Minutes. President Lindberg asked if there were any changes, corrections or additions to the minutes presented from the following 2025 meetings: November 10th Administration Committee; November 10th Village Board. None were proposed. **Minutes were accepted as presented.**

Appointment of election workers. Deputy C/T Longhenry presented a list of possible election workers for the 2026-2027 election cycle. **Motion by Trustee Addison, second by Trustee Janke to approve the election workers presented for the 2026-2027 election cycle. Motion passed unanimously.**

2026 Recycling Attendant Agreement. C/T Meyer informed the Trustees this would have to be postponed until January since the proposed agreement has been mailed by RCC but has not been received at the Village Office.

2026 UDC Inspection Services. A proposed agreement was presented from REM Inspecting, LLC, for required UDC Inspection Services in 2026. The proposed agreement reflects the Village's decision to inspect one- and two-family homes and additions to homes newer than 1980 only. **Motion by Trustee Addison, second by Trustee Peer to approve the agreement with REM Inspecting, LLC, for Uniform Dwelling Code inspections for 2026. Motion passed unanimously.**

The Village Church of Grantsburg rental contract. The Community Center rental contract was presented with no changes proposed from the 2025 contract. **Motion by Trustee Java, second by Trustee Janke to approve the 2026 Community Center and Storage Room #1 rental contract with The Village Church of Grantsburg as presented. Motion passed unanimously.**

STAFF REPORTS

Public Works DPW Erickson informed the Trustees of items happening since the last board meeting including Christmas in the Park getting set up without interference from the WWTP project contractors, the skating rink being ready for skating, Well #2 being back online after being rehabbed. Erickson informed the Trustees that the employment ad for a Water/Sewer operator will be reposted with wage and benefit information. A concern was brought up about the WWTP contractors, Market & Johnson, having items too close to the snowmobile trail. Erickson will discuss this with them. Trustee Chadwick asked about the skating rink warming house hours. The bathhouse/warming house will be open from 8 a.m. to 10 p.m. each day.

Police Chief Woody presented his incident report and graph for November. Chief Woody also reported his department participated in Shop with a Cop the previous weekend, purchasing toys and warm hats & mittens for children in need and were one of the agencies that responded to the vehicle crash on Hwy 87. Trustee Addison asked if the Burnett County Sheriff's Department is helping with calls in the Village with our department being short-staffed. Chief Woody responded they are responding to calls when needed.

Administration Clerk/Treasurer Meyer presented the license and permits report showing several zoning and operators permits issued, the cash report with a checking account balance of \$427,715.05 after all vouchers are paid, and a Treasury account balance of \$1,429,828.94.

C/T Meyer reviewed a list of budget changes to the 2025 budget resulting in additional revenues of \$398,921 and additional expenditures of \$97,848. **Motion by President Lindberg, second by Trustee Janke to approve the 2025 budget changes and amended budget as presented. Motion passed unanimously.**

Library Director Yoerg presented the library report showing a recap of November programming and several programs scheduled for December. Yoerg reported attendance and check out numbers were down in November and continue in December, as expected.

COMMITTEE REPORTS

Administration Committee. 1) Community Center rental agreement with the Grantsburg School District. President Lindberg reported we are still working on cleaning up the contract language. 2) Water/Sewer operator employment ad. See Public Works above. 3) Zoning exception form. Trustee Addison suggested sending the proposed form to Attorney Norenberg for his comments. 4) Sommerfeld exception request. The Sommerfelds will be attending the January meeting with additional information.

Bills Motion by Trustee Janke, second by Trustee Java to approve payment of the bills as presented:

Checks #36746-#36787	\$1,021,499.04
Payroll vouchers V9762-V9791	\$32,399.11
ACH/EFTPS payments	\$52,468.05
Total	<u>\$1,106,366.20</u>

Motion passed unanimously.

Market and Johnson Inc., change orders. Change orders #1,2,3,5,6,7 were presented for all changes on the WWTP project to date. **Motion by Trustee Addison, second by Trustee Java to approve change orders #1,2,3,5,6,7 on the WWTP project as submitted by Market & Johnson. Motion passed unanimously.**

Trustee reports, concerns... Trustee Peer asked about having a Public Safety meeting for ordinance enforcement. Chief Woody said it is being worked on. President Lindberg reported Chamber of Commerce will be meeting tomorrow and Fire Association on the 15th.

THE VILLAGE BOARD WILL CONVENE INTO CLOSED SESSION to review applications and interview candidates for the Deputy Clerk/Treasurer position pursuant to Wis. Stats. 19.85 (1) (c) "Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility."

Motion by Trustee Java, second by Trustee Janke to convene into closed session at 5:06 p.m. Motion passed unanimously.

Two candidates were interviewed for the Deputy Clerk/Treasurer position.

THE VILLAGE BOARD WILL RECONVENE INTO OPEN SESSION pursuant to Wis. Stats. 19.85 (2).

Motion by Trustee Java, second by Trustee Janke to reconvene into open session at 6:15 p.m. Motion passed unanimously.

Motion by Trustee Addison, second by Trustee Janke to offer the Deputy Clerk/Treasurer position to Sarah Longhenry at a wage of \$25 per hour. Discussion ensued. Several Trustees felt the wage should start lower with the ability to reach \$25 per hour with positive reviews.

Motion by Trustee Addison, second by Trustee Janke to offer the Deputy Clerk/Treasurer position to Sarah Longhenry at a starting wage of \$23 per hour with a possible wage increase to \$24 per hour after a positive 6-month review. Motion passed unanimously.

THE VILLAGE BOARD WILL CONVENE INTO CLOSED SESSION pursuant to Wis. Stats. 19.85 (1) (e) to discuss matters pertaining to a collective bargaining agreement which for competitive or bargaining reasons requires a closed session.

Motion by Trustee Java, second by Trustee Janke to convene into closed session at 6:25 p.m. Motion passed unanimously.

The latest draft of the Labor Agreement between the Village of Grantsburg and the General Teamsters Union Local 346, Law Enforcement League, was reviewed.

THE VILLAGE BOARD WILL RECONVENE INTO OPEN SESSION pursuant to Wis. Stats. 19.85 (2).

Motion by Trustee Java, second by Trustee Janke to reconvene into open session at 6:56 p.m. Motion passed unanimously.

Labor Agreement. Motion by Trustee Java, second by Trustee Korhonen to ratify the Labor Agreement between the Village of Grantsburg and the General Teamsters Union Local 346, Law Enforcement League for the period December 8, 2025 to December 31, 2027, with the amendment to the lateral section stating, “All current officer’s wages will be reviewed by the Village Board when any new officers are hired”. Motion passed unanimously

Adjournment The Village Board meeting was adjourned at 7:00 p.m.

Sheila Meyer
Clerk/Treasurer

December 1, 2025

Village of Grantsburg
Sheila Meyer-Village Clerk/Treasurer
316 S. Brad St.
Grantsburg, WI 54840


Dear Ms. Meyer:

The Recycling Control Commission (RCC) of Burnett and Washburn Counties continues to provide residential recycling opportunities to residents of your area through the availability of a recycling container located in the Village of Grantsburg. The collection of residential recycling materials includes aluminum, tin, steel cans, paper products, glass, magazines, plastics 1, 2, & 5, newspaper, cardboard, and paper board.

Enclosed is a proposed 2026 contract based on the projected level of service required for maintaining the RCC recycling elements. If you have any questions, please do not hesitate to contact me at your convenience to discuss the 2026 contract.

Please obtain approval and **return both copies** with original signatures. A fully executed copy will be mailed to you after the RCC meeting in late January 2026.

Sincerely,

A handwritten signature in black ink, appearing to read "Sheldon Johnson", with a long horizontal flourish extending to the right.

Sheldon Johnson
Executive Director, Recycling Control Commission

Enclosures

2026 DROP-OFF SITE STAFFING AGREEMENT

This Agreement by and between the Recycling Control Commission (hereinafter "RCC"), the operator of certain recycling drop-off sites in Burnett and Washburn Counties, and the Village of Grantsburg, Inc. (hereinafter "Provider");

WHEREAS, RCC requires persons to act as attendants at its recycling drop-off sites; and

WHEREAS, the Provider has in its employ persons capable of providing these services.

NOW, THEREFORE, THIS AGREEMENT:

1. In exchange for RCC's promises below, the Provider agrees to provide one (1) person to serve as an attendant at the recycling drop-off sites of RCC, said sites described in Exhibit A attached hereto. Services from the Village of Grantsburg may be added or dropped based on the disposition of recycling site locations in the counties, and based on site openings or closings contingent on RCC budget considerations.

2. The Provider further agrees and acknowledges that each of the persons whose services are to be provided under this Agreement are employees of the Provider and that the Provider is carrying adequate insurance coverage, including but not limited to worker's compensation, unemployment compensation, and liability exposure coverage with respect to the acts and omissions and employment relationships with said individuals.

3. The Provider further understands and acknowledges that the relationship between the parties hereto shall be that of independent contractors and that neither it nor any of its employees who provide services hereunder shall be deemed to be employees of RCC.

4. The Provider understands that if the attendant(s) is unable to work on a particular day that the Provider is responsible for finding a replacement (fill-in) attendant to work the hours agreed upon in this contract. The Provider agrees that if an attendant or fill-in is not available to work during

the agreed upon hours of operation, Provider is to inform RCC of this change in hours and attendant billing should reflect the change. The Provider further understands and acknowledges that the drop-off sites which it is to staff shall initially be open during the following days and hours each week:

A.	<u>DAYS</u>	<u>HOURS</u>
May-Sept	Saturdays	8:00 AM – 12:00 PM
Oct-April	Saturdays	9:00 AM – 1:00 PM

Or as agreed upon by the parties herein;

B. HOLIDAYS: To be determined by the Village of Grantsburg.

The Provider understands and agrees that RCC may, upon agreement with the provider, decide to change the hours and days of operation, including but not limited to either increasing or decreasing the time that each drop-off site is open to the public. As a result thereof and/or upon review of the need of RCC for such services, RCC may request of the Provider that it make available a greater or lesser number of its employees for staffing purposes. The RCC asks that it be made known to them, if and when the hours and times of operation change.

5. RCC shall develop policies for purposes of the operation of each drop-off site by and through the Provider's employees. Said policies and amendments thereto shall be communicated, from time to time, by RCC to the Provider's representative. For all intents and purposes under this Agreement, the performance of services by the Provider's employees hereunder shall be supervised by and subject to the control of the Provider. It is understood, unless otherwise agreed upon between RCC and the Provider that the attendant will be present at the site during open hours of operation, and that said site will be maintained and kept in a clean, safe condition by the attendant. If problems exist or develop, it will be the responsibility of the attendant to notify RCC so that any unacceptable

conditions can be rectified as soon as possible. All materials collected at RCC recycling drop-off sites are the property of RCC, and such materials collected are the possession of RCC for purposes of marketing and proper recycling and disposal.

6. In exchange for the services of the Provider hereunder, RCC agrees to pay to the Provider **twelve and 00/100 Dollars (\$12.00)** for each hour of service rendered by an employee of the Provider. Said payments shall be made on a monthly, quarterly, or yearly basis following an invoice submitted by the Provider with respect to the number of hours of service provided in the immediate past month, quarter, or year. The Provider understands and agrees that it shall expect no further or other compensation, remuneration or payments other than those defined herein for the services described. Additional hours for other purposes other than attending the site at recycling drop-off sites must be approved of in advance by RCC. For those sites accepting materials requiring a fee (ex. – bulbs, computers, etc.), the RCC will maintain record of the number of such items picked up or dropped-off. The RCC will invoice the Provider for the cost of fee items based on the RCC 2026 pricing guide. The Provider is encouraged to maintain their records and charge sufficient monies to cover the costs associated with collection of fee items. Billing for attendant hours or other RCC-approved activities should be submitted on a monthly, quarterly, or yearly basis, or as otherwise agreed upon.

7. The term of this Agreement shall be for twelve (12) months, commencing with January 1, 2026. Either party may, with or without cause, terminate this Agreement upon thirty (30) days written notice to the other party at the address given in Paragraph 8 below. At or before the time set for termination of this Agreement, all monetary obligations hereunder shall be fully reimbursed.

8. Notices required or deemed necessary under this Agreement shall be served upon the

following representatives hereto:

PROVIDER: Village of Grantsburg
Sheila Meyer-Village Clerk/Treasurer
316 S. Brad St.
Grantsburg, WI 54840

RCC Sheldon Johnson, Executive Director
Recycling Control Commission
c/o Northwest Regional Planning Commission
1400 S. River Street
Spooner, WI 54801

Dated this ____ day of _____, 20__.

PROVIDER:

RECYCLING CONTROL COMMISSION:
(§66.03, Wis. Stat., Commission)

By: _____
Village of Grantsburg

By: Wayne Wiberg
RCC Chairperson,
Wayne Wiberg

EXHIBIT A

Grantsburg Recycling Center
401 N. Gary St.
Grantsburg, WI 54840

Eligible Hours:

May-Sept Saturdays
Oct-April Saturdays

8:00 AM – 12:00 PM
9:00 AM – 1:00 PM

Reimbursement of efforts based on up to 200 hours of time spent on recycling efforts during open hours of operation in 2026.

Holidays, vacation and sick days are not reimbursable by RCC. RCC coverage is for one employee during the eligible hours open. When submitting bill to RCC, please note total hours worked during billing period and multiply by \$12.00 to determine reimbursement amount.

Public Works Report January 12th,2026

Parks: Christmas in the park participant this year were 28, down from 40 last year. It was expected with the construction. Participants are asked to remove displays asap so construction does not get delayed.

Snow and ice: Most of our time since we last met has been plowing snow, hauling snow, trucking sand/salt and trying to keep up on equipment between snowfall events.

Streets: Street light pole is back up on Pine St from the collision that took place in September. With a new LED light head installed on it.

Water: Cross connections inspections for commercial buildings have been completed with Advanced Meter testing. No major violations were found.

Director of Public Works

John Erickson



Grantsburg Police Department

Law Total Incident Report, by Nature of Incident

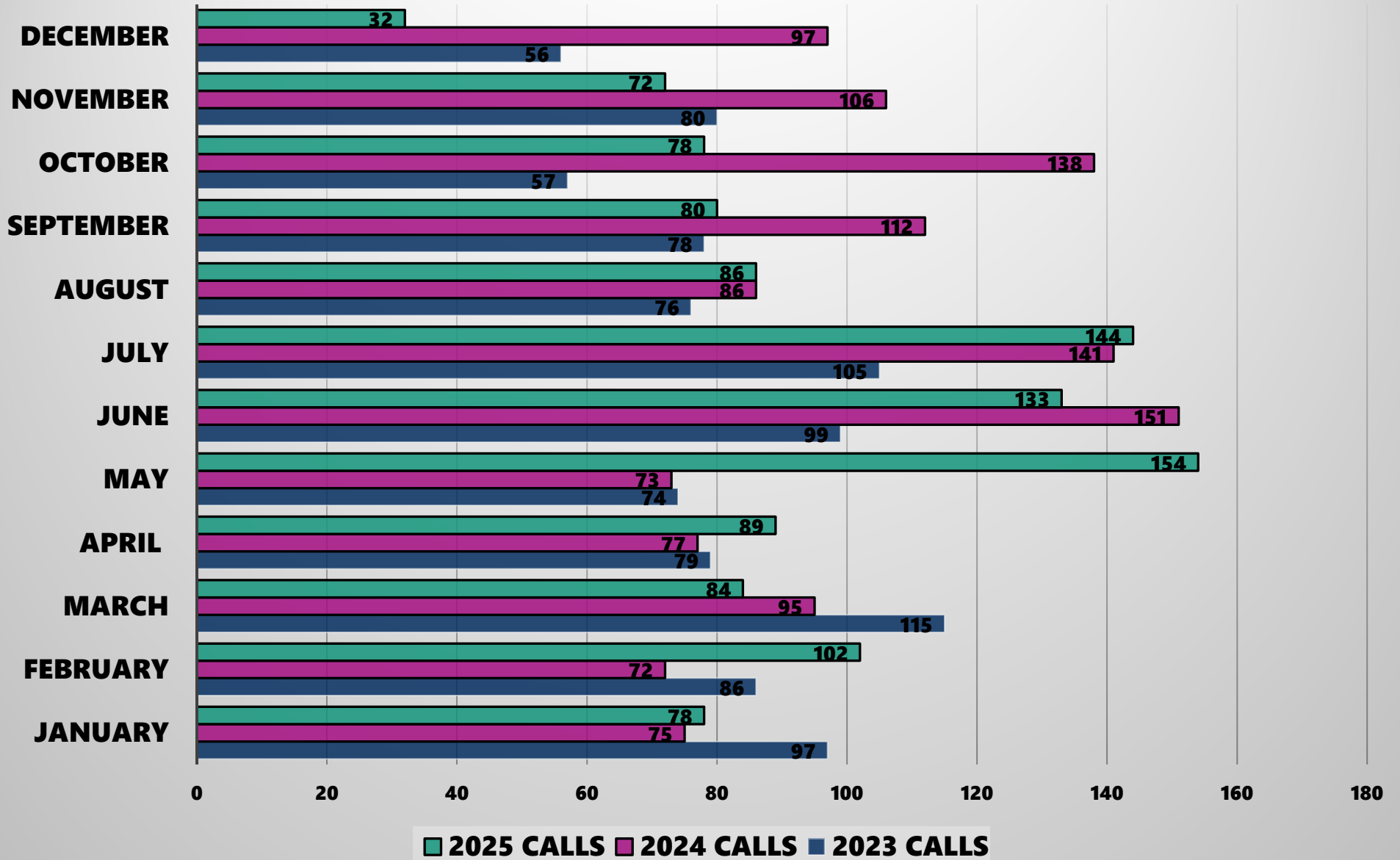
<u>Nature of Incident</u>	<u>Total Incidents</u>
Fire Alarm	1
Agency Assistance	4
Assist Citizen	2
Disabled Veh- Slide In-46	1
Disturbance	2
Drug Complaint	1
Erratic Driver	2
Fire-Gas-CO2	1
Juvenile Problem - School	2
Juvenile Problem	1
Medical Emergency	2
Ordinance Violation	3
Suspicious Person, Circumstnce	3
Theft/Shoplift	1
Traffic Stop	3
Welfare-Abuse-Neglect	3

Total reported: 32

Report Includes:

All dates between `00:00:00 12/01/25` and `23:59:59 12/31/25`, All agencies matching `GPD`, All natures, All locations, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes

GRANTSBURG POLICE DEPARTMENT CALLS FOR SERVICE



**Village of Grantsburg Clerk/Treasurer Report
License & Permits Issued
January 12, 2026**

Class "A" Beer and "Class A" Liquor License

25-21 REKN Enterprises LLC, dba Crex Liquors, Stanley T. Engstrand – Agent

VILLAGE OF GRANTSBURG

GENERAL CHECKING ACCOUNT

BALANCE	12/8/2025		\$427,715.05
Transfer to Treasury Acct + fee	12/26/2025	-	\$500,025.00
RECEIPTS	12/8 -12/31/2025	+	\$325,865.83
CHECKS PD	12/8 -12/31/2025	-	\$101,010.79
CHECKS #36788-36796			\$8,635.09
PAYROLL V9792-V9821			\$32,122.82
ACH/EFTPS & void ck 36629			\$60,252.88
CHECKING ACCT BALANCE	12/31/2025		<u>\$152,545.09</u>
RECEIPTS	1/1 - 1/12/2026	+	\$261,314.16
Transfer from Treasury Acct	1/5/26	+	\$308,719.65
CHECKS PD	1/1 - 1/12/2026	-	\$337,554.47
CHECKS #			\$0.00
PAYROLL #V9822-V9835			\$16,612.44
ACH/EFTPS			\$320,942.03
CHECKING ACCT BALANCE	1/12/2026		<u>\$385,024.43</u>
VOUCHERS TO APPROVE	1/12/2026		<u>\$304,641.69</u>
CHECKING ACCT BALANCE	1/12/2026		<u><u>\$80,382.74</u></u>
Treasury Account Balance	1/12/2026		<u><u>\$1,496,720.35</u></u>

3.Directors Report:

Programming:

December programming recap:

- Adult D & D- 22
- Tuesday book club-6
- Wee Play-58
- Storytime-47
- Chess Club- 22
- GeoGuessr- 10
- Teen Book Club- 6
- Nerd Night- 44
- Knitting group- 4

January Programming:

- Strategy Games, Nerd Night, GeoGuessr
- Book Club, D & D, Magic



Overdrive by Format

Adobe EPUB eBook	1
Kindle Book	87
OverDrive Listen	357
OverDrive Magazine	66
OverDrive Read	166
Pending (Audiobook)	6
Pending (eBook)	1

Checkouts by Act 150 Location

BUR *Grantsburg Village*	233
BUR Anderson Town	86
BUR Daniels Town	56
BUR Grantsburg Town	232
BUR Meenon Town	16
BUR Oakland Town	8
BUR Siren Town	8
BUR Siren Village	23
BUR Trade Lake Town	102
BUR West Marshland Town	172
BUR Wood River Town	118
DOU *Superior City*	2
ILL-Wisconsin	7
x POL Sterling	5
x POL West Sweden town	11

Checkouts by format

BLU-RAY	14
BOARD BOOK	25
BOOK	735
BOOK AND AUDIO	2
CD ABRIDGED	1
CD UNABRIDGED	12
COMBO BLU-RAY/DVD	2
DVD	187
EQUIPMENT	3
GAME DISC/CARTRIDGE	5
GRAPHIC NOVEL	71
ILL	2
KIT	2
LARGE PRINT	18
MAGAZINE	14

Checkouts by day

Mon	254
Tue	293
Wed	125
Thu	131
Fri	291

Allison Longhenry

From: Paul and Kate <pksummerfeld@yahoo.com>
Sent: Wednesday, December 3, 2025 4:12 PM
To: Allison Longhenry
Subject: RE: zoning permit



This email comes from outside the organization.

Do not click links or open attachments unless it is an email you expected to receive.

Good afternoon,

You are correct that we will continue living on our property throughout the building process in the same manner that we discussed with the board when we rezoned our lots back in May of 2024. The support we received then was so encouraging and we hope to continue to receive the same encouragement and support as we move forward in obtaining our zoning permit so that we can obtain our building permit so that we then can connect with the bank to see what is needed in moving forward with the loan process.

All these things take time and we appreciate the Village's continued patience and support as we move forward in taking the needed steps that were outlined by the board when we sold our home in Pine City to move here in June of this year.

We know that it is a goal and desire to expand the population of the Village of Grantsburg and we hope to help support that desire and goal as we move forward in our plans in building roots here.

If there is anything we need to bring or further information we need to know before the meeting on Monday, please don't hesitate to reach out.

Thank you!

On Wed, Dec 3, 2025 at 3:05 PM, Allison Longhenry <DeputyCT@villageofgrantsburg.gov> wrote:

Hello,

We have your permit review and variance request listed for 3:00 at the Administration Committee on Monday, December 8th. At this meeting, the board will discuss the current living situation on your lot as it does not comply with Village ordinances. I assume with the application for a dwelling permit, you were hoping to continue living on the parcel throughout the construction process?

Allison Longhenry

Deputy Clerk/Treasurer

From: Paul and Kate <pksummerfeld@yahoo.com>
Sent: Saturday, November 29, 2025 1:26 PM
To: Allison Longhenry <DeputyCT@villageofgrantsburg.gov>
Subject: Re: zoning permit



This email comes from outside the organization.

Do not click links or open attachments unless it is an email you expected to receive.

Good afternoon, Paul works until 2:30 so we wouldn't be able to get there until after 3:00, would that be acceptable?

Also to clarify, our zoning permit application is to build a primary structure, correct? That is at least what our goal was.

[Yahoo Mail: Search, Organize, Conquer](#)

On Sat, Nov 29, 2025 at 1:18 PM, Allison Longhenry

<DeputyCT@villageofgrantsburg.gov> wrote:

Hi Paul & Katherine,

The Village Board is reviewing zoning applications that have requests for a variance to Village Ordinances. The Administration Committee would meet with you, review your application and any variance requests you may have about living on a parcel without a primary structure. The next Administration Committee meeting will be Monday, December 8th between 2-4pm. Please let me know if you would be able to attend that meeting to discuss your current application.

Thank you,

Allison Longhenry

Deputy Clerk/Treasurer

Public Works Administrative Assistant



PHONE (715) 463-2405
EMAIL office@villageofgrantsburg.gov
WEBSITE www.villageofgrantsburg.gov
ADDRESS 316 S Brad St, Grantsburg WI 54840

Elected Officials and Members of Village Committees: In order to comply with Open Meeting Act requirements, please limit any reply to only the sender of this electronic communication.

Confidentiality Notice:

This transmission may contain information that is privileged, confidential, legally privileged, and/or exempt from disclosure under applicable law. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution, or use of the information contained herein (including any reliance thereon) is STRICTLY PROHIBITED. Although this transmission and any attachments are believed to be free of any virus or other defect that might affect any computer system into which it is received and opened, it is the responsibility of the recipient to ensure that it is virus free and no responsibility is accepted by the Village of Grantsburg, as applicable, for any loss or damage arising in any way from its use. If you received this transmission in error, please immediately contact the sender and destroy the material in its entirety, whether in electronic or hard copy format. Thank you.



VILLAGE OF GRANTSBURG

316 S. Brad Street
Grantsburg, WI 54840
715-463-2405
FAX 715-463-5555

Start here.

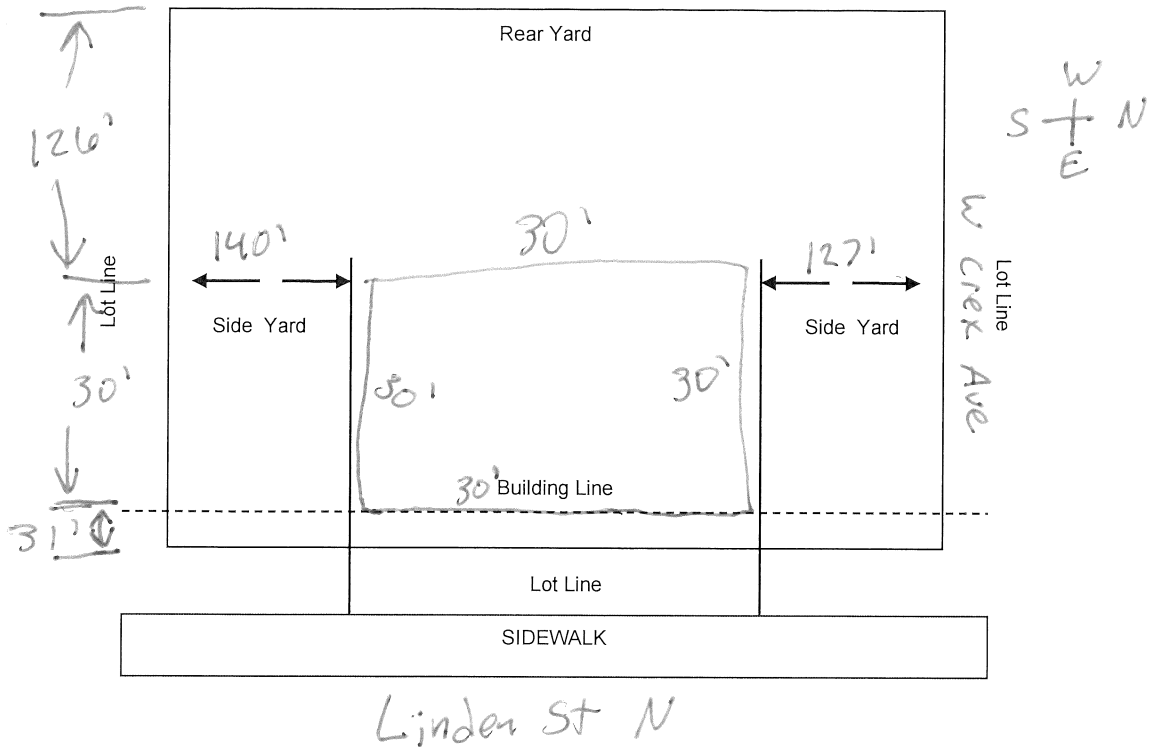
ZONING - RAZING - FENCE - SIGN PERMIT APPLICATION

OWNER'S NAME: Paul & Kate Sommerfeld	MAILING ADDRESS: 661 Linden St N Grantsburg, WI 54840	TELEPHONE: 715-497-8171
GENERAL CONTRACTOR NAME: Jeremiah Steck / Cornerstone	MAILING ADDRESS: Grantsburg, WI 54840	TELEPHONE: 763-245-3522
PROJECT LOCATION: 661 Linden St N, Grantsburg WI 54840		
PROJECT TYPE: Dwelling		
New Building Construction <input checked="" type="checkbox"/> Sq. Footage of Home: <u>900</u> Alterations <input type="checkbox"/> Repairs <input type="checkbox"/> Addition <input type="checkbox"/> Razing <input type="checkbox"/> Garage <input type="checkbox"/> If garage Detached <input type="checkbox"/> or Attached <input type="checkbox"/> Storage Shed/Accessory Building <input type="checkbox"/> Deck/Porch <input type="checkbox"/> Sign <input type="checkbox"/> Fence <input type="checkbox"/> Other <input type="checkbox"/>		
ZONING DISTRICT: R-1 <input type="checkbox"/> R-2 <input checked="" type="checkbox"/> R-3 <input type="checkbox"/> R-4 <input type="checkbox"/> B-1 <input type="checkbox"/> B-2 <input type="checkbox"/> B-3 <input type="checkbox"/> I-1 <input type="checkbox"/> A-1 <input type="checkbox"/> A-2 <input type="checkbox"/> PUD <input type="checkbox"/>		
All permit applications require the applicant properly mark their property lines and stake out where the addition/new building/garage/storage shed/accessory structure/deck/fence/sign etc. is going to be placed. <i>Please note: Single wide mobile (manufactured) homes are only allowed in the PUD District.</i>		
FOR GARAGES/STORAGE SHEDS: Total square feet of the proposed garage/storage shed: _____ Total square feet of ALL garages on property (including detached and attached): _____ Total number of storage sheds on property: _____ Total square feet of ALL storage sheds on property: _____		
RAZING (\$20 PERMIT FEE) Structure to Raze: House <input type="checkbox"/> Garage <input type="checkbox"/> Shed <input type="checkbox"/> Other <input type="checkbox"/>		
FENCE (\$25 PERMIT FEE) If fence will be placed on property line, approval letters from all affected neighboring property owners are attached. Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>		
SIGNS (\$25 PER SIGN) Type of sign(s): wall <input type="checkbox"/> ground <input type="checkbox"/> projected <input type="checkbox"/> roof <input type="checkbox"/> shopping center/Industrial Park directory <input type="checkbox"/> Square footage of proposed sign(s): _____ Total square footage of each type of sign located on property: Wall _____ Ground _____ Projected _____ Roof _____ Directory (Shopping/Industrial) _____		
UDC PERMIT REQUIRED FOR ALL NEW ONE- AND TWO-FAMILY DWELLINGS INCLUDING ADDITIONS, ATTACHED GARAGES TO HOMES AGED 1980 AND NEWER.		
UDC Permit Required? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Contact Dan Kegley with REM Inspecting at 715-497-3458. A zoning permit will be required from the Village BEFORE the applicant may be issued a UDC permit.		

COMMERCIAL STRUCTURES: State approved plans through the State of Wisconsin Department of Commerce Safety and Buildings may be necessary depending on the type of project. If state approved plans are necessary, a copy of the plans must be submitted with this application.

Contact Information for the State of Wisconsin Department of Commerce Safety and Buildings
 www.commerce.state.wi.us/SB/ Hayward Office: 715-634-8114

Please fill in all dimensions and locate all buildings, including accessory structures.



Permit Fees: Building/Zoning Permits \$20.00 Minimum plus \$1.00 for each \$1,000 of construction costs.

COMPLETION DATE	ESTIMATED COST	FEE DUE
possibly summer or fall 2026	\$ 117,508.27	\$ 157

CONDITIONS OF APPROVAL

This permit is issued pursuant to the following conditions:

The applicant agrees to comply with the Wisconsin Uniform Dwelling Code, State of Wisconsin Statutes, Municipal Ordinances of the Village of Grantsburg, and with the conditions of this permit; understands that the issuance of the permit creates no legal liability, express or implied, on the Municipality; and certifies that all the above information is accurate. I also understand that addressing storm water issues are the responsibility of the owner. Failure to comply with the above conditions may result in suspension or revocation of this permit or other penalty.

The Village of Grantsburg is not an enforcement authority for private restrictive covenants in place for certain subdivisions. Applying for and obtaining this permit **DOES NOT** provide any authority to violate any restrictive covenants that govern the property described in this application. Please review any Restrictive Covenants that may apply to your property prior to submitting this application.

[Handwritten Signature] / *[Handwritten Signature]* 10-20-25
 Applicant Signature Date

For Office Use Only

PERMIT NUMBER: _____ DATE ISSUED: _____

PARCEL #: _____ AMOUNT/DATE PAID: _____

VILLAGE OFFICE APPROVAL: _____

Chapter 225. Building Construction

§ 225-2. Building permits.

A. Permit required.

- (1) General permit requirement. No building of any kind shall be moved within or into the Village and no new building or structure, or any part thereof, shall hereafter be erected, or ground broken for the same, or enlarged, altered, moved, demolished, razed or used within the Village, except as herein provided, until a permit therefor shall first have been obtained by the owner or his authorized agent from the Village Clerk or Building Inspector.
- (2) Applicability; Building Inspector.
 - (a) All building construction, including construction not covered by § 225-3, One- and two-family dwellings, is covered by this section, including alterations and additions to dwellings constructed before June 1, 1980, detached and other non-dwelling building construction.
 - (b) Any addition or alteration, regardless of cost, made to a building shall be made in conformity with the applicable section of this chapter.
- (3) Alterations and repairs. The following provisions shall apply to buildings altered or repaired:
 - (a) Alterations. When any existing building or structure accommodates a legal occupancy and use but is of a substandard type of construction, then alterations which involve beams, girders, columns, bearing or other walls, room arrangement, heating and air-conditioning systems, light and ventilation, or changes in location of exit stairways or exits, or any or all of the above, may be made in order to bring such existing construction into conformity with the minimum requirements of this chapter applicable to such occupancy and use and given type of construction, when not in conflict with any other regulations.
 - (b) Repairs. Repairs for purposes of maintenance, or replacements in any existing building or structure which do not involve the structural portions of the building or structure or which do not affect room arrangement, light and ventilation, access to or efficiency of any exit stairways or exits, fire protection, or exterior aesthetic appearance and which do not increase a given occupancy or use shall be deemed minor repairs.
 - (c) When alterations are not permitted. When any existing building or structure which, for any reason whatsoever, does not conform to the regulation of this chapter has deteriorated from any cause whatsoever to an extent greater than 50% of the equalized value of the building or structure, no alterations or moving of such building or structure shall be permitted. Any such building or structure shall be considered a menace to public safety and welfare and shall be ordered vacated and thereafter demolished and debris removed from the premises.
 - (d) Alterations and repairs required. When any of the structural members of any building or structure have deteriorated from any cause whatsoever to less than their required strength, the owner of such a building or structure shall cause such structural members to be restored to their required strength, failing in which the building or structure shall be considered a menace to public safety and shall be vacated and thereafter no further occupancy or use of the same shall be permitted until the regulations of this chapter are complied with.
 - (e) Extent of deterioration. The amount and extent of deterioration of any existing building or structure shall be determined by the Building Inspector or his designee.

B. Application. Application for a building permit shall be made in writing upon a form furnished by the Village Clerk or Building Inspector and shall state the name and address of the owner of the land and also the owner of the building, if different, the legal description of the land upon which the building is to be located, the name and address of the designer, and the use to which said building is to be put and such other information as the Village Clerk or Building Inspector may require.

C. Dedicated street and approved subdivision required. No building permit shall be issued unless the property on which the building is proposed to be built abuts a street that has been dedicated for street purposes. No building permits shall be issued until the subdivision and required improvements are accepted by the Village Board.

D. Utilities required.

- (1) Residential buildings. No building permit shall be issued for the construction of any residential building until sewer, water, grading and graveling are installed in the streets necessary to service the property for which the permit is required and a receipt for payment of electrical hookup is presented to the Village Clerk.
- (2) Nonresidential building. No building permit shall be issued for the construction of any building other than residential until contracts have been let for the installation of sewer, water, grading and graveling in the streets necessary to service the property for which the permit is requested.
- (3) Occupancy. No person shall occupy any building until sewer, water, grading and graveling are installed in the streets necessary to service the property, and a certificate of occupancy shall not be issued until such utilities are available to service the property.

- E. Plans. With such application, there shall be submitted a complete set of plans and specifications, including a plot plan showing the location of the proposed building with respect to adjoining roads, highways, streets, alleys, lot lines and buildings. Plans for buildings involving the State Building Code shall bear the stamp of approval of the State Department of Safety and Professional Services. One plan shall be submitted which shall remain on file in the office of the Village Clerk. All plans and specifications shall be signed by the designer. Plans for all new one- and two-family dwellings shall comply with the provisions of § 225-3 of this chapter.
- F. Waiver of plans. If the Building Inspector or his designee finds that the character of the work is sufficiently described in the application, he may waive the filing of plans for alterations, repairs or moving.
- G. Approval of plans.
- (1) If the Building Inspector or his designee determines that the building will comply in every respect with all ordinances and orders of the Village and all applicable laws and orders of the State of Wisconsin, he shall issue a building permit which shall state the use to which said building is to be put, which shall be kept and displayed at the site of the proposed building. After being approved, the plans and specifications shall not be altered in any respect which involves any of the above-mentioned ordinances, laws or orders or which involves the safety of the building or the occupants, except with the written consent of the Building Inspector.
 - (2) In case adequate plans are presented for part of the building only, the Building Inspector or his designee, at his discretion, may issue a permit for that part of the building before receiving the plans and specifications for the entire building.
- H. Permit lapses. A building permit shall lapse and be void unless building operations are commenced within six months or if construction has not been completed within one year from the date of issuance thereof.
- I. Revocation of permits.
- (1) The Building Inspector or Village Board may revoke any building, plumbing or electrical permit, certificate of occupancy, or approval issued under the regulations of this chapter and may stop construction or use of approved materials, equipment, methods of construction, devices or appliances for any of the following reasons:
 - (a) Whenever the Building Inspector or Village Board shall find at any time that applicable ordinances, laws, orders, plans and specifications are not being complied with and that the holder of the permit refused to conform after written warning has been issued to him.
 - (b) Whenever the continuance of any construction becomes dangerous to life of property.
 - (c) Whenever there is any violation of any condition or provisions of the application for permit or of the permit.
 - (d) Whenever, in the opinion of the Building Inspector or Village Board, there is inadequate supervision provided on the job site.
 - (e) Whenever any false statement or misrepresentation has been made in the application for permit, plans, drawings, data specifications or certified lot or plot plan on which the issuance of the permit or approval was based.
 - (f) Whenever there is a violation of any of the conditions of an approval or certificate of occupancy given by the Building Inspector or his designee for the use of all new materials, equipment, methods of construction, devices or appliances.
 - (2) The notice revoking a building, plumbing or electrical permit and certificate of occupancy or approval shall be in writing and may be served upon the applicant for the permit, owner of the premises and his agent, if any, and on the person having charge of construction.
 - (3) A revocation placard shall also be posted upon the building, structure, equipment or premises in question by the Building Inspector or his designee.
 - (4) After the notice is served upon the persons as aforesaid and posted, it shall be unlawful for any person to proceed thereafter with any construction operation whatsoever on the premises, and the permit which has been so revoked shall be null and void, and before any construction or operation is again resumed, a new permit, as required by this chapter, shall be procured and fees paid therefor, and thereafter the resumption of any construction or operation shall be in compliance with the regulations of this chapter. However, such work as the Building Inspector or the Village Board may order as a condition precedent to the reissuance of the building permit may be performed, or such work as he may require for the preservation of life and safety.

Chapter 595. Zoning

Article II. General Provisions

§ 595-10. Site regulations.

- A. Site suitability. No land shall be used or structure erected where the land is held unsuitable for such use or structure by the Village Board and Plan Commission by reason of flooding, concentrated runoff, inadequate drainage, adverse soil or rock formation, unfavorable topography, low percolation rate or low bearing strength, erosion susceptibility or any other feature likely to be harmful to the health, safety, prosperity, aesthetics and general welfare of this community. The Plan Commission, in applying the provisions of this subsection, shall, in writing, recite the particular facts upon which it bases its conclusion that the land is not suitable for certain uses. The applicant shall have an opportunity to present evidence contesting such unsuitability if he so desires. Thereafter, the Plan Commission may affirm, modify or withdraw its determination of unsuitability when making its recommendation to the Village Board.
- B. Street frontage. All lots shall abut upon a public street or other officially approved means of access, and each lot shall have a minimum frontage of 40 feet at the front setback line; however, to be buildable, the lot shall comply with the frontage requirements of the zoning district in which it is located.

- C. Dedicated street. All lots shall abut a public street or Village-approved private road or way which is constructed to applicable Village standards. No zoning permit shall be issued for a lot which abuts a public street dedicated to only a portion of its proposed width and located on that side thereof from which the required dedication has not been secured.
- D. Preservation of topography. In order to protect the property owner from possible damage due to change in the existing grade of adjoining lands and to aid in preserving and protecting the natural beauty and character of the landscape, no change in the existing topography of any land shall be made which would result in increasing any portion of the slope to a ratio greater than 1 1/2 horizontal to one vertical within a distance of 20 feet from the property line, except with the written consent of the owner of the abutting property and with the approval of the Village Board, upon the recommendation of the Plan Commission, or which would alter the existing drainage or topography in any way as to adversely affect the adjoining property. In no case shall any slope exceed the normal angle of slippage of the material involved, and all slopes shall be protected against erosion.
- E. Decks and porches. For purposes of this chapter, handicapped ramps, decks, porches and fireplace chases shall be considered a part of a building or structure for determining setback compliance.
- F. Vacated streets. Whenever any street, alley, easement or public way is vacated by official action, the zoning district abutting the center line of said vacated area shall not be affected by such proceeding.
- G. Principal structures. All principal structures shall be located on a legal lot. Except in the case of planned unit developments, not more than one principal building or use and two accessory structures, including a private garage, may be located on a lot in any residential district.
- H. Prohibited dwelling units (accessory buildings, recreational vehicles, tents, etc.).
- (1) Except as provided in Subsection H(2) below, no cellar, basement or unfinished home, garage, tent, recreational vehicle, camper, recreational trailer or accessory building shall, at any time, be used as a dwelling unit. Basements shall not be used as dwelling units, except where specifically designed for such use through proper damp-proofing, fire-protecting walls and other requirements as may be imposed by the building and housing codes.
 - (2) A recreational vehicle, camper or tent on private property not zoned for campground purposes may be occupied as living quarters for no more than seven days on parcels with no principal structure present or 21 days on parcels with a principal structure present within a ninety-day period. Such occupancy is permissible only with the written permission of the property owner.
- I. Temporary uses. Temporary uses such as real estate sales field offices or shelters for materials and equipment being used in the construction of a permanent structure may be permitted by the Zoning Administrator. The Zoning Administrator may impose conditions on such temporary uses.
- J. Screening regulations. Any use required by this chapter to be screened shall meet applicable bufferyard and screening requirements, specifically § 595-13.
- K. Number of permitted tenants. No owner of any dwelling shall lease or enter any lease of any one dwelling unit to more than six persons not related by blood, marriage, adoption or legal guardianship, living together as a single housekeeping unit and using common cooking facilities, or more than 10 persons living together as a single housekeeping unit and using common cooking facilities in a foster home wherein the foster parents have been licensed by the State of Wisconsin.
- L. Yard reduction or joint use.
- (1) No lot, yard, parking area, building area or other space shall be reduced in area or dimension so as not to meet the provisions of this chapter. No part of any lot, yard, parking area or other space required for a structure or use shall be used for any other structure or use.
 - (2) No yard or other open space allocated to a structure or parcel of land shall be used to satisfy yard, other open spaces or minimum lot area requirements for any other structure or parcel.
- M. Lots abutting more restrictive district. Any side yard, rear yard or court abutting a district boundary line shall have a minimum width and depth in the less restricted district equal to the average of the required minimum widths and depths for such yards and courts in the two districts which abut the district boundary line.
- N. Double frontage lots. Buildings on through lots and extending from street to street may have waived the requirements for a rear yard by furnishing an equivalent open space on the same lot in lieu of the required rear yard, provided that the setback requirements on both streets shall be complied with.
- O. Area required for rubbish containers. On all premises on which there will be constructed after the effective date of this chapter a new structure which will house six or more dwelling units, any existing building converted to six or more dwelling units after such date, or any rooming house or other residential structure having six or more occupants, there shall be provided a sufficient area as determined by the Plan Commission for screened refuse/recycling collection containers. Such area shall not be located in the front or street side yard and shall be accessible by motorized vehicles or other motorized equipment. Such area shall not be a required off-street parking area and shall be shown on the plot plan submitted at the time of application for a permit.

Chapter 225. Building Construction

§ 225-2. Building permits.

A. Permit required.

- (1) General permit requirement. No building of any kind shall be moved within or into the Village and no new building or structure, or any part thereof, shall hereafter be erected, or ground broken for the same, or enlarged, altered, moved, demolished, razed or used within the Village, except as herein provided, until a permit therefor shall first have been obtained by the owner or his authorized agent from the Village Clerk or Building Inspector.
- (2) Applicability; Building Inspector.
 - (a) All building construction, including construction not covered by § 225-3, One- and two-family dwellings, is covered by this section, including alterations and additions to dwellings constructed before June 1, 1980, detached and other non-dwelling building construction.
 - (b) Any addition or alteration, regardless of cost, made to a building shall be made in conformity with the applicable section of this chapter.
- (3) Alterations and repairs. The following provisions shall apply to buildings altered or repaired:
 - (a) Alterations. When any existing building or structure accommodates a legal occupancy and use but is of a substandard type of construction, then alterations which involve beams, girders, columns, bearing or other walls, room arrangement, heating and air-conditioning systems, light and ventilation, or changes in location of exit stairways or exits, or any or all of the above, may be made in order to bring such existing construction into conformity with the minimum requirements of this chapter applicable to such occupancy and use and given type of construction, when not in conflict with any other regulations.
 - (b) Repairs. Repairs for purposes of maintenance, or replacements in any existing building or structure which do not involve the structural portions of the building or structure or which do not affect room arrangement, light and ventilation, access to or efficiency of any exit stairways or exits, fire protection, or exterior aesthetic appearance and which do not increase a given occupancy or use shall be deemed minor repairs.
 - (c) When alterations are not permitted. When any existing building or structure which, for any reason whatsoever, does not conform to the regulation of this chapter has deteriorated from any cause whatsoever to an extent greater than 50% of the equalized value of the building or structure, no alterations or moving of such building or structure shall be permitted. Any such building or structure shall be considered a menace to public safety and welfare and shall be ordered vacated and thereafter demolished and debris removed from the premises.
 - (d) Alterations and repairs required. When any of the structural members of any building or structure have deteriorated from any cause whatsoever to less than their required strength, the owner of such a building or structure shall cause such structural members to be restored to their required strength, failing in which the building or structure shall be considered a menace to public safety and shall be vacated and thereafter no further occupancy or use of the same shall be permitted until the regulations of this chapter are complied with.
 - (e) Extent of deterioration. The amount and extent of deterioration of any existing building or structure shall be determined by the Building Inspector or his designee.

B. Application. Application for a building permit shall be made in writing upon a form furnished by the Village Clerk or Building Inspector and shall state the name and address of the owner of the land and also the owner of the building, if different, the legal description of the land upon which the building is to be located, the name and address of the designer, and the use to which said building is to be put and such other information as the Village Clerk or Building Inspector may require.

C. Dedicated street and approved subdivision required. No building permit shall be issued unless the property on which the building is proposed to be built abuts a street that has been dedicated for street purposes. No building permits shall be issued until the subdivision and required improvements are accepted by the Village Board.

D. Utilities required.

- (1) Residential buildings. No building permit shall be issued for the construction of any residential building until sewer, water, grading and graveling are installed in the streets necessary to service the property for which the permit is required and a receipt for payment of electrical hookup is presented to the Village Clerk.
- (2) Nonresidential building. No building permit shall be issued for the construction of any building other than residential until contracts have been let for the installation of sewer, water, grading and graveling in the streets necessary to service the property for which the permit is requested.
- (3) Occupancy. No person shall occupy any building until sewer, water, grading and graveling are installed in the streets necessary to service the property, and a certificate of occupancy shall not be issued until such utilities are available to service the property.

- E. Plans. With such application, there shall be submitted a complete set of plans and specifications, including a plot plan showing the location of the proposed building with respect to adjoining roads, highways, streets, alleys, lot lines and buildings. Plans for buildings involving the State Building Code shall bear the stamp of approval of the State Department of Safety and Professional Services. One plan shall be submitted which shall remain on file in the office of the Village Clerk. All plans and specifications shall be signed by the designer. Plans for all new one- and two-family dwellings shall comply with the provisions of § 225-3 of this chapter.
- F. Waiver of plans. If the Building Inspector or his designee finds that the character of the work is sufficiently described in the application, he may waive the filing of plans for alterations, repairs or moving.
- G. Approval of plans.
- (1) If the Building Inspector or his designee determines that the building will comply in every respect with all ordinances and orders of the Village and all applicable laws and orders of the State of Wisconsin, he shall issue a building permit which shall state the use to which said building is to be put, which shall be kept and displayed at the site of the proposed building. After being approved, the plans and specifications shall not be altered in any respect which involves any of the above-mentioned ordinances, laws or orders or which involves the safety of the building or the occupants, except with the written consent of the Building Inspector.
 - (2) In case adequate plans are presented for part of the building only, the Building Inspector or his designee, at his discretion, may issue a permit for that part of the building before receiving the plans and specifications for the entire building.
- H. Permit lapses. A building permit shall lapse and be void unless building operations are commenced within six months or if construction has not been completed within one year from the date of issuance thereof.
- I. Revocation of permits.
- (1) The Building Inspector or Village Board may revoke any building, plumbing or electrical permit, certificate of occupancy, or approval issued under the regulations of this chapter and may stop construction or use of approved materials, equipment, methods of construction, devices or appliances for any of the following reasons:
 - (a) Whenever the Building Inspector or Village Board shall find at any time that applicable ordinances, laws, orders, plans and specifications are not being complied with and that the holder of the permit refused to conform after written warning has been issued to him.
 - (b) Whenever the continuance of any construction becomes dangerous to life of property.
 - (c) Whenever there is any violation of any condition or provisions of the application for permit or of the permit.
 - (d) Whenever, in the opinion of the Building Inspector or Village Board, there is inadequate supervision provided on the job site.
 - (e) Whenever any false statement or misrepresentation has been made in the application for permit, plans, drawings, data specifications or certified lot or plot plan on which the issuance of the permit or approval was based.
 - (f) Whenever there is a violation of any of the conditions of an approval or certificate of occupancy given by the Building Inspector or his designee for the use of all new materials, equipment, methods of construction, devices or appliances.
 - (2) The notice revoking a building, plumbing or electrical permit and certificate of occupancy or approval shall be in writing and may be served upon the applicant for the permit, owner of the premises and his agent, if any, and on the person having charge of construction.
 - (3) A revocation placard shall also be posted upon the building, structure, equipment or premises in question by the Building Inspector or his designee.
 - (4) After the notice is served upon the persons as aforesaid and posted, it shall be unlawful for any person to proceed thereafter with any construction operation whatsoever on the premises, and the permit which has been so revoked shall be null and void, and before any construction or operation is again resumed, a new permit, as required by this chapter, shall be procured and fees paid therefor, and thereafter the resumption of any construction or operation shall be in compliance with the regulations of this chapter. However, such work as the Building Inspector or the Village Board may order as a condition precedent to the reissuance of the building permit may be performed, or such work as he may require for the preservation of life and safety.

Chapter 595. Zoning

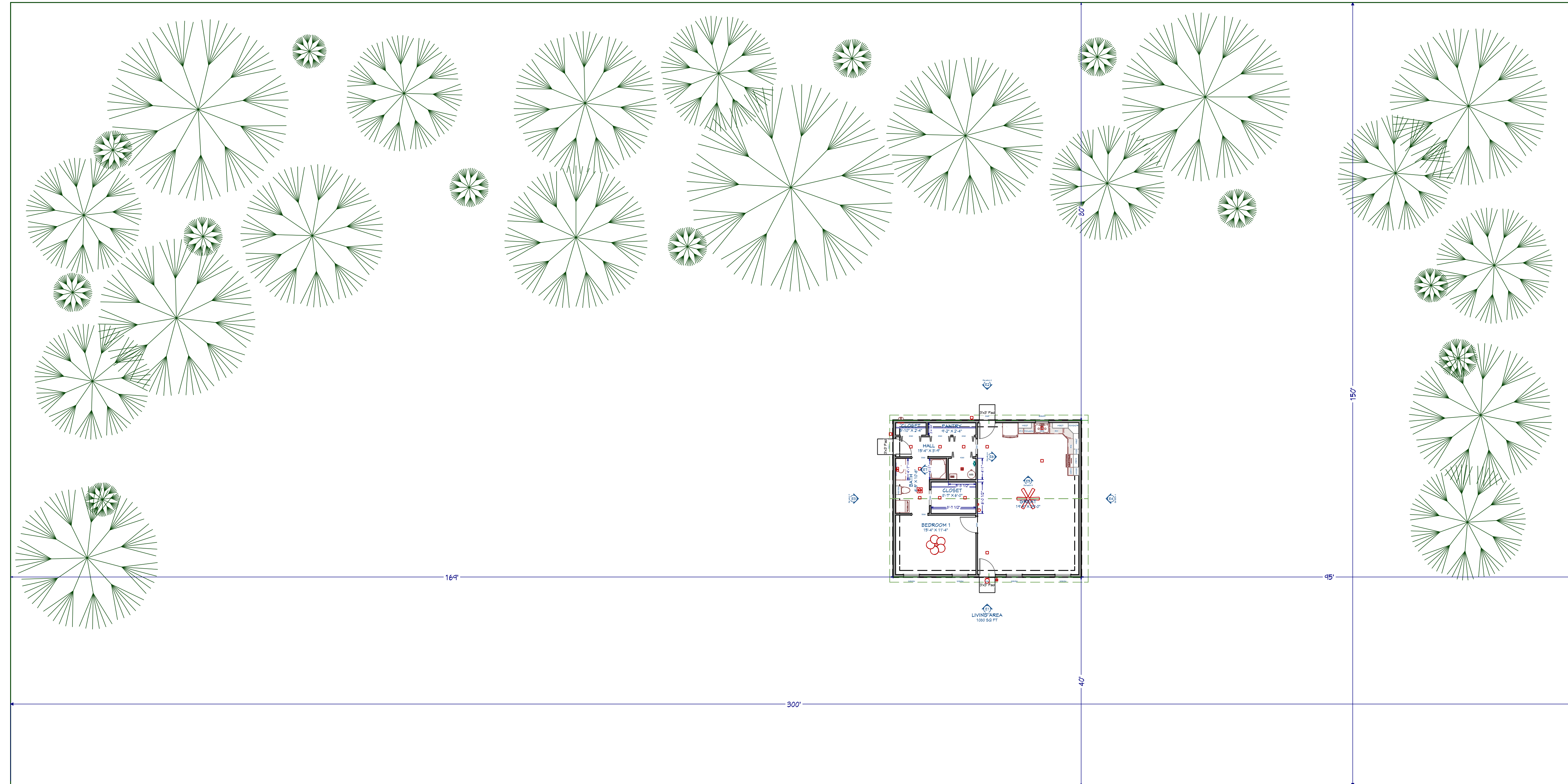
Article II. General Provisions

§ 595-10. Site regulations.

- A. Site suitability. No land shall be used or structure erected where the land is held unsuitable for such use or structure by the Village Board and Plan Commission by reason of flooding, concentrated runoff, inadequate drainage, adverse soil or rock formation, unfavorable topography, low percolation rate or low bearing strength, erosion susceptibility or any other feature likely to be harmful to the health, safety, prosperity, aesthetics and general welfare of this community. The Plan Commission, in applying the provisions of this subsection, shall, in writing, recite the particular facts upon which it bases its conclusion that the land is not suitable for certain uses. The applicant shall have an opportunity to present evidence contesting such unsuitability if he so desires. Thereafter, the Plan Commission may affirm, modify or withdraw its determination of unsuitability when making its recommendation to the Village Board.
- B. Street frontage. All lots shall abut upon a public street or other officially approved means of access, and each lot shall have a minimum frontage of 40 feet at the front setback line; however, to be buildable, the lot shall comply with the frontage requirements of the zoning district in which it is located.

- C. Dedicated street. All lots shall abut a public street or Village-approved private road or way which is constructed to applicable Village standards. No zoning permit shall be issued for a lot which abuts a public street dedicated to only a portion of its proposed width and located on that side thereof from which the required dedication has not been secured.
- D. Preservation of topography. In order to protect the property owner from possible damage due to change in the existing grade of adjoining lands and to aid in preserving and protecting the natural beauty and character of the landscape, no change in the existing topography of any land shall be made which would result in increasing any portion of the slope to a ratio greater than 1 1/2 horizontal to one vertical within a distance of 20 feet from the property line, except with the written consent of the owner of the abutting property and with the approval of the Village Board, upon the recommendation of the Plan Commission, or which would alter the existing drainage or topography in any way as to adversely affect the adjoining property. In no case shall any slope exceed the normal angle of slippage of the material involved, and all slopes shall be protected against erosion.
- E. Decks and porches. For purposes of this chapter, handicapped ramps, decks, porches and fireplace chases shall be considered a part of a building or structure for determining setback compliance.
- F. Vacated streets. Whenever any street, alley, easement or public way is vacated by official action, the zoning district abutting the center line of said vacated area shall not be affected by such proceeding.
- G. Principal structures. All principal structures shall be located on a legal lot. Except in the case of planned unit developments, not more than one principal building or use and two accessory structures, including a private garage, may be located on a lot in any residential district.
- H. Prohibited dwelling units (accessory buildings, recreational vehicles, tents, etc.).
- (1) Except as provided in Subsection **H(2)** below, no cellar, basement or unfinished home, garage, tent, recreational vehicle, camper, recreational trailer or accessory building shall, at any time, be used as a dwelling unit. Basements shall not be used as dwelling units, except where specifically designed for such use through proper damp-proofing, fire-protecting walls and other requirements as may be imposed by the building and housing codes.
 - (2) A recreational vehicle, camper or tent on private property not zoned for campground purposes may be occupied as living quarters for no more than seven days on parcels with no principal structure present or 21 days on parcels with a principal structure present within a ninety-day period. Such occupancy is permissible only with the written permission of the property owner.
- I. Temporary uses. Temporary uses such as real estate sales field offices or shelters for materials and equipment being used in the construction of a permanent structure may be permitted by the Zoning Administrator. The Zoning Administrator may impose conditions on such temporary uses.
- J. Screening regulations. Any use required by this chapter to be screened shall meet applicable bufferyard and screening requirements, specifically § 595-13.
- K. Number of permitted tenants. No owner of any dwelling shall lease or enter any lease of any one dwelling unit to more than six persons not related by blood, marriage, adoption or legal guardianship, living together as a single housekeeping unit and using common cooking facilities, or more than 10 persons living together as a single housekeeping unit and using common cooking facilities in a foster home wherein the foster parents have been licensed by the State of Wisconsin.
- L. Yard reduction or joint use.
- (1) No lot, yard, parking area, building area or other space shall be reduced in area or dimension so as not to meet the provisions of this chapter. No part of any lot, yard, parking area or other space required for a structure or use shall be used for any other structure or use.
 - (2) No yard or other open space allocated to a structure or parcel of land shall be used to satisfy yard, other open spaces or minimum lot area requirements for any other structure or parcel.
- M. Lots abutting more restrictive district. Any side yard, rear yard or court abutting a district boundary line shall have a minimum width and depth in the less restricted district equal to the average of the required minimum widths and depths for such yards and courts in the two districts which abut the district boundary line.
- N. Double frontage lots. Buildings on through lots and extending from street to street may have waived the requirements for a rear yard by furnishing an equivalent open space on the same lot in lieu of the required rear yard, provided that the setback requirements on both streets shall be complied with.
- O. Area required for rubbish containers. On all premises on which there will be constructed after the effective date of this chapter a new structure which will house six or more dwelling units, any existing building converted to six or more dwelling units after such date, or any rooming house or other residential structure having six or more occupants, there shall be provided a sufficient area as determined by the Plan Commission for screened refuse/recycling collection containers. Such area shall not be located in the front or street side yard and shall be accessible by motorized vehicles or other motorized equipment. Such area shall not be a required off-street parking area and shall be shown on the plot plan submitted at the time of application for a permit.

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Current R2 Zoning Setbacks: Side- 6', Front- 25', Rear- 25'

REVISION TABLE	
NUMBER	DATE

Sommerfeld Build
 661 Linden Street
 Grantsburg, WI 54840

PLOT PLAN

DRAWINGS PROVIDED BY:
 Springvale Contracting, Inc.
 Alan Kortan - President
 #612-559-8489
 springvalecontractinginc@gmail.com

DATE:

1/2/2026

SCALE:

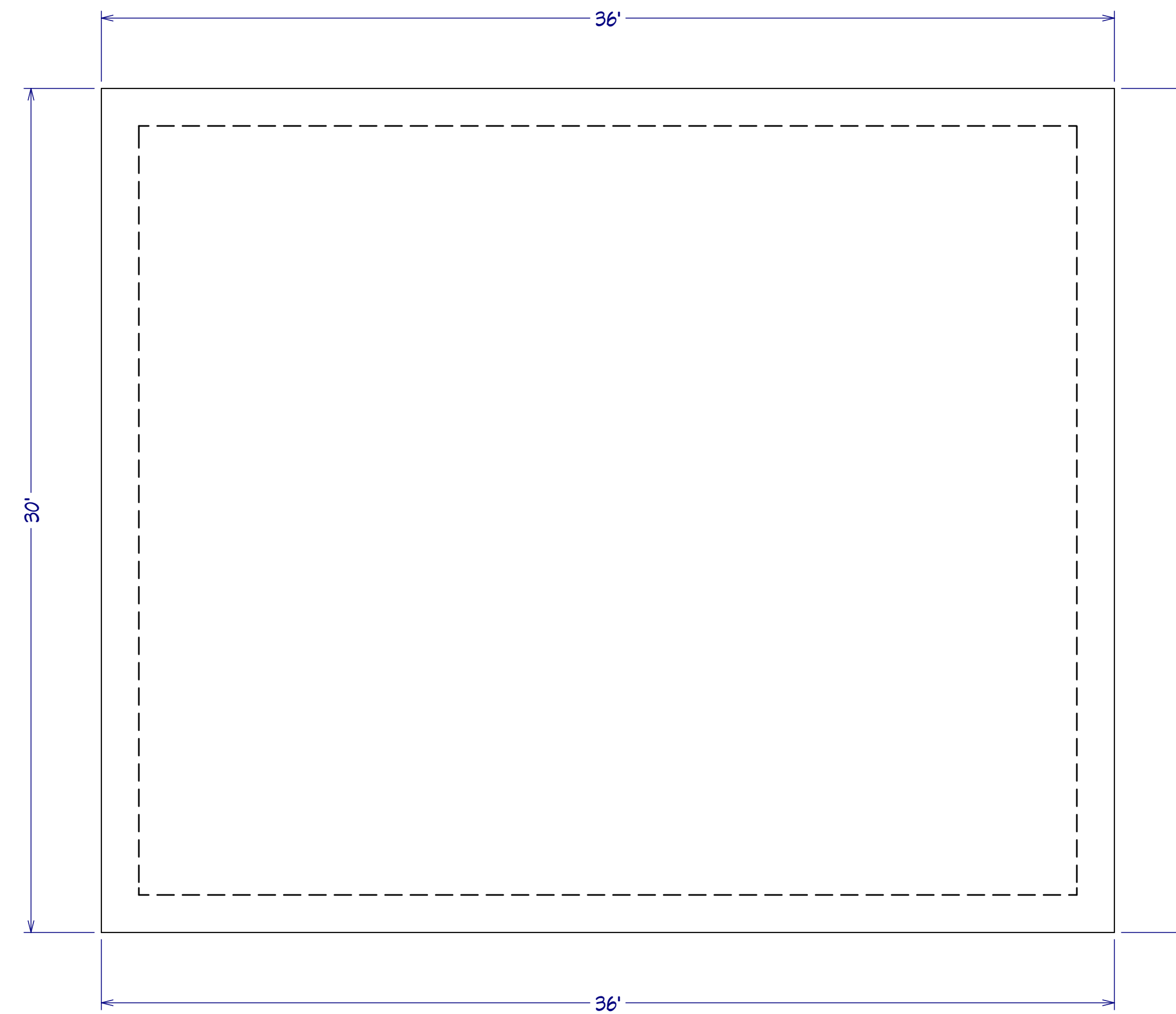
1/12"

SHEET:

P-1

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LIVING AREA
1080 SQ FT

R10 XPS Frost Protected Shallow Footings Monolithic Slab Foundation with Perimeter Footings
24" Belled Edge Footing Depth to be jobsite verified for correct depth on compacted soil
R10 XPS used for under slab for Radiant Heat System

REVISION TABLE	
NUMBER	DATE

Sommerfeld Build
661 Linden Street
Grantsburg, WI 54840

FOUNDATION PLAN

DRAWINGS PROVIDED BY:
Springvale Contracting, Inc.
Alan Kortan - President
#612-559-8489
springvalecontractinginc@gmail.com

DATE:

1/2/2026

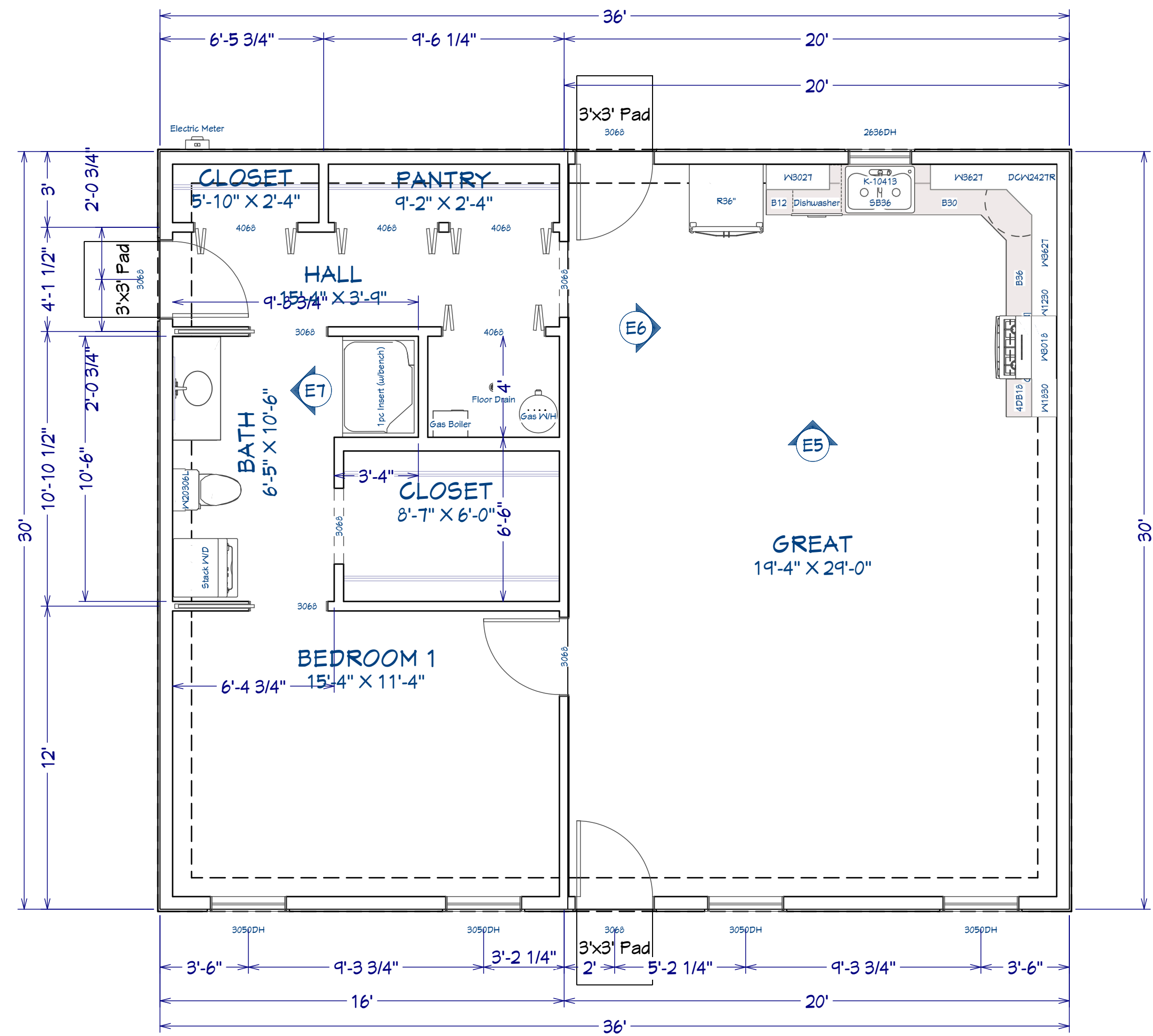
SCALE:

1/4"

SHEET:

P-2

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LIVING AREA
1080 SQ FT

2"x6" Wall Construction w/Studs 2' o.c. All framing members stacked from footing to roof trusses
 R21 Fiberglass Wall Insulation Batts
 7/16" Georgia Pacific Force Field Wall Sheathing System w/taped joints
 Vinyl Siding

REVISION TABLE	
NUMBER	DATE

Sommerfeld Build
 661 Linden Street
 Grantsburg, WI 54840

FLOOR PLAN

DRAWINGS PROVIDED BY:
 Springvale Contracting, Inc.
 Alan Kortan - President
 #612-559-8489
 springvalecontractinginc@gmail.com

DATE:

1/2/2026

SCALE:

1/4"

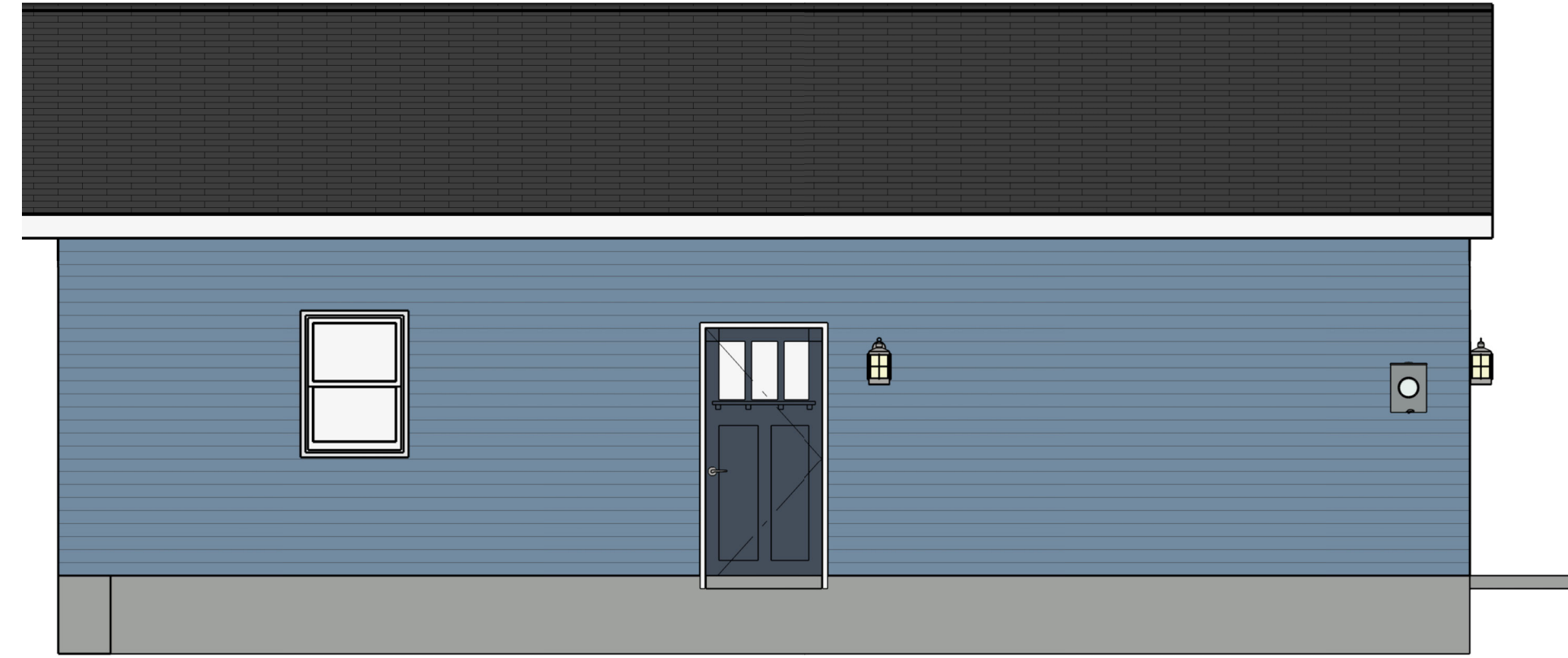
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P-3

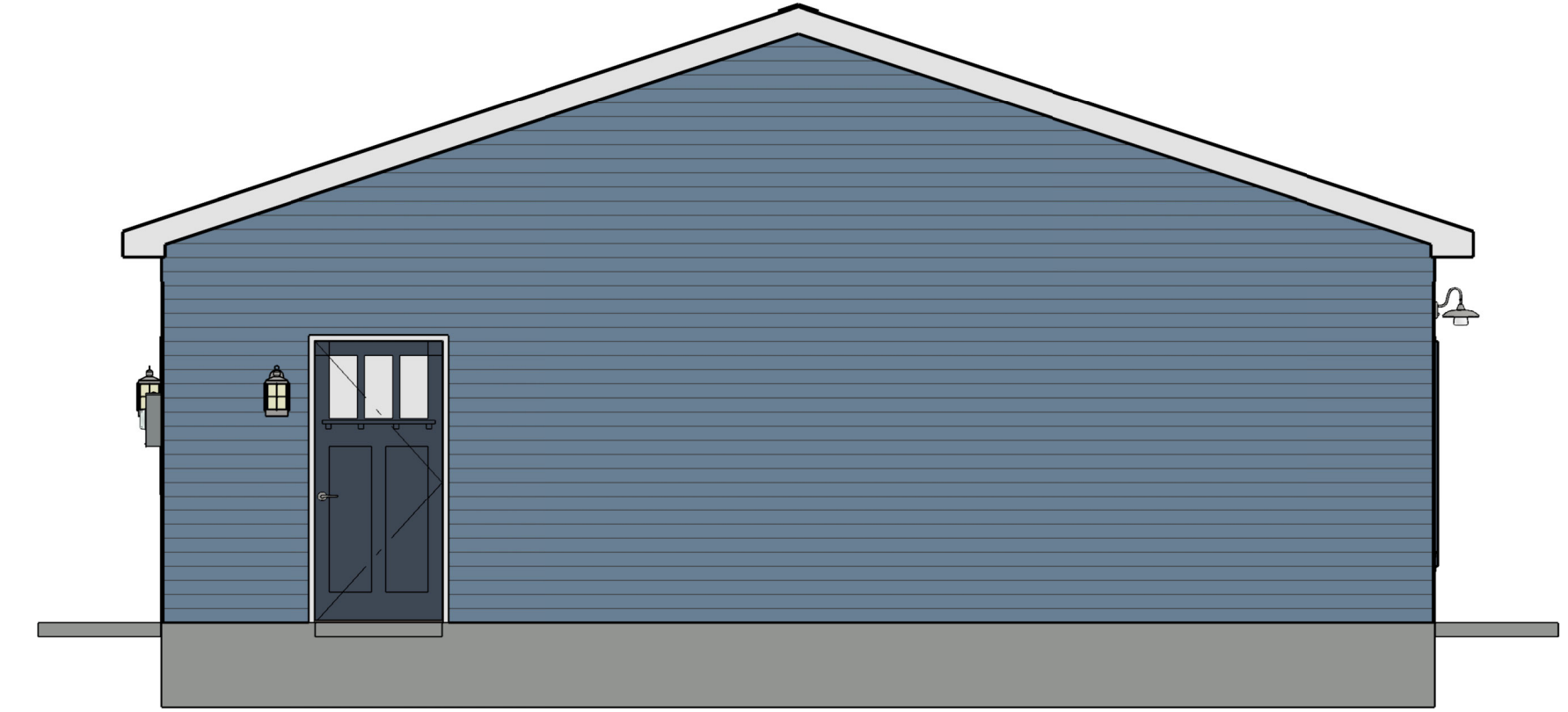
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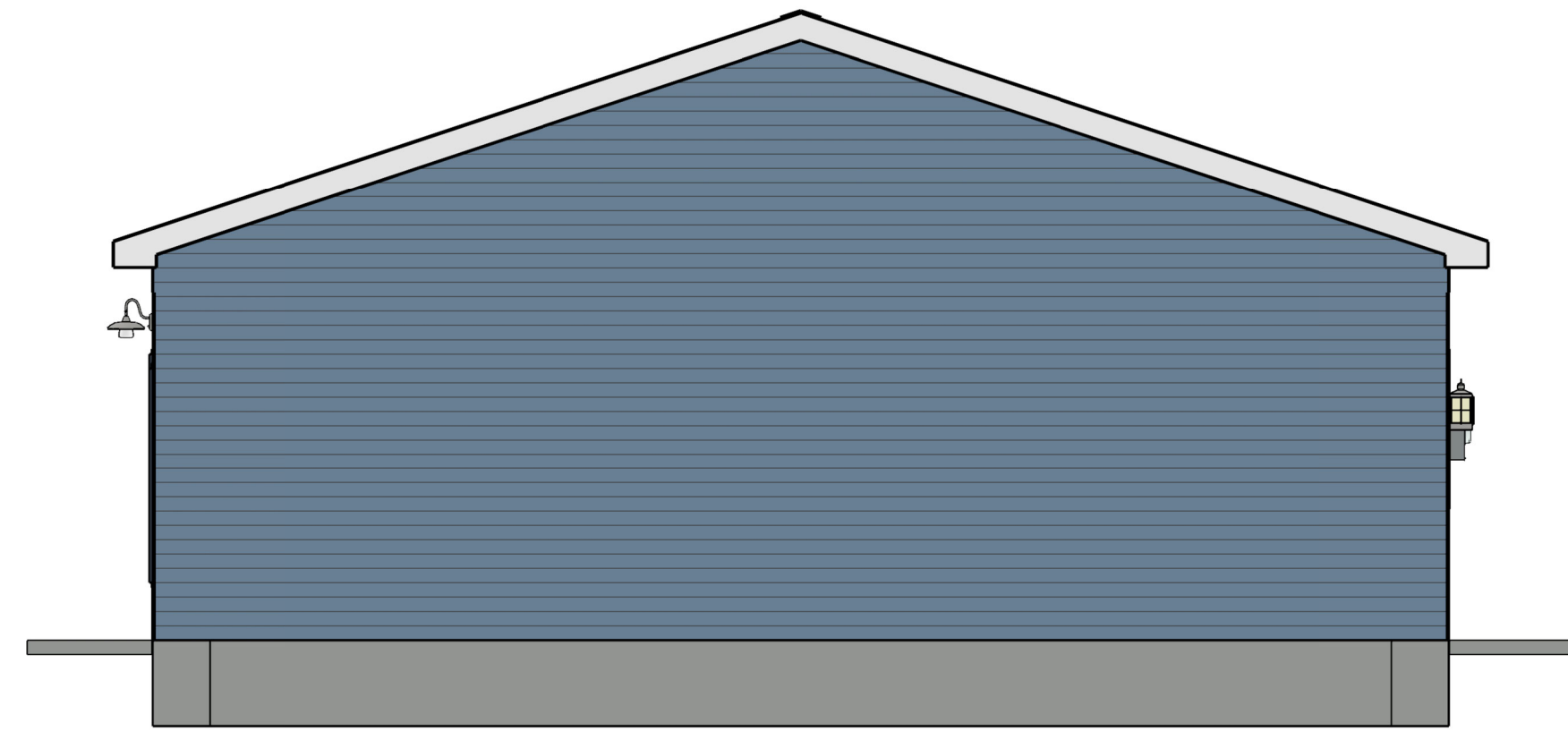
Elevation 1



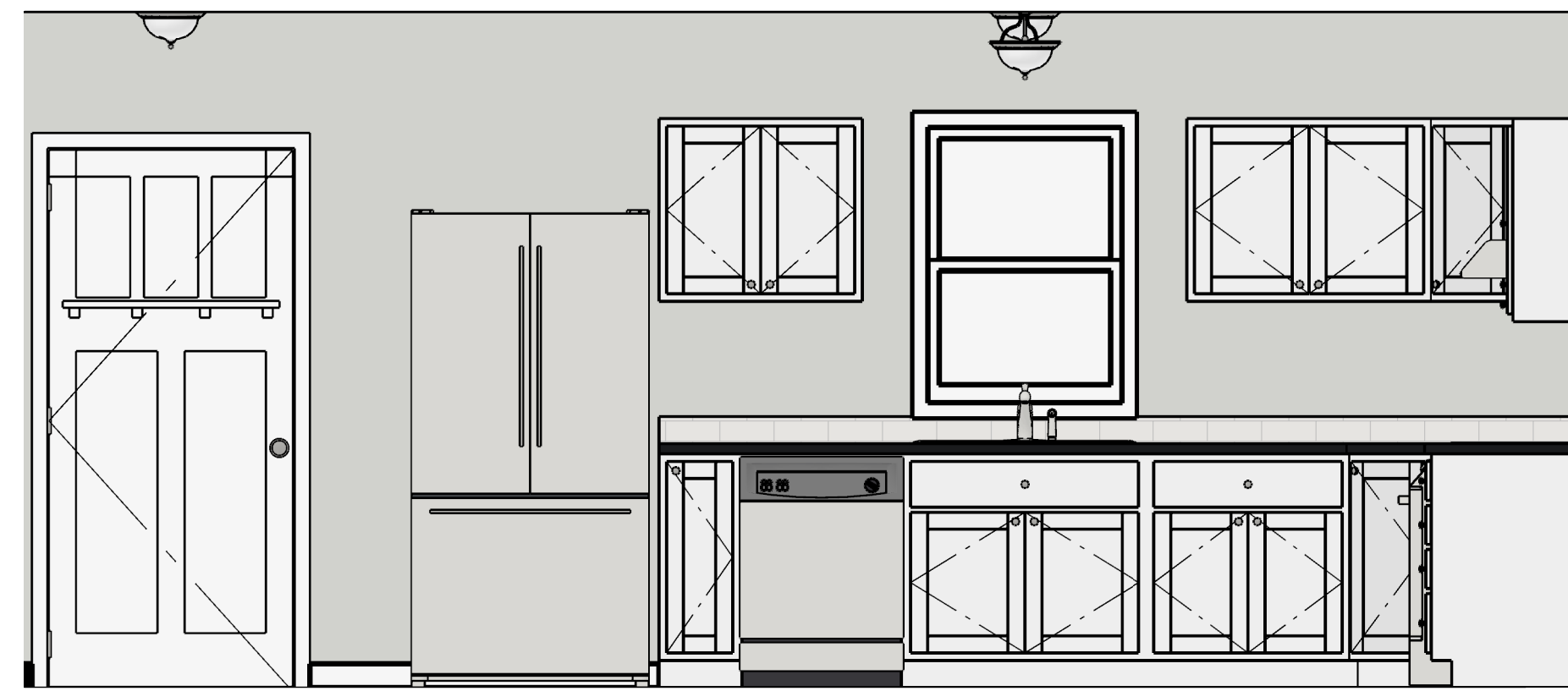
Elevation 2



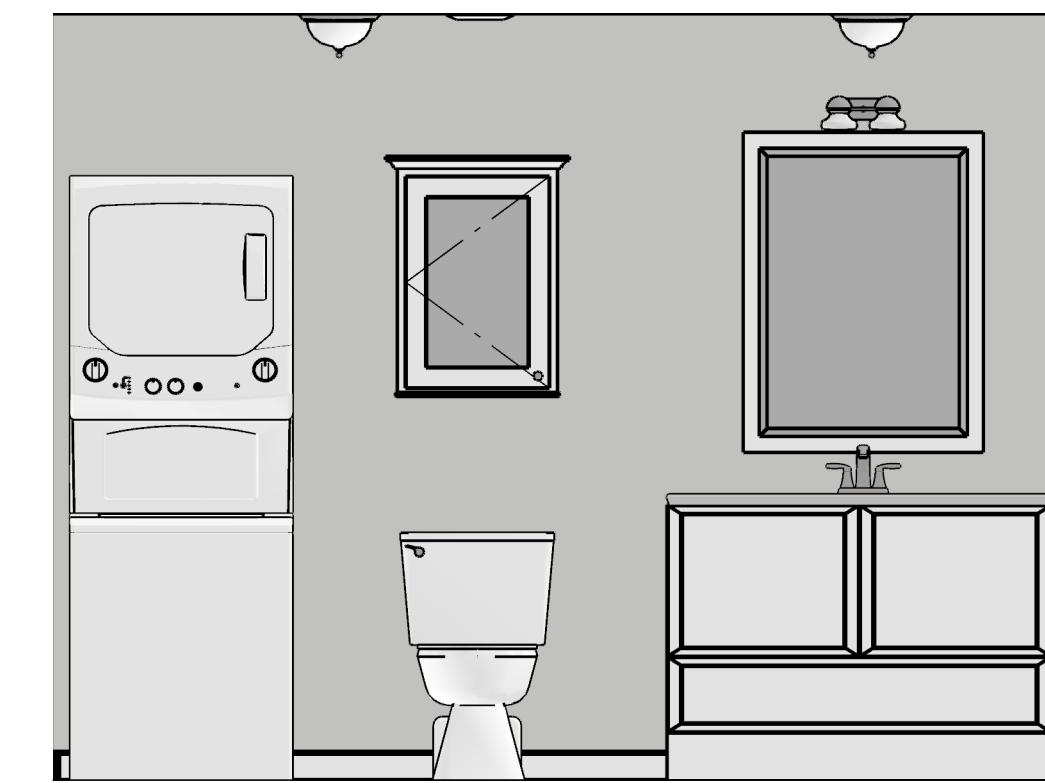
Elevation 3



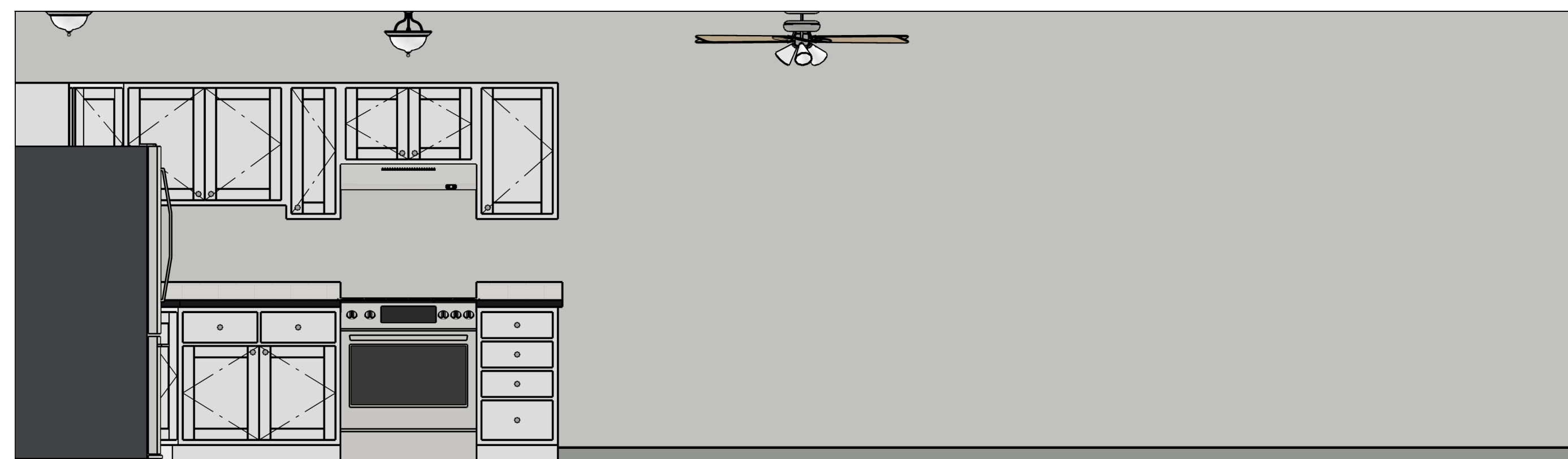
Elevation 4



Elevation 5



Elevation 7



Elevation 6

NUMBER	DATE	REVISOR	DESCRIPTION

Sommerfeld Build
 661 Linden Street
 Grantsburg, WI 54840

ELEVATIONS/SECTIONS
 PLAN

DRAWINGS PROVIDED BY:
 Springvale Contracting, Inc.
 Alan Kortan - President
 #612-559-8489
 springvalecontractinginc@gmail.com

DATE:

1/2/2026

SCALE:

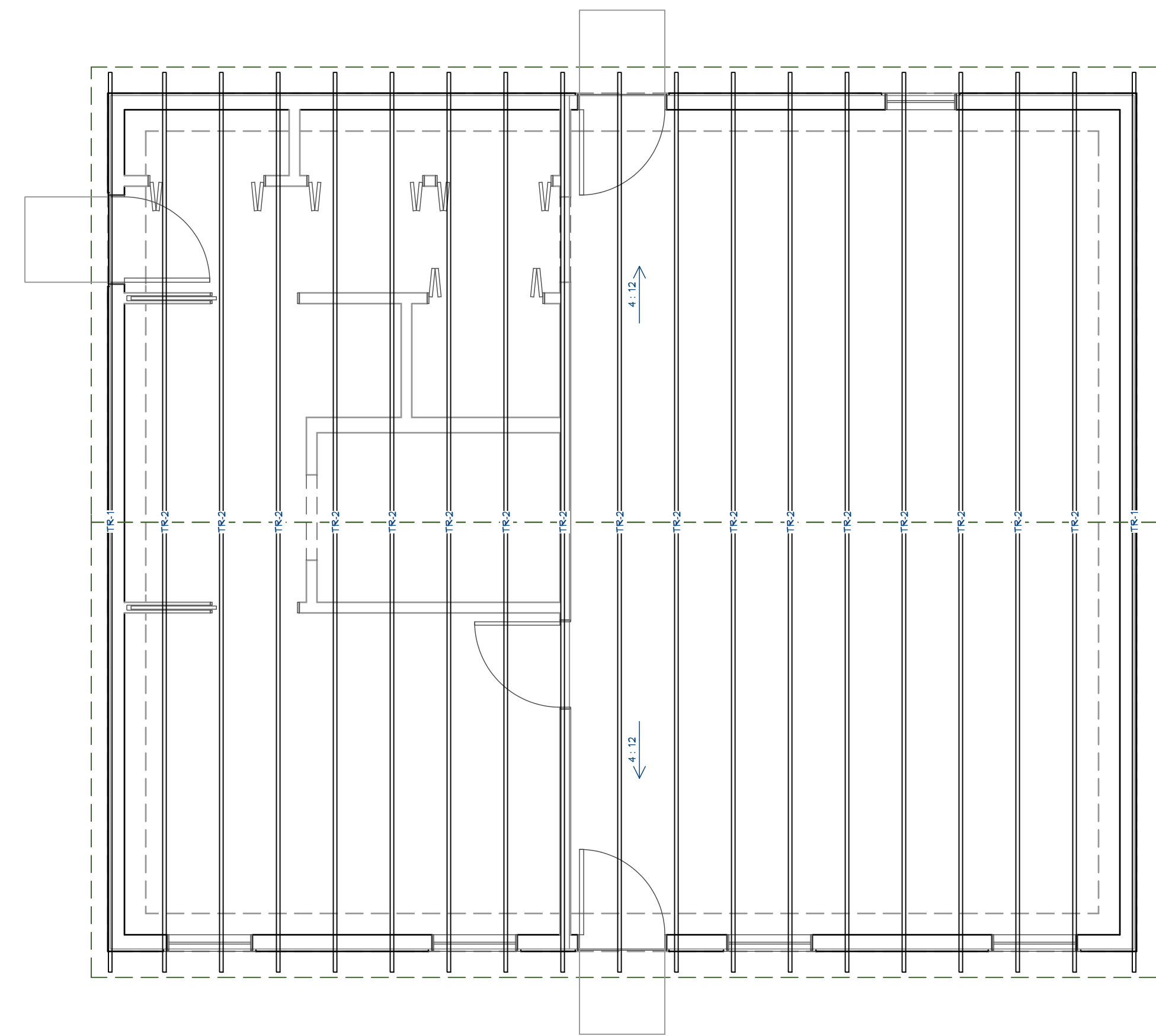
1/4" EXTERIOR
 1/2" INTERIOR

SHEET:

P-4

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4/12 Pitch
14" Energy Heel Roof Truss Members spaced @ 2' o.c.
R60 Blown in Insulation in Attic

REVISION TABLE	
NUMBER	DATE

Sommerfeld Build
661 Linden Street
Grantsburg, WI 54840

ROOF TRUSS PLAN

DRAWINGS PROVIDED BY:
Springvale Contracting, Inc.
Alan Kortan - President
#612-559-8489
springvalecontractinginc@gmail.com

DATE:

1/2/2026

SCALE:

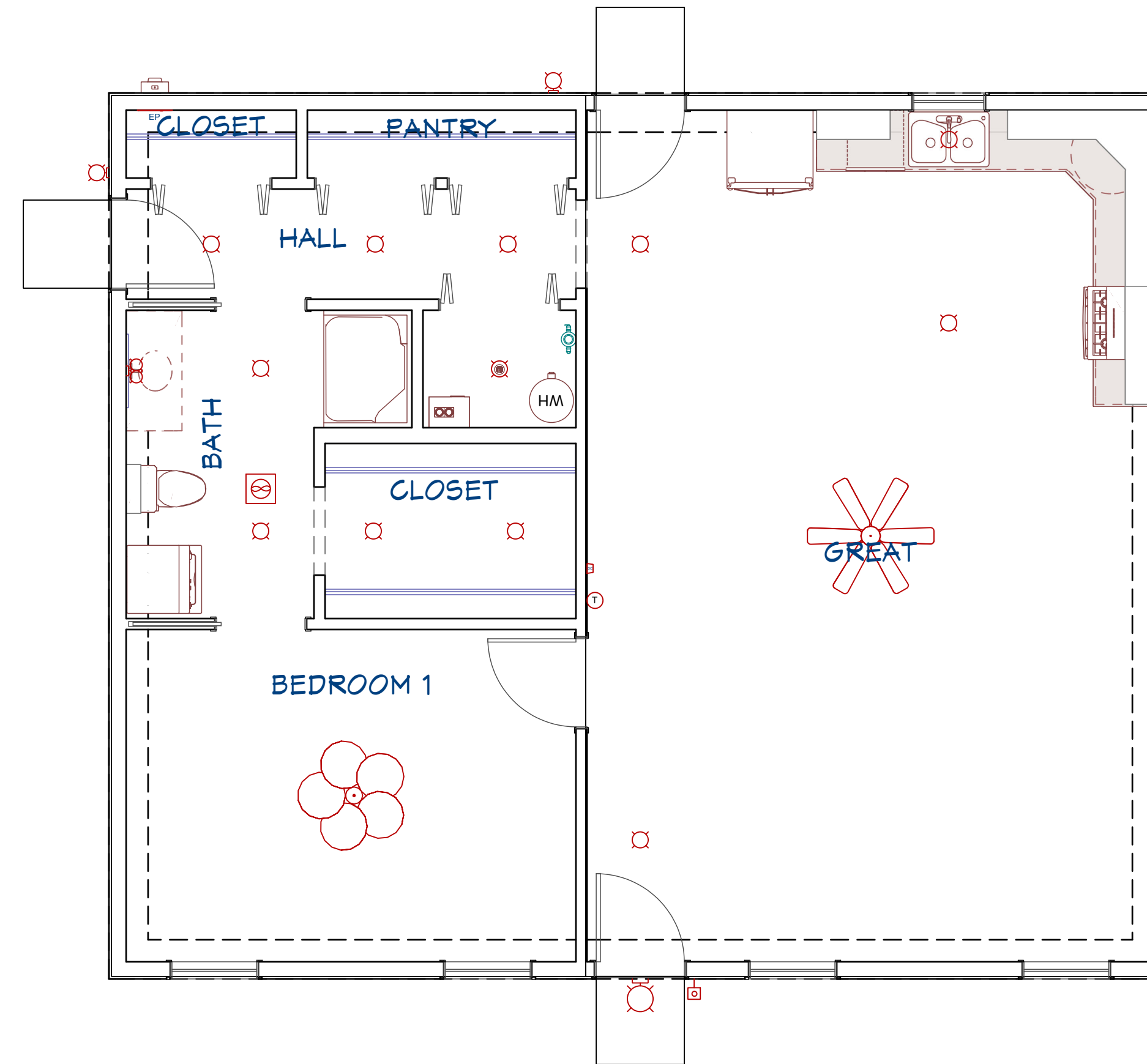
1/4"

SHEET:

P-5

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LIVING AREA
1080 SQ FT

Lighting Layout

NUMBER	DATE	REVISION TABLE	REVISOR	DESCRIPTION

Sommerfeld Build
661 Linden Street
Grantsburg, WI 54840

ELECTRICAL PLAN

DRAWINGS PROVIDED BY:
Springvale Contracting, Inc.
Alan Kortan - President
#612-559-8489
springvalecontractinginc@gmail.com

DATE:

1/2/2026

SCALE:

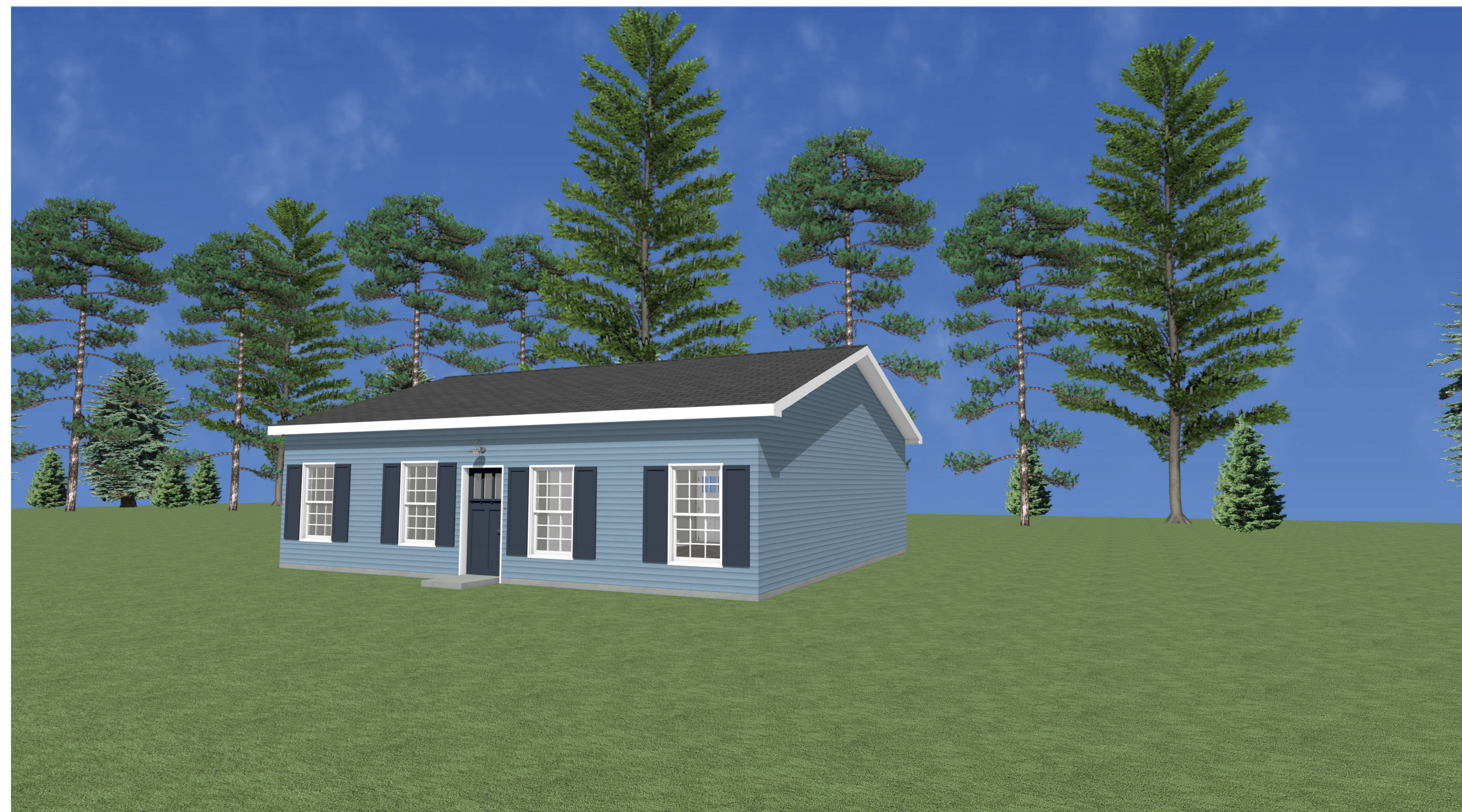
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SHEET:

P-6

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REVISION TABLE	
NUMBER	DATE

Sommerfeld Build
661 Linden Street
Grantsburg, WI 54840

ELEVATION VIEWS

DRAWINGS PROVIDED BY:
Springvale Contracting, Inc.
Alan Kortan - President
#612-559-8489
springvalecontractinginc@gmail.com

DATE:

1/2/2026

SCALE:

SHEET:

P-7

Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between Village of Grantsburg (“Client”), and Short Elliott Hendrickson Inc. (“Consultant”), effective May 9, 2022, this Supplemental Letter Agreement dated January 12, 2026 authorizes and describes the scope, schedule, and payment conditions for Consultant’s work on the Project described as: GRANT 184168 **Water Treatment Plant Well 1 and 2 – Amendment 1**

Client’s Authorized Representative: Sheila Meyer

Address: 316 S Brad St, Grantsburg, WI 54840

Telephone: 715.463.2405 **email:** office@villageofgrantsburg.gov

Project Manager: Isaac Steinmeyer, PE (WI)

Address: 10 N. Bridge Street
Chippewa Falls, WI 54729

Telephone: 715.716.6002 **email:** isteinmeyer@sehinc.com

Scope: The Basic Services to be provided by Consultant:

This is an amendment to the existing agreement dated February 24, 2025, “Water Treatment Plant Well 1 and 2, Task 1”, which is SEH project GRANT 184168. It is understood that the Client may decide to utilize the Safe Drinking Water Loan Program (SDWLP) funding and/or CDBG funding for this project.

The pilot testing and a preliminary design for Iron and Manganese removal at Wells 1 & 2 have been completed under previous supplemental agreements. The proposed preliminary design for an Iron and Manganese removal Water Treatment Plant (WTP) has been approved by the client to be developed in final design. The proposed WTP would be constructed on Village owned property at the existing site of Well 1. The Well 1 well house would be demolished and Well 1 would be housed inside the new WTP. The plant will have treatment capacity for existing Wells 1 & 2 with the ability to expand capacity to accommodate a future well at similar capacity to the existing wells. Approximately 700 feet of new raw watermain, 300 feet of new sanitary main and 500 feet of reconstructed roadway is proposed as part of the WTP construction and connection to Well 2, the distribution system and the sanitary system.

This Amendment 1 will add the following scope for Tasks 2 and 3 to the project:

Task 2 – Final Design Services

Consultant will prepare final design plans, specifications, reports, permit applications, and regulatory authority agency correspondence required to obtain governing agency approvals for the proposed design. The purpose of this task is to prepare professional engineer stamped final plans, specifications and permits for the bidding and construction of the new water treatment plant and raw watermain.

1. Consultant will prepare an Engineering Report consistent with the requirements of Chapter NR 811 Wis. Adm. Code and submit to Wisconsin Department of Natural Resources (WDNR) for review and approval. This report is the summary of the design basis for the engineering project. Consultant will respond to questions and comments from WDNR and coordinate with the Client to obtain approval of the report.
2. Prepare the Public Service Commission (PSC) construction authorization report and submittal. Coordinate answers to PSC review comments and responses for information requests with the Client to obtain PSC construction approval and final authorization to construct the new water treatment plant. (This does not include preparation of documents that are related to water rate changes)

3. Prepare final plans, specifications, and permits required to obtain regulatory agency approvals necessary for the construction of a new raw watermain and WTP facility for Wells No. 1 & 2 at the Well 1 site. Review of plans, specifications, and opinion of probable costs will be coordinated at approximately the 60%, 90%, and 100% design completion levels. Final plans and specifications will be prepared and will generally include:
 - a) Demolition or removal plans and specifications as applicable for:
 1. Existing Well House No. 1 and Well House No. 2 and chemical feed equipment.
 2. Hazardous materials such as lead paint and asbestos will be required to be investigated due to the age of buildings and piping. A hazardous materials investigation for lead paint and asbestos will be completed at the existing well houses with applicable reports and construction specifications being completed for construction.
 - b) Civil engineering site plan design, including site grading and stormwater management, roadway and curbing replacement, driveways, erosion control, raw watermain connections to the new WTP from Wells No. 1 and 2, sanitary sewer, and storm water utility designs.
 1. Civil task assumes that site, raw water main, and sewer extension will be greater than 75' from wetlands, thus not requiring wetland permitting.
 2. The raw watermain extensions will be permitted with the WTP and a separate WDNR water extension permit is not anticipated to be required.
 3. Sanitary sewer main will be extended to the site and will be permitted with WDNR sewer extension permitting.
 4. Plan and profiles will be prepared for the raw water and sewer main extensions, street and curb, and include a site and grading plan for the WTP.
 5. The project is anticipated to disturb less than one acre and therefore will not require stormwater permitting with the WDNR.
 - c) Coordination with onsite public utilities including electric, phone, cable, water, sanitary, and storm water. Client will assist with additional private utility locates and coordination (i.e., private electric, communications, and other private owned utilities not located by Diggers Hotline).
 - d) Architectural design for a new water treatment plant building at the Well No. 1 site as selected in preliminary design. Design of overall building floor plans for the new water treatment plant building and the demolition of the existing Well 1 and Well 2 well house buildings.
 1. The new WTP will be an approximate 40 ft. x 60 ft. one story, masonry walled structure with concrete footing walls. The interior of the building will house the existing Well 1 well head, well piping, chemical feed equipment, treatment equipment, electrical controls, and HVAC and plumbing equipment.
 2. Architectural Building Design: Building with pressure filter and process pipe room, well head area, two chemical feed rooms, bathroom, open area with a lab sink and counter, mechanical room, and an electrical room. Plans for an architectural masonry type building meeting WDNR building requirements; including all wall and roof sections, window, and door schedules; room finish schedules; and general exterior architectural features to blend into the surrounding neighborhood.
 - e) Well No. 1 design scope includes the following items, assuming that the existing well and casing/well head will remain in place:
 1. Demolish the existing well house and reroute the discharge piping inside the new WTP.
 2. Construct a new room around the well head as part of the new WTP building. The new well head area will include a lower roof line with access roof hatch to allow for ease of access for maintenance activities.
 3. Evaluation and design of changes to the existing well pumps, motors, and controls as needed to accommodate the new head conditions of pumping through the new water treatment plant.
 - f) Well No. 2 design scope includes the following items:
 1. Demolition of existing well house and conversion to a pitless unit.
 2. Connect Well No. 2 to new WTP through a new raw water main.

3. Evaluation and design of changes to the existing pumps, motors, and controls as needed to accommodate the new head conditions of pumping through the new water treatment plant.
- g) Structural engineering design of new building footings, foundations, concrete backwash tank; interior building lintels, precast roof system, and miscellaneous metals to include the following:
1. Code Review and Load Development
 - i. Determine design loads according to current building code.
 - ii. Prepare calculations package for submittal with the final documents.
 2. Coordinate geotechnical engineering services to obtain a geotechnical exploration for the project. The project will require soil borings at the proposed WTP site and along the roadway for road reconstruction and utility installation.
 - i. Solicit RFPs on behalf of the Client for geotechnical engineering services.
 - i. The geotechnical engineer will contract with the Client in a separate contract.
 - ii. Evaluate geotechnical exploration RFPs and provide award recommendation.
 - iii. Coordinate with geotechnical engineer for soil borings depths and locations prior to geotechnical exploration.
 - iv. Stake boring locations and record soil boring elevations.
 - v. Review geotechnical engineering report (by others) and incorporate soil corrections and/or excavation requirements into the drawings.
 3. Structural Design Elements
 - i. Foundation and footing design, including supporting loads from pressure filters.
 - ii. Concrete liquid-retaining elements: design to ACI-350 Environmental Engineering Concrete Structures for items such as detention tank and chemical containment areas.
 - iii. Wellhouse demolition considerations and detailing at existing well.
 - iv. Wall Lintels and Reinforcing (or design loads on walls if precast).
 - v. Roof framing design (preliminary design for precast components). Sloped roof detailing is included.
 - vi. Roof is assumed to be supported primarily by bearing walls. Some concrete or steel framing components (beams and columns) may be encountered, but these shall be the minority of the supporting conditions.
 - vii. Backwash tank is assumed to be a standalone structure (not connected to the building structure).
 - viii. Structure is assumed to be single story without a mezzanine, walkway, or elevated storage area.
- h) Treatment process design for Wells No. 1 and 2 up to 400 GPM combined flow rated plant capacity, for the purpose of the removal of iron and manganese consisting of chemical oxidation, and filtration at 6 gpm/sf through 36-inches of pyrolusite, in alignment with the Client approved pilot study recommendations for Wells No. 1 and 2. Process design is outlined in the preliminary design report and is estimated to include the following major process components:
1. Demolition of existing structure and process equipment at the existing Well No. 1 well house.
 2. New well head design for Well No. 1 to fit the new finish floor of the new WTP building.
 3. Raw water main design to convey water from Wells No. 1 and 2 to the head of the new plant.
 4. Vertical pressure filtration equipment and process piping for manganese and iron removal.
 - i) Evaluate various suppliers, filter sizes, configurations and equipment costs.

5. Concrete equalization backwash tank sized to meet WDNR code of storing a minimum of one complete back wash cycle and include a means to remove settled waste to the sanitary sewer.
6. Chemical feed systems designed for the new water treatment plant processes including sodium hypochlorite dosing for oxidation and disinfection.
7. Coordination with electrical engineer and SCADA integrator to layout the description for the process instrumentation and control requirements for the water treatment plant.
8. Process piping layout. Includes equipment such as meters, valves, pumps, and other process piping equipment necessary.
9. Plumbing design for a new building for a complete and operable system.
10. Sanitary sewer connections for backwash water disposal per state code.
11. Building fire protection: Performance based fire protection system design and specifications will be prepared, if necessary for WTP to meet code. As part of the performance-based design, the installing contractor will be responsible to complete hydraulic calculations including pipe sizing for the fire protection system.
12. Electrical design of: new motors, VFD's, new MCC cabinets; building electrical and lighting design for complete and operable systems; new electrical service evaluation (utility will design new service), emergency generator sizing designed to power the new water treatment plant with automatic disconnect; SCADA system coordination with the Client's preferred vendor for the addition of controls and integration of new equipment in the water treatment plant to the existing SCADA system. The Client's preferred vendor will complete the SCADA design and coordinate with the Consultant for full integration of controls and power equipment. The costs for the Client's preferred vendor to complete design and construction of the SCADA and communications is not included in the Consultant's scope or fee for this project.
13. HVAC design for a new building for a complete and operable system, including building heat (either gas or electric or combination of both), portable dehumidification system, and room venting as required in chemical feed rooms.

4. Agency Permitting and Coordination:

- a) Prepare and present specific project information in a virtual pre-application meeting with WDNR and PSC, using the standard combined agency agenda.
 - b) Prepare, submit, and secure permit approvals for the final water treatment plant, raw water main, and site design, including all WDNR drinking water plan submittal requirements and PSC construction authorization requirements.
 - a. Client will pay permit application fees, if applicable.
 - b. Consultant will provide the necessary final engineer stamped reports to these agencies and coordinate final permit approvals.
 - c) Submit building plumbing design to State of Wisconsin for plumbing plan approval.
 - a. Client will pay permit application fees.
 - d) Submit building plan and building HVAC submittal to State of Wisconsin for approval.
 - a. Client will pay permit application fees.
5. Prepare plans, specifications, a final opinion of probable construction cost, and a construction schedule for review with the Client. Provide the Client with two (2) complete hard copy sets and one (1) electronic set of all final plans, specifications, and final reports.
6. Obtain the Client's approval to proceed with the project bidding process in Task 3.

Task 2 - Subtotal \$515,000

Task 3 – Bidding Services – Single General Contractor Bid

1. Assist Client with preparation of the public advertisement for bids and guide the Client through the bid process, from advertisement to bid opening and award.
2. Prepare bidding forms, conditions of the contract, and the Form of Agreement between the Contractor and the Client which will form the final contract. It is assumed at this time that the contract will need to be compliant with the Environmental Improvement Fund SDWLP and other potential funding sources.
3. Participate in a pre-bid meeting with prospective contractors explaining the project concepts and goals and answering questions that come up in the meeting.
4. Respond to bidder's questions and prepare and distribute addenda as necessary during the public bidding period.
5. Attend bid opening and assist the Client in evaluating the bids and in recommending an award.
6. Attend Client board meeting to review the bids and make a recommendation of award.

Task 3 - Subtotal \$32,500

Schedule: All dates below are estimated and are subject to change based on Client decision dates and State agency review periods which Consultant depends on to complete the work. Every effort will be made to obtain final agency permit approvals prior to putting a project out for bids. Target schedule milestones are based on receiving signed approval of this Agreement by January 16th, 2026.

Description

Estimated Milestones

Task 1:

Preliminary Design, Topographic Survey, Soil Borings Coord.

Completed in December 2025

Task 2:

Final Design Begins

January 2026

WDNR Engineering Report Completed (SDWLP Format)

March 2026

Final Plans Completed for Funding Applications

End of May 2026

Submittal to WDNR (Final Plans, Specifications & Permits)

June 2026

PSC Construction Authorization Application

August 2026

Prepare Bidding Documents and Permits

December 2026

Task 3:

Bidding Services

January 2027

Payment: The table below summarizes the total fees to date for this project, including the previous amendment for Task 1 (authorized February 24, 2025) for Task 1, along with this Amendment:

Task Number	Task Description	Fee	Contract Date
1	Preliminary Design-Concept Development	\$ 69,400	completed
2	Final Design	\$ 515,000	1/12/2026
3	Bidding	\$ 32,500	1/12/2026
4	Construction Phase Services	Not Included	TBD
5	Startup/Commissioning Assistance Services	Not Included	TBD
	Total Amendment 1 (Task 2 and 3)	\$ 547,500	1/12/2026
	Total To Date:	\$ 616,900	

The lump sum fee for this amendment only, **Tasks 2 and 3 is \$547,500.00**, including expenses and equipment. Expenses and equipment for this contract include survey equipment, travel expenses, travel mileage, computer, reproduction expenses. The payment method, basis, frequency, and other special conditions are set forth in the original agreement, Exhibit A-2.

Not Included: These services are not included in the current scope or fee for Tasks 2 and 3. If requested by the Client, Consultant will complete additional services at Consultant's applicable employee rates at the time of request. All costs will be approved by the Client before any additional services are performed.

1. Financial planning including PSC rate case applications or coordination thereof.
2. Boundary or land surveys such as CSM's, legal descriptions, or land division survey maps.
3. Wetland delineation or wetland permitting.
4. Permit application fees, except as specifically listed under expenses.
5. Construction contract administration services – future Task 4.
6. Construction engineering inspection (RPR) or Plant start up and commissioning – future Task 4 and 5.
7. Funding (loan/grant) applications or administration.

Other Terms and Conditions: Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: None.

Short Elliott Hendrickson Inc.

Village of Grantsburg

By: _____

By: _____

Full Name: Daniel Penzkover

Full Name: _____

Title: Client Service Manager

Title: _____

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Exhibit A-2
to Supplemental Letter Agreement
Between Village of Grantsburg (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated January 12, 2026

Payments to Consultant for Services and Expenses
Using the Lump Sum Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Lump Sum Basis Option

The Client and Consultant select the Lump Sum Basis for Payment for services provided by Consultant. During the course of providing its services, Consultant shall be paid monthly based on Consultant's estimate of the percentage of the work completed. Necessary expenses and equipment are provided as a part of Consultant's services and are included in the initial Lump Sum amount for the agreed upon Scope of Work. Total payments to Consultant for work covered by the Lump Sum Agreement shall not exceed the Lump Sum amount without written authorization from the Client.

The Lump Sum amount includes compensation for Consultant's services and the services of Consultant's Consultants, if any for the agreed upon Scope of Work. Appropriate amounts have been incorporated in the initial Lump Sum to account for labor, overhead, profit, expenses, and equipment charges. The Client agrees to pay for other additional services, equipment, and expenses that may become necessary by amendment to complete Consultant's services at their normal charge out rates as published by Consultant or as available commercially.

B. Expenses Not Included in the Lump Sum

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client and shall be paid for as described in this Agreement.

1. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
2. Other special expenses required in connection with the Project.
3. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses not included in the Lump Sum amount.

Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between Village of Grantsburg (“Client”), and Short Elliott Hendrickson Inc. (“Consultant”), effective May 13, 2003, this Supplemental Letter Agreement dated January 5, 2026 authorizes and describes the scope, schedule, and payment conditions for Consultant’s work on the Project described as: **2026 CDBG Application and Administration**.

Client’s Authorized Representative: Sheila Meyer
Address: 316 S. Brad St., Grantsburg, Wisconsin 54840, United States
Telephone: 715.463.2405 **Email:** clerk@villageofgrantsburg.gov

Project Manager: Nate Day
Address: 326 South Main Street, Rice Lake, Wisconsin 54868
Telephone: 608.620.6185 **Email:** nday@sehinc.com

Scope: The Services to be provided by Consultant:

Task 1: CDBG Application (\$19,000): Complete the CDBG application for submittal to the Wisconsin Department of Administration. Specific actions shall include:

- Project scope development
- Grant application forms
- Draft maps and diagrams
- Negotiate funding levels
- Citizen Participation Plan
- Public notice
- Public hearing
- Environmental Review

Task 2: CDBG Administration (\$29,000): Grant administration will be completed in accordance with WDOA regulations if the Client receives and accepts funding, including:

- Procurement/Contracting
- Procurement Policy
- Conflict of Interest
- Federal Language for Construction Bidding including Federal Wage Rates
- Affidavit of Publication
- Meeting Minutes
- Lobbying
- FEIN’s
- Equal Opportunity
- Demographic Profile
- Affirmative Action Plan
- Accessibility Self Evaluation Checklist or DSPS Approval Record
- Fair Housing
- Second Citizen Participation Meeting
- Labor Standards to include:
 - Davis Bacon Compliance
 - Review Payroll Reports

- Interviews
- Apprentice Documentation
- Section 3 Compliance
- EO11246
- Force Account
- Preconstruction Meeting
- Project Signage
- Debarment Checks
- Financial Management to include:
 - Request for Disbursements
 - Journals (Disbursements and Match)
 - Cash Control Register
 - Records of Deposits
 - Payment Records
- Reporting
- Project Completion
- Final Budget
- Final Summary Narrative
- Final Section 3
- Final Labor Standards Compliance Reporting
- Lobbying Certs
- CDBG Data Report
- Single Audits – Single Audit Statements (January), Audits (September)
- Acquisition/Relocation – Checklist, Documentation for Request
- Monitoring
- Self-Monitoring Checklist

Services/Project Costs Not Included:

These services are not included in the estimated fee. If requested by the Client, SEH will complete them on a time and materials basis at SEH's current rates.

1. Historical/Archeological Review. Projects that impact historic or potentially historic properties or are located in historic districts have a higher standard of review if CDBG funding is used. This may include documentation of compliance with 36 CFR Part 800, Protection of Historic Properties (also known as Section 106 Compliance). This is in addition to any local ordinance compliance with Client Code or other requirements associated with development in the historic districts.
2. Floodplain/Wetland Review. If portions of this project happen to be occurring in an area identified as flood hazard areas, further study will be required, and documentation provided.
3. Publication of any notices required by the grant application or administration process. All costs associated with any required public notices shall be a direct expense of the Client.
4. Legal and Accounting fees that may be required as part of the grant application or administration process.

Schedule: SEH will begin the project immediately upon written approval of the contract. The CDBG application is due in May 2026. If awarded CDBG funds, administrative services are anticipated to be complete within 90 days of construction completion.

Payment: The lump sum fee is \$48,000 including expenses and equipment. The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-2.

Other Terms and Conditions: Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: None.

Short Elliott Hendrickson Inc.

Village of Grantsburg

By: 

By: _____

Full Name: Nate Day

Full Name: _____

Title: Project Manager

Title: _____

Exhibit A-2
to Agreement for Professional Services
Between Village of Grantsburg (Client)
and
Short Elliott Hendrickson Inc (Consultant)
Dated January 5, 2026

Payments to Consultant for Services and Expenses
Using the Lump Sum Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Lump Sum Basis Option

The Client and Consultant select the Lump Sum Basis for Payment for services provided by Consultant. During the course of providing its services, Consultant shall be paid monthly based on Consultant's estimate of the percentage of the work completed. Necessary expenses and equipment are provided as a part of Consultant's services and are included in the initial Lump Sum amount for the agreed upon Scope of Work. Total payments to Consultant for work covered by the Lump Sum Agreement shall not exceed the Lump Sum amount without written authorization from the Client.

The Lump Sum amount includes compensation for Consultant's services and the services of Consultant's Consultants, if any for the agreed upon Scope of Work. Appropriate amounts have been incorporated in the initial Lump Sum to account for labor, overhead, profit, expenses and equipment charges. The Client agrees to pay for other additional services, equipment, and expenses that may become necessary by amendment to complete Consultant's services at their normal charge out rates as published by Consultant or as available commercially.

B. Expenses Not Included in the Lump Sum

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client and shall be paid for as described in this Agreement.

1. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
2. Other special expenses required in connection with the Project.
3. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses not included in the Lump Sum amount.

Agreement for Professional Services

This Agreement is effective as of January 12, 2026, between Village of Grantsburg (Client) and Short Elliott Hendrickson Inc. (Consultant).

This Agreement authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: **SFY27 SDW Application/Administration – Water Treatment Facility**

Client's Authorized Representative: Sheila Meyer

Address: 316 S. Brad St., Grantsburg, Wisconsin 54840, United States

Telephone: 715.463.2405 **email:** clerk@villageofgrantsburg.gov

Project Manager: Brea Grace

Address: 329 Jay Street, Suite 301, La Crosse, Wisconsin 54601

Telephone: 608.977.0002 **email:** bgrace@sehinc.com

Scope: The Basic Services to be provided by Consultant as set forth herein are provided subject to the attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 05.15.22), which is incorporated by reference herein and subject to Exhibits attached to this Agreement.

Project Understanding:

Consultant understands that the Client would like to apply to the Wisconsin Department of Natural Resources (WDNR) Safe Drinking Water (SDW) Loan Program to assist with financing a Water Treatment Facility. This agreement covers the SDW loan application and administration.

Scope: The Services to be provided by Consultant:

Task 1 – Safe Drinking Water (SDW) Loan Application

1. Work with Client to determine the scope of the project for submittal.
2. Assemble required documentation with the Client Staff, Financial Advisor, Bond Counsel, Engineer, Attorney, and other professionals as required to complete the SDW application.
3. Prepare a draft resolution and work with Client on adoption of required Reimbursement Resolution.
4. Complete the Financial Assistance Application and submit to the Wisconsin Department of Natural Resources (WDNR) through the electronic filing system.
5. Coordinate with Client and submit necessary financial documentation.
6. Coordinate with the Engineer and submit plans, specifications, and engineering report.
7. Submit required documentation including for Disadvantaged Business Enterprise (DBE), American Iron and Steel compliance, along with Green Project Reserve certification.
8. Complete Environmental Review form with SDW project application.
9. Complete and re-submit, as needed, project's Intent to Apply (ITA) and Priority Evaluation and Ranking Form (PERF) prior to annual October 31st deadline.

Task 2 – SDW Loan Administration

1. Assist Client with Loan Closing. Coordinate loan closing between the Client, WDNR and Department of Administration (DOA), including review and finalization of the Financial Assistance Agreement (FAA).
2. Establish and maintain general project documentation and administration. Set up a complete set of file folders and project documentation files that meet WDNR requirements.
3. Financial Management.
 - a. Draft all financial management forms.

- b. Complete all reimbursement requests for submittal to WDNR (WDNR Form 8700-215).
 - c. Maintain required records.
 - d. Complete final reporting.
4. Coordinate with Project Engineer to complete Design Life Calculation Worksheet, as needed.
5. Coordinate with Client and Client's attorney on legal opinion regarding land ownership/easement control of real property where project is located.
6. Assist Client with Disadvantaged Business Enterprise (DBE), Minority Business Enterprise (MBE) and Women's Business Enterprise (WBE) requirements
 - a. Provide language for solicitation of DBE's.
 - b. Review bidding documents and provide language for federal and state requirements and forms.
 - c. Establish and keep a bidders list.
 - d. Assist with completion of WDNR Forms: DBE Good Faith Certification (8700-294), DBE Contacts Worksheet (8700-294a), and Contract Utilization of DBEs (8700-257).
7. Assist Client with Force Account Certification (WDNR form 8700-245).
8. Assist Client in documenting American Iron and Steel (AIS) compliance. Completion of WDNR AIS/BABA Certification Form 8700-020.
9. Assist Client with Green Project Reserve documentation and completion of WDNR Form 8700-357.
10. Assist Client with Davis Bacon Wage Rate Requirements.
 - a. Insert proper Davis Bacon Wage Rates in bid documents.
 - b. Assist with Davis Bacon compliance requirements.
 - c. Review payrolls on a weekly basis.
 - d. Document payroll violations.
 - e. Work with contractor to correct wage underpayments (if applicable).
11. Include required Bipartisan Infrastructure Law (BIL) / Investing in America signage/public awareness requirement in bidding documents, and coordinate compliance with contractor.
12. Close Out. Complete Close out documentation and WDNR Project Acceptance Certification (8700-280). Schedule and participate in WDNR monitoring visit (if required by WDNR).

The fee for Task 2 –SDW Administration is based on a construction period of up to 12 months requiring one bid package, with a single general contractor. This also assumes SEH is performing Construction Engineering for the project. If this changes, then the scope, schedule and/or fee will need to be adjusted.

Additional Services: These services are not included in the estimated fee. If requested by the Client, Consultant will complete them on a time and materials basis at Consultant's current rates.

1. **Detailed Historical/Archeological Review:** This section applies to providing documentation above and beyond the original submittal that is required to accompany the Financial Assistance Application. Projects that are determined to impact historic or potentially historic properties or are located in historic districts may have a higher standard of review. This may include documentation of compliance with 36 CFR Part 800, Protection of Historic Properties (also known as Section 106 Compliance). This is in addition to any local ordinance compliance with the Client's Municipal Code or other requirements associated with development in the historic districts.
2. **Detailed Floodplain/Wetland Review:** This applies to providing documentation above and beyond the original submittal that is required to accompany the Financial Assistance Application. If portions of this project occur in an area identified as flood hazard areas, further study will be required, and documentation provided as an additional service.
3. **Publication of Notices:** Required by the grant application or administration process: Publishing arrangements and all costs associated with any required public notices shall be a direct expense of the Client.
4. **Accounting, Financial Advisor, Bond Counsel or Legal fees** that may be required as part of the grant application, utility rate increase process, or administration process.
5. **Labor Standards:** As of the time of this contract, field interviews to determine compliance with Federal Labor Standards is not required by DNR Should such requirements change, or should there be evidence

of failure by contractor(s) to comply with wage requirements and field interviews are required, Consultant will complete said interviews as an additional service.

- 6. **Build America, Buy America (BABA):** As of the time of this contract, this project is not deemed to be a federal equivalency project, therefore is not required to comply with BABA for the purchase of products and construction materials. Should this project be determined to require federal equivalency, additional work will be required.
- 7. **Federal Equivalency:** As of the time of this contract, this project is not deemed to be a federal equivalency project, therefore is not required to comply with BABA for the purchase of products and construction materials. Should this project be determined to require federal equivalency, additional work will be required.

Schedule: Our services will begin promptly upon the approval of this agreement. Task 1 will be complete by June 30, 2026 to meet the WDNR SDW application deadline. Task 2 to include additional coordination for the submittal of required documents through loan closing. WDNR SDW Administration is ongoing during construction and will be completed approximately 90-days after final construction. If there are delays in the Project that are beyond Consultant’s control, Client agrees to grant additional time to complete the services.

Payment:

The lump sum fee for Task 1 is \$9,750 including expenses and equipment.
The lump sum fee for Task 2 is \$33,150 including expenses and equipment.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-2.

This Agreement for Professional Services, attached General Conditions, Exhibits and any Attachments (collectively referred to as the “Agreement”) supersedes all prior contemporaneous oral or written agreements and represents the entire understanding between Client and Consultant with respect to the services to be provided by Consultant hereunder. In the event of a conflict between the documents, this document and the attached General Conditions shall take precedence over all other Exhibits unless noted below under “Other Terms and Conditions”. The Agreement for Professional Services and the General Conditions (including scope, schedule, fee and signatures) shall take precedence over attached Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

Other Terms and Conditions: Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: None.

Short Elliott Hendrickson Inc.

Village of Grantsburg

By: 

By: _____

Full Name: Daniel Penzkover, PE (WI, MI, IL)

Full Name: _____

Title: Client Service Manager

Title: _____

Exhibit A-2
to Agreement for Professional Services
Between Village of Grantsburg (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated January 12, 2026

Payments to Consultant for Services and Expenses
Using the Lump Sum Basis Option

Payments to Consultant for Services and Expenses Using the Lump Sum Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Lump Sum Basis Option

The Client and Consultant select the Lump Sum Basis for Payment for services provided by Consultant. During the course of providing its services, Consultant shall be paid monthly based on Consultant's estimate of the percentage of the work completed. Necessary expenses and equipment are provided as a part of Consultant's services and are included in the initial Lump Sum amount for the agreed upon Scope of Work. Total payments to Consultant for work covered by the Lump Sum Agreement shall not exceed the Lump Sum amount without written authorization from the Client.

The Lump Sum amount includes compensation for Consultant's services and the services of Consultant's Consultants, if any for the agreed upon Scope of Work. Appropriate amounts have been incorporated in the initial Lump Sum to account for labor, overhead, profit, expenses and equipment charges. The Client agrees to pay for other additional services, equipment, and expenses that may become necessary by amendment to complete Consultant's services at their normal charge out rates as published by Consultant or as available commercially.

B. Expenses Not Included in the Lump Sum

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client and shall be paid for as described in this Agreement

1. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
2. Other special expenses required in connection with the Project.
3. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses not included in the Lump Sum amount.

General Conditions of the Agreement for Professional Services

SECTION I – SERVICES OF CONSULTANT

A. General

1. Consultant agrees to perform professional services as set forth in the Agreement for Professional Services or Supplemental Letter Agreement (“Services”). Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant’s services under this Agreement are being performed solely for the Client’s benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder.

B. Schedule

1. Unless specific periods of time or dates for providing services are specified, Consultant’s obligation to render Services hereunder will be for a period which may reasonably be required for the completion of said Services.
2. If Client has requested changes in the scope, extent, or character of the Project or the Services to be provided by Consultant, the time of performance and compensation for the Services shall be adjusted equitably. The Client agrees that Consultant is not responsible for damages arising directly or indirectly from delays beyond Consultant’s control. If the delays resulting from such causes increase the cost or the time required by Consultant to perform the Services in accordance with professional skill and care, then Consultant shall be entitled to a equitable adjustment in schedule and compensation.

C. Additional Services

1. If Consultant determines that any services it has been directed or requested to perform are beyond the scope as set forth in the Agreement or that, due to changed conditions or changes in the method or manner of administration of the Project, Consultant’s effort required to perform its services under this Agreement exceeds the stated fee for the Services, then Consultant shall promptly notify the Client regarding the need for additional Services. Upon notification and in the absence of a written objection, Consultant shall be entitled to additional compensation for the additional Services and to an extension of time for completion of additional Services absent written objection by Client.
2. Additional Services, including delivery of documents, CAD files, or information not expressly included as deliverables, shall be billed in accord with agreed upon rates, or if not addressed, then at Consultant’s standard rates.

D. Suspension and Termination

1. If Consultant’s services are delayed or suspended in whole or in part by Client, or if Consultant’s services are delayed by actions or inactions of others for more than 60 days through no fault of Consultant, then Consultant shall be entitled to either terminate its agreement upon seven days written notice or, at its option, accept an equitable adjustment of compensation provided for elsewhere in this Agreement to reflect costs incurred by Consultant.
2. This Agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.
3. This Agreement may be terminated by either party upon thirty days’ written notice without cause. All provisions of this Agreement allocating responsibility or liability between the Client and Consultant shall survive the completion of the Services hereunder and/or the termination of this Agreement.
4. In the event of termination, Consultant shall be compensated for Services performed prior to termination date, including charges for expenses and equipment costs then due and all termination expenses.

SECTION II – CLIENT RESPONSIBILITIES

A. General

1. The Client shall, in proper time and sequence and where appropriate to the Project, at no expense to Consultant, provide full information as to Client’s requirements for the Services provided by Consultant and access to all public and private lands required for Consultant to perform its Services.

2. The Consultant is not a municipal advisor and therefore Client shall provide its own legal, accounting, financial and insurance counseling, and other special services as may be required for the Project. Client shall provide to Consultant all data (and professional interpretations thereof) prepared by or services performed by others pertinent to Consultant’s Services, such as previous reports; sub-surface explorations; laboratory tests and inspection of samples; environmental assessment and impact statements, surveys, property descriptions; zoning; deed; and other land use restrictions; as-built drawings; and electronic data base and maps. The costs associated with correcting, creating or recreating any data that is provided by the Client that contains inaccurate or unusable information shall be the responsibility of the Client.
3. Client shall provide prompt written notice to Consultant whenever the Client observes or otherwise becomes aware of any changes in the Project or any defect in Consultant’s Services. Client shall promptly examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals, change orders, supplemental agreements, and other documents presented by Consultant and render the necessary decisions and instructions so that Consultant may provide Services in a timely manner.
4. Client shall require all utilities with facilities within the Project site to locate and mark said utilities upon request, relocate and/or protect said utilities to accommodate work of the Project, submit a schedule of the necessary relocation/protection activities to the Client for review, and comply with agreed upon schedule. Consultant shall not be liable for damages which arise out of Consultant’s reasonable reliance on the information or services furnished by utilities to Client or others hired by Client.
5. Consultant shall be entitled to rely on the accuracy and completeness of information or services furnished by the Client or others employed by the Client and shall not be liable for damages arising from reasonable reliance on such materials. Consultant shall promptly notify the Client if Consultant discovers that any information or services furnished by the Client is in error or is inadequate for its purpose.
6. Client agrees to reasonably cooperate, when requested, to assist Consultant with the investigation and addressing of any complaints made by Consultant’s employees related to inappropriate or unwelcomed actions by Client or Client’s employees or agents. This shall include, but not be limited to, providing access to Client’s employees for Consultant’s investigation, attendance at hearings, responding to inquiries and providing full access to Client files and information related to Consultant’s employees, if any. Client agrees that Consultant retains the absolute right to remove any of its employees from Client’s facilities if Consultant, in its sole discretion, determines such removal is advisable. Consultant, likewise, agrees to reasonably cooperate with Client with respect to the foregoing in connection with any complaints made by Client’s employees.
7. Client acknowledges that Consultant has expended significant effort and expense in training and developing Consultant’s employees. Therefore, during the term of this Agreement and for a period of two years after the termination of this Agreement or the completion of the Services under this Agreement, whichever is longer, Client shall not directly or indirectly: (1) hire, solicit or encourage any employee of Consultant to leave the employ of Consultant; (2) hire, solicit or encourage any consultant or independent contractor to cease work with Consultant; or (3) circumvent Consultant by conducting business directly with its employees. The two-year period set forth in this section shall be extended commensurately with any amount of time during which Client has violated its terms.

SECTION III – PAYMENTS

A. Invoices

1. Undisputed portions of invoices are due and payable within 30 days. Client must notify Consultant in writing of any disputed items within 15 days from receipt of invoice. Amounts due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) for invoices 30 days past due. Consultant reserves the right to retain Services or deliverables until all invoices are paid in full. Consultant will not be liable for any claims of loss, delay, or damage by Client for reason of withholding Services, deliverables, or Instruments of Service until all invoices are paid in full. Consultant shall be entitled to recover all reasonable

- costs and disbursements, including reasonable attorney's fees, incurred in connection with collecting amounts owed by Client.
- Should taxes, fees or costs be imposed, they shall be in addition to Consultant's agreed upon compensation.
 - Notwithstanding anything to the contrary herein, Consultant may pursue collection of past due invoices without the necessity of any mediation proceedings.

SECTION IV – GENERAL CONSIDERATIONS

A. Standards of Performance

- The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily exercised by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with its Services.
- Consultant neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with its construction contract or the construction documents prepared by Consultant. Client acknowledges Consultant will not direct, supervise or control the work of construction contractors or their subcontractors at the site or otherwise. Consultant shall have no authority over or responsibility for the contractor's acts or omissions, nor for its means, methods, or procedures of construction. Consultant's Services do not include review or evaluation of the Client's, contractor's or subcontractor's safety measures, or job site safety or furnishing or performing any of the Contractor's work.
- Consultant's Opinions of Probable Construction Cost are provided if agreed upon in writing and made on the basis of Consultant's experience and qualifications. Consultant has no control over the cost of labor, materials, equipment or service furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions. Consultant cannot and does not guarantee that proposals, bids or actual construction cost will not vary from Opinions of Probable Construction Cost prepared by Consultant. If Client wishes greater assurance as to construction costs, Client shall employ an independent cost estimator.

B. Indemnity for Environmental Issues

- Consultant is not a user, generator, handler, operator, arranger, storer, transporter, or disposer of hazardous or toxic substances. Therefore the Client agrees to hold harmless, indemnify, and defend Consultant and Consultant's officers, directors, subconsultant(s), employees and agents from and against any and all claims; losses; damages; liability; and costs, including but not limited to costs of defense, arising out of or in any way connected with, the presence, discharge, release, or escape of hazardous or toxic substances, pollutants or contaminants of any kind at the site.

C. Limitations on Liability

- The Client hereby agrees that to the fullest extent permitted by law, Consultant's total liability to the Client for all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to the Project or this Agreement from any cause or causes including, but not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not exceed five hundred thousand dollars (\$500,000). In the event Client desires limits of liability in excess of those provided in this paragraph, Client shall advise Consultant in writing and agree that Consultant's fee shall increase by 1% for each additional five hundred thousand dollars of liability limits, up to a maximum limit of liability of five million dollars (\$5,000,000).
- Neither Party shall be liable to the other for consequential damages, including without limitation lost rentals; increased rental expenses; loss of use; loss of income; lost profit, financing, business, or reputation; and loss of management or employee productivity, incurred by one another or their subsidiaries or successors, regardless of whether such damages are foreseeable and are caused by breach of contract, willful misconduct, negligent act or omission, or other wrongful act of either of them. Consultant expressly disclaims any duty to defend Client for any alleged actions or damages.
- It is intended by the parties to this Agreement that Consultant's Services shall not subject Consultant's employees, officers or directors to any personal legal exposure for the risks associated with this Agreement. The Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or

asserted only against Consultant, and not against any of Consultant's individual employees, officers or directors, and Client knowingly waives all such claims against Consultant individual employees, officers or directors.

- Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued, and the applicable statutes of limitations shall commence to run, not later than either the date of Substantial Completion for acts or failures to act occurring prior to substantial completion or the date of issuance of the final invoice for acts or failures to act occurring after Substantial Completion. In no event shall such statutes of limitations commence to run any later than the date when the Services are substantially completed.

D. Assignment

- Neither party to this Agreement shall transfer, sublet or assign any rights under, or interests in, this Agreement or claims based on this Agreement without the prior written consent of the other party. Any assignment in violation of this subsection shall be null and void.

E. Dispute Resolution

- Any dispute between Client and Consultant arising out of or relating to this Agreement or the Services (except for unpaid invoices which are governed by Section III) shall be submitted to mediation as a precondition to litigation unless the parties mutually agree otherwise. Mediation shall occur within 60 days of a written demand for mediation unless Consultant and Client mutually agree otherwise.
- Any dispute not settled through mediation shall be settled through litigation in the state and county where the Project at issue is located.

SECTION V – INTELLECTUAL PROPERTY

A. Proprietary Information

- All documents, including reports, drawings, calculations, specifications, CAD materials, computers software or hardware or other work product prepared by Consultant pursuant to this Agreement are Consultant's Instruments of Service ("Instruments of Service"). Consultant retains all ownership interests in Instruments of Service, including all available copyrights.
- Notwithstanding anything to the contrary, Consultant shall retain all of its rights in its proprietary information including without limitation its methodologies and methods of analysis, ideas, concepts, expressions, inventions, know how, methods, techniques, skills, knowledge, and experience possessed by Consultant prior to, or acquired by Consultant during, the performance of this Agreement and the same shall not be deemed to be work product or work for hire and Consultant shall not be restricted in any way with respect thereto. Consultant shall retain full rights to electronic data and the drawings, specifications, including those in electronic form, prepared by Consultant and its subconsultants and the right to reuse component information contained in them in the normal course of Consultant's professional activities.

B. Client Use of Instruments of Service

- Provided that Consultant has been paid in full for its Services, Client shall have the right in the form of a nonexclusive license to use Instruments of Service delivered to Client exclusively for purposes of constructing, using, maintaining, altering and adding to the Project. Consultant shall be deemed to be the author of such Instruments of Service, electronic data or documents, and shall be given appropriate credit in any public display of such Instruments of Service.
- Records requests or requests for additional copies of Instruments of Services outside of the scope of Services, including subpoenas directed from or on behalf of Client are available to Client subject to Consultant's current rate schedule. Consultant shall not be required to provide CAD files or documents unless specifically agreed to in writing as part of this Agreement.

C. Reuse of Documents

- All Instruments of Service prepared by Consultant pursuant to this Agreement are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or on any other Project. Any reuse of the Instruments of Service without written consent or adaptation by Consultant for the specific purpose intended will be at the Client's sole risk and without liability or legal exposure to Consultant; and the Client shall release Consultant from all claims arising from such use. Client shall also defend, indemnify, and hold harmless Consultant from all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting from reuse of Consultant documents without written consent.

Sheila Meyer

From: John Erickson
Sent: Friday, December 26, 2025 1:01 PM
To: Sheila Meyer
Subject: FW: Vill Grantsburg closed landfill monitoring
Attachments: Grantsburg Landfill_Plan Modification Request_2026.pdf

From: Brian Kent <bkent@sehinc.com>
Sent: Tuesday, December 23, 2025 9:35 AM
To: John Erickson <DPW@villageofgrantsburg.gov>
Cc: Daniel Penzkover <dpenzkover@sehinc.com>; Veronica Aranda <varanda@sehinc.com>
Subject: RE: Vill Grantsburg closed landfill monitoring

This email comes from outside the organization.

Do not click links or open attachments unless it is an email you expected to receive.

John-
Please find attached our proposed Agreement to prepare and issue a plan modification request to the WDNR to request environmental monitoring at the site be terminated. Please note that the WDNR will issue the Village an invoice for the plan modification review, which is not included in our proposal. The WDNR review fee is currently \$1,650. As authorization to proceed, please sign and return a copy to Dan or me.

The Plan Modification Request is the first step in obtaining WDNR approval. Should the WDNR approve the request, the next phase would be well abandonment and documentation. SEH will provide an addendum to this Agreement if the WDNR approves the termination request, and the Village would like assistance. Please do not hesitate to contact us with any questions. Thank you and Happy Holidays.

Brian L. Kent, CHMM
Principal, Project Manager
Short Elliott Hendrickson Inc.
715.456.4621 mobile | 608.498.4844 direct

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From: John Erickson <DPW@villageofgrantsburg.gov>
Sent: Wednesday, December 10, 2025 11:29 AM
To: Brian Kent <bkent@sehinc.com>
Subject: FW: Vill Grantsburg closed landfill monitoring

Brian, I received this email from Nate Collar Yesterday about the monitoring wells. Last I knew we were waiting to hear from him the week of Jan 8th 2023. I will respond back to the original email. At this point, the village would still like to more forward with abandoning the wells and not require any testing.

Thanks for your help!

John

From: Coller, Nathan - DNR <Nathan.Coller@wisconsin.gov>

Sent: Tuesday, December 9, 2025 10:18 AM

To: John Erickson <DPW@villageofgrantsburg.gov>; Allison Longhenry <DeputyCT@villageofgrantsburg.gov>

Subject: Vill Grantsburg closed landfill monitoring



This email comes from outside the organization.

Do not click links or open attachments unless it is an email you expected to receive.

Good morning John,

Upon reviewing groundwater monitoring data for the Village of Grantsburg closed landfill, I see that we haven't received any monitoring data since Apr. 2023.

The last correspondence/email I have regarding the status of the groundwater monitoring wells was from Brian Kent/SEH on 12-19-2023.

If the Village wishes to pursue terminating groundwater monitoring and to permanently abandon the groundwater monitoring wells, we would need to see a formal request to terminate monitoring along with justification for doing so. I've included a link to department guidance for preparing such a request. See section on p. 4 titled Termination of groundwater monitoring – closed landfills

LINK: <https://apps.dnr.wi.gov/doclink/waext/wa1013.pdf>

Until we receive and approve a request to end monitoring, the Village will need to continue monitoring in accordance with its approved monitoring plan. However, if the Village would like to sample less frequently for an expanded list of substances, we can discuss something similar to Table 1 in the attached email on 8-26-2022.

Please respond to let me know you've received this email. I can be available by phone to discuss or if you have any questions.

Nathan Coller

Pronouns: He/him

Hydrogeologist – Waste & Materials Management Program

Wisconsin Department of Natural Resources

Spooner Service Center

810 W. Maple St. Spooner, WI 54801

Phone: 715-635-4048

Cell Phone: 715-520-2100

nathan.coller@wi.gov



dnr.wi.gov

Our core values include professionalism, integrity, and customer service.

Please visit our [survey](#) to provide feedback on your experience interacting with any DNR employee.



Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between Village of Grantsburg ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective May 9, 2022, this Supplemental Letter Agreement dated January 1, 2026 authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: **Grantsburg Landfill Plan Modification Request 2026**.

Client's Authorized Representative: Rick Lindberg- Village President

Address: 316 S. Brad St., Grantsburg, Wisconsin 54840, United States

Telephone: 715.463.2405

Email: President@villageofgrantsburg.gov

Project Manager: Brian Kent

Address: 329 Jay Street Suite 301, La Crosse, Wisconsin 54601

Telephone: 715.456.4621

Email: bkent@sehinc.com

Scope: The Services to be provided by Consultant:

It is Consultant's understanding that the Client would like to request approval from the Wisconsin Department of Natural Resources (WDNR) to terminate the environmental monitoring requirements for the closed Grantsburg Landfill. The procedure to request termination is outlined in WDNR guidance document Reducing or Terminating Groundwater Monitoring at Solid Waste Landfills (PUB-WA 1013 revised 2019).

Preliminary discussions with the WDNR suggest that the site is likely a viable candidate to request termination of environmental monitoring. Consultant proposes to prepare and issue a plan modification request to the WDNR requesting approval to terminate environmental monitoring frequency at the Landfill. Based on experience with other sites, and preliminary discussions with the WDNR, the plan modification request will include a summary of historical monitoring data, updated site figures showing seasonal groundwater flow contours, and an updated figure showing property lines and current ownership of lots located within ¼ mile of the landfill property.

Please note that this Agreement does not include any additional confirmation sampling or well abandonment activities that may necessary following the WDNR's review. Should this be requested by the WDNR or Client, Consultant will prepare a separate addendum to cover additional labor and expenses.

Schedule: Work related to this Supplemental Letter Agreement will commence upon written authorization to proceed, and be completed within 90 days of authorization.

Payment: The lump sum fee is \$7,000 including expenses and equipment. The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-2.

Other Terms and Conditions: Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein:
None

Short Elliott Hendrickson Inc.

Village of Grantsburg

By: _____
 Brian L. Kent
Full Name: _____
 Principal
Title: _____

By: _____
Full Name: _____
Title: _____

Exhibit A-2
Payments to Consultant for Services and Expenses
Using the Lump Sum Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Lump Sum Basis Option

The Client and Consultant select the Lump Sum Basis for Payment for services provided by Consultant. During the course of providing its services, Consultant shall be paid monthly based on Consultant's estimate of the percentage of the work completed. Necessary expenses and equipment are provided as a part of Consultant's services and are included in the initial Lump Sum amount for the agreed upon Scope of Work. Total payments to Consultant for work covered by the Lump Sum Agreement shall not exceed the Lump Sum amount without written authorization from the Client.

The Lump Sum amount includes compensation for Consultant's services and the services of Consultant's Consultants, if any for the agreed upon Scope of Work. Appropriate amounts have been incorporated in the initial Lump Sum to account for labor, overhead, profit, expenses and equipment charges. The Client agrees to pay for other additional services, equipment, and expenses that may become necessary by amendment to complete Consultant's services at their normal charge out rates as published by Consultant or as available commercially.

B. Expenses Not Included in the Lump Sum

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client and shall be paid for as described in this Agreement.

1. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
2. Other special expenses required in connection with the Project.
3. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses not included in the Lump Sum amount.



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December 22, 2025

RE: Change Order Proposal #1
Village of Grantsburg
Grantsburg WWTP Improvements
SEH No. 184139 71.50

John O'Hearn
Senior Project Manager
Market and Johnson, Inc.
VIA E-MAIL: johearn@market-johnson.com

Dear Mr. O'Hearn:

SEH has reviewed Change Order Request (COR) #04R2 for work associated with Field Order No. 02, which shifts the new lift station 10 feet north and includes associated sidewalk and site concrete revisions, as summarized in your submittal dated December 5, 2025. The change is approved in the amount of \$12,492. This change does not modify the Contract Time.

Field Order No. 02 revised the lift station location to better accommodate site grading, utilities, and access, with the majority of the added work and cost driven by tree removal and the sidewalk/curb and gutter removal and replacement, including related excavation/backfill and concrete restoration; the lift station shift is a minor component of the overall effort. Overall, the scope and pricing presented in COR #04R2 are consistent with the field order and the supporting subcontractor quotations.

Please let me know if you have any questions.

Sincerely,

Dylan Friss, PE
Wastewater Engineer IV
(Lic. WI)

Attachment(s): COR #04R2 (Market & Johnson), Field Order No. 02 (SEH)

cc: Thad Webb, SEH
Jeremiah Wendt, SEH
Village of Grantsburg

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 400 Locust Avenue, Suite 2, Charlottesville, VA 22902-4858

434.202.3780 | 888.908.8166 fax | sehinc.com

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December 22, 2025

RE: Change Order Proposal #1
Village of Grantsburg
Grantsburg WWTP Improvements
SEH No. 184139 71.50

John O'Hearn
Senior Project Manager
Market and Johnson, Inc.
VIA E-MAIL: johearn@market-johnson.com

Dear Mr. O'Hearn:

SEH has reviewed Change Order Request (COR) #08 (Buried Rubble in Campground), as submitted by Market & Johnson and dated December 8, 2025. This COR is required due to unknown buried unsuitable subsurface conditions encountered during excavation for installation of the gravity sanitary sewer line in the campground. Buried concrete, wood, stumps, and metal were encountered that could not have been reasonably anticipated prior to bidding. At the direction of the Engineer, the Contractor removed the unsuitable materials and replaced them with clean backfill. In accordance with Section 5.04 of the General Conditions, the Contractor is entitled to an equitable adjustment in Contract Price equal to the Contractor's additional costs related to the unknown subsurface condition.

Based on SEH's review of the scope, supporting documentation, and the submitted cost breakdown, COR #08 is approved in the amount of \$12,195.11. This change does not modify the Contract Time

Please let me know if you have any questions.

Sincerely,

Dylan Friss, PE
Wastewater Engineer IV
(Lic. WI)

Attachment(s): COR #04R2 (Market & Johnson), Field Order No. 02 (SEH)

cc: Thad Webb, SEH
Jeremiah Wendt, SEH
Village of Grantsburg

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 400 Locust Avenue, Suite 2, Charlottesville, VA 22902-4858

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January 2, 2026

RE: Grantsburg Wastewater Treatment Plant
Improvements
Grantsburg, Wisconsin
SEH No. GRANT 184139 73.00

Sheila Meyer, Clerk/ Treasurer
Village of Grantsburg
316 S. Brad Street
Grantsburg, WI 54840

Allison Longhenry, Deputy Clerk/ Treasurer
Village of Grantsburg
316 S. Brad Street
Grantsburg, WI 54840

Dear Ms. Meyer & Ms. Longhenry:

Please find enclosed Application for Payment No. 5 from Market & Johnson, Inc. for the above-referenced project. The application is in the amount of \$630,416.14 and includes retainage in accordance with the Contract Documents. SEH has reviewed the Application for Payment and recommends approval for payment to the Contractor.

Major work completed during this period included continued progress on the UV disinfection structure and associated concrete work, installation of the building superstructure and masonry, advancement of electrical rough-in and conduit installation, and initial work associated with process integration, blower, and UV system components.

If you have any questions, please contact me at 414.949.8932 or dfriss@sehinc.com.

Sincerely,

A handwritten signature in cursive script that reads "Dylan Friss".

Dylan Friss
Wastewater Engineer IV

Enclosure

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 10 North Bridge Street, Chippewa Falls, WI 54729-2250

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APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 112581

To Owner: Village of Grantsburg
316 Brad Street S
Grantsburg, WI 54840

Project: 3479- Grantsburg Wastewater Treatment
Plant Improvements
North Gary Street
Grantsburg WI 54840

Application No. : 5

Distribution to :

<input type="checkbox"/>	Owner
<input type="checkbox"/>	Architect
<input type="checkbox"/>	Contractor
<input type="checkbox"/>	
<input type="checkbox"/>	

Period To: 11/30/2025

From Contractor: Market & Johnson, Inc.
2350 Galloway Street
Eau Claire, WI 54703

Via Architect: Short Elliott Hendrickson, Inc.
10 North Bridge Street
Chippewa Falls WI 54729-2550

Project Nos:

Contract For:

Contract Date:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

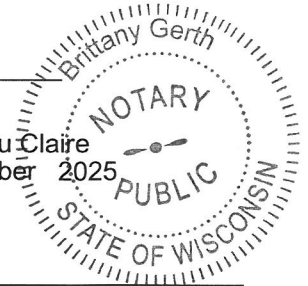
1. Original Contract Sum	\$5,435,026.00
2. Net Change By Change Order	\$0.00
3. Contract Sum To Date	\$5,435,026.00
4. Total Completed and Stored To Date	\$1,651,122.79
5. Retainage :	
a. 5.00% of Completed Work	\$82,556.15
b. 0.00% of Stored Material	\$0.00
Total Retainage	\$82,556.15
6. Total Earned Less Retainage	\$1,568,566.64
7. Less Previous Certificates For Payments	\$938,150.50
8. Current Payment Due	\$630,416.14
9. Balance To Finish, Plus Retainage	\$3,866,459.36

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Market & Johnson, Inc.

Signed by:
By: John O'Hearn Date: 12/5/25
58E48416BC314C7...

State of: Wisconsin County of: Eau Claire
Subscribed and sworn to before me this 5 day of December 2025
Notary Public: Brittany Gerth
My Commission expires: June 16, 2028



ENGINEER'S

~~ARCHITECT'S~~ CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$630,416.14

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

~~ENGINEER~~
~~ARCHITECT:~~

By: _____ Date: 1/2/2026

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total Approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
Net Changes By Change Order	\$0.00	

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner:	Village of Grantsburg	Owner's Project No.:	
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Contractor:	Market & Johnson	Contractor's Project No.:	3479
Project:	Grantsburg Wastewater Treatment Plant Improvements		
Contract:	All labor, skill, and materials required to construct above referenced project		

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			(D + E) From Previous	This Period (\$)					
Original Contract									
DIVISION 00 - PROCUREMENT AND CONTRACTING REQUIREMENTS									
	Stated Allowance Section 26 00 00	50,000.00	33,990.40			33,990.40	68%	16,009.60	
DIVISION 01 - GENERAL REQUIREMENTS									
91 10 00	INSURANCE/PAYMENT & PERFORMANCE BONDS								
	Insurance/Payment & Performance Bonds	65,903.95	65,903.95			65,903.95	100%	-	
91 40 00	BUILDING PERMIT								
	WWTP Building 20	5,444.00	-	5,444.00		5,444.00	100%	-	
91 50 00	GENERAL CONDITIONS								
	Supervision	300,576.00	91,282.00	34,450.00		125,732.00	42%	174,844.00	
	Small Tools and Consumables	60,550.00	13,250.00	14,220.00		27,470.00	45%	33,080.00	
	Equipment	137,670.89	39,625.00	18,765.00		58,390.00	42%	79,280.89	
	Mobilization	122,656.00	122,656.00			122,656.00	100%	-	
91 60 00	COLD WEATHER PROTECTION								
	WWTP Building 20	12,355.02	-			-	0%	12,355.02	
91 70 00	TEMPORARY UTILITIES								
	Lift Station Building 10	15,000.00	-			-	0%	15,000.00	
DIVISION 02 - EXISTING CONDITIONS									
02 41 13	DEMOLITION & STRUCTURE MOVING								
	Campground - Building Removal (McCabe)	11,200.00	-			-	0%	11,200.00	
	Campground - Removing Pavements & Misc. Structures (McCabe)	12,290.00	-			-	0%	12,290.00	
	WWTP - Building Removal (McCabe)	23,000.00	-			-	0%	23,000.00	
	WWTP - Removing Pavements & Misc. Structures (McCabe)	1,175.00	-			-	0%	1,175.00	
	Sitework Lift Station Demo (Ahern)	3,200.00	-			-	0%	3,200.00	
	Sitework Blower Building Demo (Ahern)	3,200.00	-			-	0%	3,200.00	
02 41 19	SELECTIVE DEMOLITION								
	Lift Station Building 10	7,975.74	-			-	0%	7,975.74	
	WWTP Building 20	736.70	-			-	0%	736.70	
02 81 00	CONTAMINATED SITE MATERIAL REMOVAL								
	Lagoon Sludge Removal and Disposal (135 tons @ \$1,118/ton)	150,930.00	-			-	0%	150,930.00	
DIVISION 03 - CONCRETE									
03 20 01	CONCRETE REINFORCING LABOR								
	Lift Station Building 10	3,746.14	-	3,746.14		3,746.14	100%	-	
	WWTP Building 20	12,914.26	-	9,500.00		9,500.00	74%	3,414.26	
03 20 02	CONCRETE REINFORCING MATERIAL								
	Lift Station Building 10	1,400.00	1,400.00			1,400.00	100%	-	
	WWTP Building 20	12,250.00	12,250.00			12,250.00	100%	-	
03 30 00	CAST IN PLACE CONCRETE								
	Lift Station Building 10	13,816.03	-	13,816.03		13,816.03	100%	-	
	WWTP Building 20	216,451.10	10,250.00	115,205.00		125,455.00	58%	90,996.10	
03 41 01	STRUCTURAL PRECAST								
	Lift Station Building 10	50,000.01	-			-	0%	50,000.01	
	WWTP Building 20	142,086.99	5,254.50	132,086.99		137,341.49	97%	4,745.50	

Progress Estimate - Lump Sum Work

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DIVISION 04 – MASONRY									
04 20 00	UNIT MASONRY								
	WWTP Building 20	24,247.00	-			-	0%	24,247.00	
DIVISION 05 – METALS									
05 10 01	STRUCTURAL STEEL INSTALL								
	Lift Station Building 10	747.23	-			-	0%	747.23	
	WWTP Building 20	6,583.73	-			-	0%	6,583.73	
05 10 02	STRUCTURAL STEEL SUPPLY MATERIAL								
	Lift Station Building 10	10,000.00	-			-	0%	10,000.00	
	WWTP Building 20	21,900.00	-			-	0%	21,900.00	
05 50 01	MISCELLANEOUS METALS - INSTALL								
	Lift Station Building 10	329.58	-			-	0%	329.58	
	WWTP Building 20	6,539.92	-			-	0%	6,539.92	
05 50 02	MISCELLANEOUS METALS - MATERIAL								
	WWTP Building 20	2,730.00	-			-	0%	2,730.00	
DIVISION 06- WOOD, PLASTIC, AND COMPOSITES									
06 10 00	BUILDING WORKS								
	Lift Station Building 10	10,575.93	-			-	0%	10,575.93	
	WWTP Building 20	18,696.96	-			-	0%	18,696.96	
DIVISION 07 - THERMAL AND MOISTURE PROTECTION									
07 10 00	DAMPROOFING AND WATERPROOFING								
	WWTP Building 20	4,585.00	-			-	0%	4,585.00	
07 50 00	MEMBRANE ROOFING								
	Lift Station Building 10	23,587.00	-			-	0%	23,587.00	
	WWTP Building 20	25,163.00	-			-	0%	25,163.00	
07 90 00	JOINT SEALANTS								
	Lift Station Building 10	1,000.00	-			-	0%	1,000.00	
	WWTP Building 20	8,990.00	-			-	0%	8,990.00	
DIVISION 08 – OPENINGS									
08 10 00	DOORS, FRAMES & HARDWARE SUPPLY								
	Lift Station Building 10	8,000.00	-			-	0%	8,000.00	
	WWTP Building 20	24,400.00	-			-	0%	24,400.00	
08 31 00	ACCESS DOORS & PANELS SUPPLY								
	Lift Station Building 10	2,312.88	-			-	0%	2,312.88	
08 33 00	COILING DOORS & GRILLES SUPPLY								
	WWTP Building 20	8,571.00	-			-	0%	8,571.00	
08 80 00	GLAZING								
	WWTP Building 20	500.00	-			-	0%	500.00	
DIVISION 09 – FINISHES									
09 21 16	GYPSUM BOARD ASSEMBLIES								
	Lift Station Building 10	550.88	-			-	0%	550.88	
09 30 00	TILING								
	WWTP Building 20	5,000.00	-			-	0%	5,000.00	

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09 50 00	CEILINGS WWTP Building 20	1,290.00	-	-	-	-	0%	1,290.00		
09 60 00	SOFT FLOORING WWTP Building 20	5,000.00	-	-	-	-	0%	5,000.00		
09 90 00	PAINTING & COATING Lift Station Building 10 WWTP Building 20	28,175.00 18,300.00	-	-	-	-	-	28,175.00 18,300.00		
DIVISION 10 - SPECIALTIES										
10 14 00	SIGNAGE SUPPLY WWTP Building 20	682.00	-	-	-	-	0%	682.00		
10 28 00	TOILET & BATH ACCESSOIRES SUPPLY WWTP Building 20	1,620.30	-	-	-	-	0%	1,620.30		
10 40 00	SAFETY SPECIALTIES SUPPLY WWTP Building 20	1,019.30	-	-	-	-	0%	1,019.30		
10 70 00	EXTERIOR SPECIALTIES SUPPLY WWTP Building 20	8,837.00	-	-	-	-	0%	8,837.00		
DIVISION 12 - FURNISHINGS										
12 30 00	CASEWORK WWTP Building 20	8,906.00	-	-	-	-	-	8,906.00		
DIVISION 21 - FIRE SUPPRESSION										
21 13 13	FIRE PROTECTION SYSTEMS ST-20 Fire Protection	32,000.00	-	7,689.00	-	7,689.00	-	24,311.00		
DIVISION 22 - PLUMBING										
22 00 00	PLUMBING ST-10 Plumbing ST-20 Plumbing	23,700.00 103,000.00	-	-	10,000.00	10,000.00	0% 10%	23,700.00 93,000.00		
DIVISION 23 - HEATING, VENTILATION, AND AIR CONDITIONING										
23 00 00	HVAC ST-10 HVAC ST-20 HVAC	19,000.00 94,100.00	-	-	-	-	0% 0%	19,000.00 94,100.00		
DIVISION 26 - ELECTRICAL										
26 00 00	ELECTRICAL Submittals Str 20 Electrical Labor Str 20 Electrical Material Str 20 Electrical Switchgear Str 10 Electrical Labor Str 10 Electrical Material Str 30 Electrical Labor Str 30 Electrical Material Str 40 Electrical Labor Str 40 Electrical Material	41,811.00 52,500.00 24,500.00 19,580.00 39,500.00 25,734.00 13,250.00 9,550.00 15,100.00 9,650.00	2,410.00 - - 14,825.00 1,000.00 800.00 - - - -	- 2,500.00 500.00 - 4,500.00 3,500.00 - - - -	- - - - - - - - - -	2,410.00 2,500.00 500.00 14,825.00 5,500.00 4,300.00 - - - -	6% 5% 2% 76% 14% 17% 0% 0% 0% 0%	39,401.00 50,000.00 24,000.00 4,755.00 34,000.00 21,434.00 13,250.00 9,550.00 15,100.00 9,650.00		

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26 32 13	ENGINE GENERATORS Str 10 Generator	62,800.00	-			-	0%	62,800.00		
26 51 19	LED INTERIOR LIGHTING Str 20 Lighting	13,694.00	13,204.00			13,204.00	96%	490.00		
DIVISION 28 – ELECTRONIC SAFETY AND SECURITY										
28 31 00	FIRE ALARM SYSTEM Str 20 Fire Alarm	4,237.00	3,539.00			3,539.00	84%	698.00		
DIVISION 31 – EARTHWORK										
31 11 00	CLEARING & GRUBBING Campground - Clearing & Grubbing	9,430.00	2,696.22	6,733.78		9,430.00	100%	-		
31 23 10	EXCAVATION & EMBANKMENT Campground - Excavation & Embankment Labor & Equipment	76,696.00	21,104.74	25,000.00		46,104.74	60%	30,591.26		
	WWTP - Excavation & Embankment Labor & Equipment	80,266.00	35,556.05	25,000.00		60,556.05	75%	19,709.95		
	WWTP - Excavation & Embankment Materials	36,900.00	-	20,000.00		20,000.00	54%	16,900.00		
31 23 19	DEWATERING Campground - Lift Station Building 10	226,200.00	115,800.00	110,400.00		226,200.00	100%	-		
31 25 10	TEMPORARY EROSION CONTROL Campground - Temp Erosion Control	3,020.00	2,227.61			2,227.61		792.39		
	WWTP - Temp Erosion Control	4,685.00	1,016.00			1,016.00	22%	3,669.00		
DIVISION 32 – EXTERIOR IMPROVEMENTS										
32 11 26	CRUSHED AGGREGATE BASE COURSE Campground - Crushed Agg. Base Course	21,505.00	-			-	0%	21,505.00		
	WWTP - Crushed Agg. Base Course	13,435.00	-			-	0%	13,435.00		
32 12 16	ASPHALT PAVING Lift Station Building 10	43,925.00	-			-	0%	43,925.00		
32 16 00	SITE CONCRETE Lift Station Building 10	45,294.46	-			-	0%	45,294.46		
	WWTP Building 20	2,400.00	-			-	0%	2,400.00		
32 31 00	FENCES & GATES WWTP Building 20	31,100.00	-			-	0%	31,100.00		
DIVISION 33 – UTILITIES										
33 11 00	WATER DISTRIBUTION SYSTEMS Sitework Splitter Box	81,900.00	-			-	0%	81,900.00		
	Sitework Splitter Box Bypass	34,200.00	-			-	0%	34,200.00		
	Campground - Water Distribution Systems Labor & Equipment	2,620.00	-			-	0%	2,620.00		
	Campground - Water Distribution Systems Material	2,880.00	-			-	0%	2,880.00		
	WWTP - Water Distribution Systems Labor & Equipment	4,379.00	-			-	0%	4,379.00		
	WWTP - Water Distribution Systems Material	5,650.00	-			-	0%	5,650.00		
33 31 00	SANITARY SEWER SYSTEMS Campground - Sanitary Sewer Systems Labor & Equipment	258,440.00	199,953.82	30,000.00		229,953.82	89%	28,486.18		
	Campground - Sanitary Sewer Systems Materials	77,900.00	77,900.00			77,900.00	100%	-		
33 34 00	SEWAGE FORCE MAINS Campground - Sewage Force Mains Labor & Equipment	21,069.00	-			-	0%	21,069.00		
	Campground - Sewage Force Mains Materials	28,950.00	5,172.56			5,172.56	18%	23,777.44		

Progress Estimate - Lump Sum Work

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DIVISION 40 – PROCESS INTEGRATION								
40 23 10	PROCESS PIPING							
	ST-10 Lift Station Piping	180,900.00	5,000.00	10,000.00		15,000.00	8%	165,900.00
	Mobilization	43,700.00	20,000.00			20,000.00	46%	23,700.00
	Submittals	41,900.00	35,000.00	6,900.00		41,900.00	100%	-
	WWTP - Site Piping Labor & Equipment	103,010.00	-			-	0%	103,010.00
	WWTP - Site Piping Materials	61,900.00	-			-	0%	61,900.00
40 90 10/40 91 19	LIFT STATION CONTROLS & DEVICES/INSTRUMENTATION							
	Str 20 Instrumentation & Controls	199,424.00	-			-	0%	199,424.00
	Str 10 Instrumentation & Controls	67,700.00	-			-	0%	67,700.00
	Str 30 Instrumentation & Controls	67,700.00	-			-	0%	67,700.00
	Str 40 Instrumentation & Controls	33,850.00	-			-	0%	33,850.00
DIVISION 41 – MATERIAL PROCESSING AND HANDLING EQUIPMENT								
41 20 00	PIECE MTL HANDLING EQUIPMENT							
	Lift Station Building 10	9,966.00	-			-	0%	9,966.00
DIVISION 43 – PROCESS GAS AND LIQUID HANDLING, PURIFICATION, AND STORAGE EQUIPMENT								
43 21 25	SUBMERSIBLE PUMPS							
	ST-10 Lift Station Pumps	91,500.00	-			-	0%	91,500.00
	ST-20 Treatment Building Piping	76,000.00	5,000.00	15,000.00		20,000.00	26%	56,000.00
43 21 47	CHEMICAL FEED PUMPS							
	ST-20 Treatment Building	74,700.00	-	5,000.00		5,000.00	7%	69,700.00
DIVISION 44 – POLLUTION AND WASTE CONTROL EQUIPMENT								
44 42 19	POSITIVE DISPLACEMENT BLOWERS							
	ST-20 Treatment Building Blowers	66,100.00	-	5,000.00		5,000.00	8%	61,100.00
44 45 16	Lagoon Aeratio Equipment							
	WWTP Building 20	53,100.00	29,460.00	23,640.00		53,100.00	100%	-
DIVISION 46 – WATER AND WASTEWATER EQUIPMENT								
46 21 39	FINE SCREENING EQUIPMENT							
	ST-10 Lift Station Screen	184,900.00	-			-	0%	184,900.00
46 66 00	ULTRAVIOLET LIGHT DISINFECTION EQUIPMENT							
	ST-20 Treatment Building UV	196,000.00	-	5,000.00		5,000.00	3%	191,000.00
UNIT PRICES								
	Clearing & Grubbing (1LS @ \$15,750/LS)	15,750.00	-			-	0%	15,750.00
	Strip Topsoil (1.5 Acre @ \$3,900/Acre)	5,850.00	-			-	0%	5,850.00
	Base Agg. Dense 3/4" WWTP DWY (89 ton @ \$22/ton)	1,958.00	-			-	0%	1,958.00
	Base Agg. Dense 1 1/4" WWTP DWY (267 ton @ \$22/ton)	5,874.00	-			-	0%	5,874.00
	Base Agg. Dense 3/4" Gary Street (261 ton @ \$22/ton)	5,742.00	-			-	0%	5,742.00
	Base Agg. Denser 1 1/4" Gary Street (750 ton @ \$22/ton)	16,500.00	-			-	0%	16,500.00
	Turf Establishment (1 Acre @ \$10,500/acre)	10,500.00	-			-	0%	10,500.00
	Connect to Ex. Water Main (1 EA @ \$1,700/EA)	1,700.00	-			-	0%	1,700.00
	4" DI Water Main (4 LF @ \$75/LF)	300.00	-			-	0%	300.00
	6" DI Water Main (127 LF @ \$75/LF)	9,525.00	-			-	0%	9,525.00
	8" DI Water Main (3,364 LF @ \$80/LF)	269,120.00	-			-	0%	269,120.00
	Fittings (788 LB @ \$15.50/LB)	12,214.00	-			-	0%	12,214.00
	Fire Hydrant (7 EA @ \$5,900/EA)	41,300.00	-			-	0%	41,300.00

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			(D + E) From Previous	This Period (\$)				
Item No.	Description	Scheduled Value (\$)			Materials Currently Stored (not in D or E)	Work Completed and Materials Stored to Date	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
	4" Valve & Box (1 EA @ \$2,125/EA)	2,125.00	-			-	0%	2,125.00
	6" Valve & Box (7 EA @ \$2,420/EA)	16,940.00	-			-	0%	16,940.00
	8" Valve & Box (8 EA @ \$3,170/EA)	25,360.00	-			-	0%	25,360.00
Original Contract Totals		\$ 5,435,026.00	\$ 987,526.85	\$ 663,595.94	\$ -	\$ 1,651,122.79	30%	\$ 3,783,903.21
Change Orders								
								-
								-
								-
								-
								-
Change Order Totals		\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Original Contract and Change Orders								
Project Totals		\$ 5,435,026.00	\$ 987,526.85	\$ 663,595.94	\$ -	\$ 1,651,122.79	30%	\$ 3,783,903.21