



## AGENDA

Utility Commission Meeting  
Waupun Utilities – 817 S Madison St.  
Waupun, WI P.O. Box 431  
Monday, September 12, 2022 AT 4:00 PM

There is a regular commission meeting scheduled for Monday, September 12, 2022, at 4:00 p.m. at the Waupun Utilities Administrative Building, with option to join via virtual and teleconference. Instructions to join the meeting are provided below:

### Join Zoom Meeting

<https://us02web.zoom.us/j/89819520743?pwd=amNEeGRJTzBNaVdhUHhpcUdDNGNwdz09>

**By Phone:** 1 312 626 6799

**Meeting ID:** 898 1952 0743

**Passcode:** 061341 **CALL TO ORDER**

### ROLL CALL OF COMMISSIONERS

### APPROVAL OF PREVIOUS MEETING MINUTES

1. August 8, 2022 Minutes

### APPROVAL OF PAYMENT - PREVIOUS MONTHS BILLS

2. 8-2022 Accounts Payable

### FINANCIAL REPORT / APPROVAL OF MONTHLY FINANCIAL RESULTS

3. Finance Director Report

### GM REPORT / OPERATIONS REPORT

4. General Manager Report
5. Water and Wastewater Operations Report

### APPEARANCE BY VISITORS

## AGENDA

6. Discuss/Approve Revisions to Chapter 12 of City of Waupun Code of Ordinances, sub section 12.06
7. Discuss/Approve Resolution No. 09-12-22-01 Approving Sewer Rate Adjustments
8. Discuss Employee Performance Evaluation for Manager Position *\*The Commission may convene in closed session as authorized by Wisconsin Statute 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The Commission may reconvene in open session and discuss and take action on the subject matter discussed in closed session.*

### ADJOURNMENT

*Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the General Manager at 920-324-7920.*

**Minutes of a Regular Meeting of the  
Waupun Utilities Commission  
Monday, August 8, 2022**

Meeting called to order by President Heeringa at 4:00 p.m.

Commissioners Daane, Heeringa, Homan, Kaczmarski, Vanderkin and Westphal were present. Commissioner Thurmer was absent with notice.

Motion made by Homan, seconded by Daane and unanimously carried, to approve minutes from the July 11, 2022 meeting.

On motion by Vanderkin, seconded by Homan and unanimously carried, bills for month of July 2022 approved as presented.

On motion by Kaczmarski, seconded by Daane and unanimously carried, year-to-date financial reports through June 2022 approved as presented. Electric operating income was \$238,800 or \$139,600 above budget from lower operating costs. Water operating income was \$416,100 or \$140,900 above budget from lower than budgeted operating expenses. Sewer operating income was \$71,300 or \$62,400 above budget largely due to controlling maintenance costs at the WWTF and increases in high-strength and trucked-in waste charges.

General Manager Brooks reported on an electric outage, new electric services and status of current projects. The new EV charger that will be located in 400 block of E Main Street has arrived. DPW crew is working to pour concrete foundation. Once concrete foundation is complete, electric crew will install charger. An update was provided on recent action taken by WPPI in efforts to help offset a portion of the upward cost pressure on member wholesale power bills.

Treatment Facilities and Operations Superintendent Schramm reported on routine maintenance completed at Water and Wastewater Treatment Facilities. Distribution/collection crew continue preventative maintenance of distribution system. Advance Construction has completed installation and tie-ins of sanitary and water main line, north of Libby Street for the South Madison Street construction project. Sanitary and water laterals have been installed, with the exception of five laterals between West Doty Street and Libby Street. Construction and installation of components for the ABNR WWTF upgrade are moving along well.

Discussion held in regards to option for attendees to join monthly Utility Commission meetings virtually through Zoom. Commission made decision to include option of attendees to join future meetings via Zoom going forward starting September 2022. Commission may revisit after an undisclosed amount of time if any issues present itself or lack of attendance.

Discussion held regarding Waupun Municipal Code Chapter 12 – Public Utilities 12.06 Sanitary Sewer System and billing of high strength fees. Utility management is analyzing opportunities for additional revenue sources to mitigate further short-falls in operating revenues experienced since the beginning of COVID. Sewer ordinance states that sewer customers who discharge higher strength wastewater with higher concentrations of BOD, suspended solids and phosphorus should be billed a surcharge of anything greater than the set limit. Staff will work to obtain sampling information and put together an analysis to provide more information at the next meeting.

On motion by Vanderkin, seconded by Homan and unanimously carried, meeting adjourned at 5:03 p.m.

The next regular commission meeting is scheduled on September 12, 2022, at 4:00 p.m.

Jen Benson  
Office & Customer Service Supervisor

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
<b>A.C. ENGINEERING COMPANY</b>							
420	321380802	FEEDER 3 AND 4 - MAIN SUBSTATION	08/05/2022	8,666.60	8,666.60	48255	08/10/2022
Total A.C. ENGINEERING COMPANY:				8,666.60	8,666.60		
<b>AGNESIAN HEALTHCARE INC</b>							
800	37469	DOT DRUG SCREEN - GESCHKE	08/03/2022	28.75	28.75	48256	08/10/2022
	37469	DOT DRUG SCREEN - GESCHKE	08/03/2022	28.75	28.75	48256	08/10/2022
Total AGNESIAN HEALTHCARE INC:				57.50	57.50		
<b>AIRGAS USA INC</b>							
855	9990110543	ACETYLENE/OXYGEN/NITROGEN	08/03/2022	28.76	28.76	48257	08/10/2022
	9990110543	ACETYLENE/OXYGEN/NITROGEN	08/03/2022	28.76	28.76	48257	08/10/2022
	9990110543	ACETYLENE/OXYGEN/NITROGEN	08/03/2022	28.76	28.76	48257	08/10/2022
Total AIRGAS USA INC:				86.28	86.28		
<b>ALLIANT ENERGY</b>							
900	183035-08022022	GAS UTILITY FOR WATER PLANT	08/04/2022	539.79	539.79	48258	08/10/2022
	3261389217-07292	WWTF- PROCESS BLD, GREEN HOUSE AND PUMP BLD	08/04/2022	57.83	57.83	48258	08/10/2022
	437000-07292022	GAS UTIL BILL FOR SWG PLNT	08/04/2022	459.99	459.99	48258	08/10/2022
	590516-07292022	SPLIT DISTRIBUTION- MAIN BLD	08/04/2022	3.32	3.32	48258	08/10/2022
	590516-07292022	SPLIT DISTRIBUTION- MAIN BLD	08/04/2022	2.65	2.65	48258	08/10/2022
	590516-07292022	SPLIT DISTRIBUTION- MAIN BLD	08/04/2022	2.65	2.65	48258	08/10/2022
	590516-07292022	SPLIT DISTRIBUTION- MAIN BLD	08/04/2022	17.97	17.97	48258	08/10/2022
	590516-07292022	SPLIT DISTRIBUTION- MAIN BLD	08/04/2022	17.97	17.97	48258	08/10/2022
	590516-07292022	SPLIT DISTRIBUTION- MAIN BLD	08/04/2022	17.97	17.97	48258	08/10/2022
	590516-07292022	SPLIT DISTRIBUTION- MAIN BLD	08/04/2022	1.35	1.35	48258	08/10/2022
	590516-07292022	SPLIT DISTRIBUTION- MAIN BLD	08/04/2022	1.35	1.35	48258	08/10/2022
	590516-07292022	SPLIT DISTRIBUTION- MAIN BLD	08/04/2022	1.34	1.34	48258	08/10/2022
	80105.08172022	GAS UTILITY FOR WELLHOUSE #5	08/31/2022	13.75	13.75	48297	08/31/2022
	931084-08012022	GAS UTIL @ WWTP GARAGE	08/04/2022	193.58	193.58	48258	08/10/2022
Total ALLIANT ENERGY:				1,331.51	1,331.51		
<b>ALTERNATIVE TECHNOLOGIES INC.</b>							
1000	52466	SUBSTATION SAMPLING SERVICES	08/31/2022	154.00	154.00	48298	08/31/2022
Total ALTERNATIVE TECHNOLOGIES INC.:				154.00	154.00		
<b>AMAZON CAPITAL SERVICES</b>							
1015	11D7-DY67-J1KF	SCHRAMM PHONE CASE	08/04/2022	14.47	14.47	48259	08/10/2022
	11D7-DY67-J1KF	SCHRAMM PHONE CASE	08/04/2022	14.47	14.47	48259	08/10/2022
	1KGY-QP1V-3J39	ARCHITECTURAL AND ENGINEERING SCALES	08/31/2022	20.98	20.98	48299	08/31/2022
	1PVG-VCP1-1K1H	ELECTRIC SHOP TOWELS	08/18/2022	39.76	39.76	48299	08/31/2022
	1TTK-X3FQ-16T3	WWTP HDMI EXTENDER & TRANSDUCER TEST	08/18/2022	62.90	62.90	48299	08/31/2022
Total AMAZON CAPITAL SERVICES:				152.58	152.58		
<b>AMERICAN INDUSTRIAL MEDICAL</b>							
1030	23615	UTILITIES PORTION FOR HEARING TEST	08/29/2022	67.02	67.02	48300	08/31/2022
	23615	UTILITIES PORTION FOR HEARING TEST	08/29/2022	201.06	201.06	48300	08/31/2022
	23615	UTILITIES PORTION FOR HEARING TEST	08/29/2022	167.55	167.55	48300	08/31/2022
Total AMERICAN INDUSTRIAL MEDICAL:				435.63	435.63		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
<b>APPLIED TECHNOLOGIES</b>							
1340	35968	ABNR UPGRADES	08/10/2022	46,518.53	46,518.53	30031	08/10/2022
	35993	ABNR UPGRADES	08/26/2022	38,166.27	38,166.27	30033	08/29/2022
	35996	ABNR UPGRADES- GENERATOR ADDITION	08/26/2022	2,403.00	2,403.00	30033	08/29/2022
Total APPLIED TECHNOLOGIES:				87,087.80	87,087.80		
<b>B &amp; B TRANSFORMER INC</b>							
2011	27673	PALLET CHARGE	08/26/2022	96.00	96.00	48301	08/31/2022
	27673	(4) 25 POLE RM TRANSFORMER	08/26/2022	6,380.00	6,380.00	48301	08/31/2022
	27673	(8) 50 POLE RM TRANSFORMER	08/26/2022	19,160.00	19,160.00	48301	08/31/2022
	27673	(2) 25 PAD RM TRANSFORMER	08/26/2022	5,990.00	5,990.00	48301	08/31/2022
	27673	(1) 50 PAD RM TRANSFORMER	08/26/2022	3,575.00	3,575.00	48301	08/31/2022
Total B & B TRANSFORMER INC:				35,201.00	35,201.00		
<b>BALLWEG IMPLEMENT CO INC.</b>							
2400	P45860	UNIT #47 12" PUMP SUPPLIES	08/18/2022	116.32	116.32	48302	08/31/2022
Total BALLWEG IMPLEMENT CO INC.:				116.32	116.32		
<b>BARTZ, ROB</b>							
2455	103538	Fondy Sew 331 BLY SEWER CLEAR	08/31/2022	375.00	375.00	48303	08/31/2022
Total BARTZ, ROB:				375.00	375.00		
<b>BORDER STATES ELECTRIC SUPPLY</b>							
3300	924696680	STREET LIGHT FUSE HOLDER	08/05/2022	643.00	643.00	48260	08/10/2022
Total BORDER STATES ELECTRIC SUPPLY:				643.00	643.00		
<b>BROOKS SHOES &amp; REPAIR</b>							
3550	42477	COMPOSITE TOE BOOT- DARREN BRUMMOND	08/18/2022	87.50	87.50	48304	08/31/2022
	42477	COMPOSITE TOE BOOT- DARREN BRUMMOND	08/18/2022	87.50	87.50	48304	08/31/2022
	42482	SAFETY BOOTS FOR MATT GESCHKE	08/18/2022	87.50	87.50	48304	08/31/2022
	42482	SAFETY BOOTS FOR MATT GESCHKE	08/18/2022	87.50	87.50	48304	08/31/2022
Total BROOKS SHOES & REPAIR:				350.00	350.00		
<b>CAPITAL NEWSPAPERS</b>							
5450	117790	MTHLY COMMISSION MTG MINUTES-E	08/08/2022	32.69	32.69	48261	08/10/2022
	117790	MTHLY COMMISSION MTG MINUTES-W	08/08/2022	25.98	25.98	48261	08/10/2022
	117790	MTHLY COMMISSION MTG MINUTES-S	08/08/2022	25.15	25.15	48261	08/10/2022
Total CAPITAL NEWSPAPERS:				83.82	83.82		
<b>CAREW CONCRETE &amp; SUPPLY CO</b>							
5600	1245737	3/4 CRUSHER - MAIN ST	08/18/2022	100.02	100.02	48305	08/31/2022
	1245738	WATERTOWN ST - AG 3/4 CRUSHER	08/04/2022	99.88	99.88	48262	08/10/2022
Total CAREW CONCRETE & SUPPLY CO:				199.90	199.90		
<b>CD LLC</b>							
5670	3093	EV CHARGER	08/23/2022	12,184.00	12,184.00	48306	08/31/2022
Total CD LLC:				12,184.00	12,184.00		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
<b>US CELLULAR</b>							
5700	526456771	ACT #851360664	08/25/2022	193.24	193.24	48329	08/31/2022
	526819043	ACT #207749466	08/26/2022	230.65	230.65	48329	08/31/2022
	527005804	ACT #375001031	08/26/2022	185.72	185.72	48329	08/31/2022
	527037421	ACT #929862839	08/26/2022	242.21	242.21	48329	08/31/2022
Total US CELLULAR:				851.82	851.82		
<b>CINTAS FIRE 636525</b>							
5880	0F37572531	ANNL MAINT - FIRE EXTINGUISHERS @ WWTP	08/18/2022	1,212.90	1,212.90	48307	08/31/2022
Total CINTAS FIRE 636525:				1,212.90	1,212.90		
<b>CT LABORATORIES</b>							
6610	171707	NITROGEN, KJET & SUB NO2+NO3	08/18/2022	41.00	41.00	48308	08/31/2022
	171730	3RD QTR SLUDGE TESTING	08/18/2022	360.00	360.00	48308	08/31/2022
Total CT LABORATORIES:				401.00	401.00		
<b>DEPT OF NATURAL RESOURCES</b>							
7080	Cert No.33541-2022	WASTEWATER OPERATOR CERT RENEWAL	08/25/2022	45.00	45.00	48309	08/31/2022
Total DEPT OF NATURAL RESOURCES:				45.00	45.00		
<b>DIGGERS HOTLINE INC.</b>							
7300	220 7 31801	MONTHLY LOCATE TICKET CHRGS	08/05/2022	301.72	301.72	48263	08/10/2022
Total DIGGERS HOTLINE INC.:				301.72	301.72		
<b>MARTENS ACE HARDWARE</b>							
9200	221458	(1) PLASTIC BUCKETS -WWTP	08/04/2022	59.90	59.90	48276	08/10/2022
	221497	TRANSFORMER OIL SAMPLE SHIPPING	08/04/2022	20.64	20.64	48276	08/10/2022
	221529	T-POST	08/04/2022	13.48	13.48	48276	08/10/2022
	221529	T-POST	08/04/2022	13.48	13.48	48276	08/10/2022
	221529	T-POST	08/04/2022	26.98	26.98	48276	08/10/2022
	22160	WATER PLANT SUPPLIES	08/04/2022	86.13	86.13	48276	08/10/2022
	221622	SWIVEL HOSE	08/04/2022	28.49	28.49	48276	08/10/2022
	221622	SWIVEL HOSE	08/04/2022	14.25	14.25	48276	08/10/2022
	221622	SWIVEL HOSE	08/04/2022	14.25	14.25	48276	08/10/2022
	221689	CHAIN SAW SPARK PLUGS	08/04/2022	9.98	9.98	48276	08/10/2022
	221905	NEW LATCH FOR BRANDON LIFT STATION	07/25/2022	15.99	15.99	48276	08/10/2022
	222021	UNIT #6 SUPPLIES	08/04/2022	6.99	6.99	48276	08/10/2022
	222021	UNIT #6 SUPPLIES	08/04/2022	7.00	7.00	48276	08/10/2022
Total MARTENS ACE HARDWARE:				317.56	317.56		
<b>FARMERS ELEVATOR CORP LTD</b>							
9300	164617	GREASE FOR ALL VEHICLES	08/03/2022	188.33	188.33	48264	08/10/2022
	164617	GREASE FOR ALL VEHICLES	08/03/2022	188.33	188.33	48264	08/10/2022
	164617	GREASE FOR ALL VEHICLES	08/03/2022	188.34	188.34	48264	08/10/2022
Total FARMERS ELEVATOR CORP LTD:				565.00	565.00		
<b>FARWEST LINE SPECIALTIES LLC</b>							
9340	364050	SAFETY BOOT - T FLENGER	08/08/2022	400.00	400.00	48265	08/10/2022

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total FARWEST LINE SPECIALTIES LLC:				400.00	400.00		
<b>FERGUSON WATERWORKS #1476</b>							
9480	354871-2	SHIPPING	08/04/2022	13.51	13.51	48266	08/10/2022
	354871-2	LF 3/4" CC X CTS COMP CORP ST	08/04/2022	378.00	378.00	48266	08/10/2022
Total FERGUSON WATERWORKS #1476:				391.51	391.51		
<b>FORSTER ELECTRICAL ENGINEERING</b>							
9885	24166	CAPACITOR RECOMMENDATIONS	08/09/2022	95.00	95.00	48267	08/10/2022
Total FORSTER ELECTRICAL ENGINEERING:				95.00	95.00		
<b>GILSON INC.</b>							
11235	517427	WWTP LAB SUPPLIES	08/04/2022	107.65	107.65	48269	08/10/2022
Total GILSON INC.:				107.65	107.65		
<b>GFL ENVIRONMENTAL</b>							
11300	U90000094151	DUMPSTER - OFFICE BLDG-E	08/05/2022	205.10	205.10	48268	08/10/2022
	U90000094151	DUMPSTER - OFFICE BLDG-W	08/05/2022	153.82	153.82	48268	08/10/2022
	U90000094151	DUMPSTER - OFFICE BLDG-S	08/05/2022	153.82	153.82	48268	08/10/2022
	U90000094525	DUMPSTER - WWTP	08/05/2022	2,514.78	2,514.78	48268	08/10/2022
	U90000098696	DUMPSTER - OFFICE BLDG-E	08/25/2022	199.77	199.77	48310	08/31/2022
	U90000098696	DUMPSTER - OFFICE BLDG-W	08/25/2022	149.83	149.83	48310	08/31/2022
	U90000098696	DUMPSTER - OFFICE BLDG-S	08/25/2022	149.83	149.83	48310	08/31/2022
	U90000099067	DUMPSTER - WWTP	08/25/2022	2,448.47	2,448.47	48310	08/31/2022
Total GFL ENVIRONMENTAL:				5,975.42	5,975.42		
<b>GREMMER &amp; ASSOCIATES INC.</b>							
11600	220317-5	S. MADISON PHASE 2 WATER MAIN INSPECTION	08/04/2022	7,371.97	7,371.97	48270	08/10/2022
	220317-5	S. MADISON PHASE 2-SEWER MAIN INSPECTION	08/04/2022	7,371.96	7,371.96	48270	08/10/2022
Total GREMMER & ASSOCIATES INC.:				14,743.93	14,743.93		
<b>GUELG WASTE REMOVAL</b>							
11690	59840	RENTAL OF 20YD DUMPSTER - ELEC DEPT	08/18/2022	740.00	740.00	48311	08/31/2022
Total GUELG WASTE REMOVAL:				740.00	740.00		
<b>HAWKINS INC</b>							
12200	6266282	WWTP CHLORINE GAS SENSORS	08/18/2022	896.69	896.69	48312	08/31/2022
Total HAWKINS INC:				896.69	896.69		
<b>INFOSEND INC</b>							
14490	215215	POSTAGE DEPOSIT	08/04/2022	781.08	781.08	48271	08/10/2022
	215215	POSTAGE DEPOSIT	08/04/2022	620.86	620.86	48271	08/10/2022
	215215	POSTAGE DEPOSIT	08/04/2022	600.84	600.84	48271	08/10/2022
	216846	BILL PRINT & POSTAGE-E	08/25/2022	989.15	989.15	48313	08/31/2022
	216846	BILL PRINT & POSTAGE-W	08/25/2022	786.25	786.25	48313	08/31/2022
	216846	BILL PRINT & POSTAGE-S	08/25/2022	760.88	760.88	48313	08/31/2022
	218529	BILL PRINT & POSTAGE-E	08/25/2022	173.55	173.55	48313	08/31/2022
	218529	BILL PRINT & POSTAGE-W	08/25/2022	137.95	137.95	48313	08/31/2022
	218529	BILL PRINT & POSTAGE-S	08/25/2022	133.50	133.50	48313	08/31/2022

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Total INFOSEND INC:				4,984.06	4,984.06		
<b>INSIGHT FS</b>							
14520	200007434	EROSION CONTROL BLANKETS	08/04/2022	69.33	69.33	48272	08/10/2022
Total INSIGHT FS:				69.33	69.33		
<b>INTEGRATED COMMUNICATIONS SERV</b>							
14650	220801451101	TELEPHONE ANSWERING SERV-AFT ELECTRIC	08/18/2022	114.13	114.13	48314	08/31/2022
	220801451101	TELEPHONE ANSWERING SERV-AFT WATER	08/18/2022	90.71	90.71	48314	08/31/2022
	220801451101	TELEPHONE ANSWERING SERV-AFT SEWER	08/18/2022	87.80	87.80	48314	08/31/2022
Total INTEGRATED COMMUNICATIONS SERV:				292.64	292.64		
<b>IRBY, STUART C</b>							
14890	S012854499.005	1/0-1/0 INS SE (YELLOW TO YELLOW	08/04/2022	116.00	116.00	48273	08/10/2022
	S012854499.006	18X5/8 MACHINE BOLT	08/09/2022	252.00	252.00	48273	08/10/2022
	S012961088.001	ANCHOR RODS	08/04/2022	957.60	957.60	48273	08/10/2022
	S013114836.001	WEDGE CLAMP	08/04/2022	427.50	427.50	48273	08/10/2022
	S013116340.001	CABLE CLEANER	08/25/2022	335.04	335.04	48315	08/31/2022
	S013161925.001	DEADEND INSULATORS	08/29/2022	587.50	587.50	48315	08/31/2022
	S013161925.001	POLE HARDWARE	08/29/2022	443.50	443.50	48315	08/31/2022
	S013161925.001	H TAP CONN	08/29/2022	261.00	261.00	48315	08/31/2022
Total IRBY, STUART C:				3,380.14	3,380.14		
<b>ITU ABSORB TECH INC.</b>							
14950	7970233	SHOP TOWELS FOR WWTP	08/23/2022	23.75	23.75	48316	08/31/2022
	7970236	SHOP TOWELS MTHLY RENTAL FEE	08/23/2022	12.99	12.99	48316	08/31/2022
	7970236	SHOP TOWELS MTHLY RENTAL FEE	08/23/2022	13.00	13.00	48316	08/31/2022
	7970236	SHOP TOWELS MTHLY RENTAL FEE	08/23/2022	13.00	13.00	48316	08/31/2022
Total ITU ABSORB TECH INC.:				62.74	62.74		
<b>J &amp; H CONTROLS INC</b>							
16000	10000023900	BUILDING MAINT MTHLY CHRГ-WTP	08/23/2022	171.00	171.00	48317	08/31/2022
	1000023901	BUILDING MAINT MTHLY CHRГ	08/23/2022	140.10	140.10	48317	08/31/2022
	1000023901	BUILDING MAINT MTHLY CHRГ	08/23/2022	186.80	186.80	48317	08/31/2022
	1000023901	BUILDING MAINT MTHLY CHRГ	08/23/2022	140.10	140.10	48317	08/31/2022
Total J & H CONTROLS INC:				638.00	638.00		
<b>K BROWN PLUMBING LLC</b>							
17070	2022-409	NEW WATER SERVICE	08/03/2022	708.25	708.25	48274	08/10/2022
Total K BROWN PLUMBING LLC:				708.25	708.25		
<b>KEMIRA WATER SOLUTIONS INC.</b>							
17513	9017760719	FERROUS CHLORIDE	07/26/2022	4,173.26	4,173.26	48275	08/10/2022
	9017763744	FERROUS CHLORIDE	08/23/2022	4,457.04	4,457.04	48318	08/31/2022
Total KEMIRA WATER SOLUTIONS INC.:				8,630.30	8,630.30		
<b>MARTELLE WATER TREATMENT INC.</b>							
20250	23838	CHLORINE & HYDROFLUOSILCIC ACID BULK	08/18/2022	2,435.00	2,435.00	48319	08/31/2022
	23851	CASTIC SODA 50% BULK	08/18/2022	3,354.00	3,354.00	48319	08/31/2022

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total MARTELLE WATER TREATMENT INC.:				5,789.00	5,789.00		
<b>MEUW</b>							
23500	3783	ACTNG & CUSTOMER SERVICE SEMINAR - BENSON-DEB	08/23/2022	105.30	105.30	48320	08/31/2022
	3783	ACTNG & CUSTOMER SERVICE SEMINAR - BENSON-DEB	08/23/2022	83.70	83.70	48320	08/31/2022
	3783	ACTNG & CUSTOMER SERVICE SEMINAR - BENSON-DEB	08/23/2022	81.00	81.00	48320	08/31/2022
Total MEUW:				270.00	270.00		
<b>SECURIAN FINANCIAL GROUP INC</b>							
25200	2832L-1027-Sept 20	EMPLOYER CONTRIBUTION 20%	08/04/2022	13.08	13.08	48283	08/10/2022
	2832L-1027-Sept 20	EMPLOYER CONTRIBUTION 20%	08/04/2022	10.40	10.40	48283	08/10/2022
	2832L-1027-Sept 20	EMPLOYER CONTRIBUTION 20%	08/04/2022	10.07	10.07	48283	08/10/2022
	2832L-1027-Sept 20	BASIC GROUP LIFE INS PREMIUM	08/04/2022	326.60	326.60	48283	08/10/2022
Total SECURIAN FINANCIAL GROUP INC:				360.15	360.15		
<b>MIRON CONSTRUCTION CO INC</b>							
25700	210790-14	PAY APPLICATION 14 - WWTP UPGRADE	08/26/2022	2,622,264.80	2,622,264.80	30034	08/29/2022
	210790-PA 13	PAY APPLICATION 13 - WWTP UPGRADE	08/10/2022	791,459.69	791,459.69	30032	08/10/2022
Total MIRON CONSTRUCTION CO INC:				3,413,724.49	3,413,724.49		
<b>MULCAHY SHAW WATER INC.</b>							
29200	324422	EQUIPMENT CALIBRATION	08/23/2022	725.00	725.00	48321	08/31/2022
Total MULCAHY SHAW WATER INC.:				725.00	725.00		
<b>NAPA AUTO PARTS</b>							
30900	355300	UNIT #4 BATTERY	08/04/2022	319.98	319.98	48277	08/10/2022
	355349	UNIT #145 PREMIUM CAPSULES	08/04/2022	6.33	6.33	48277	08/10/2022
	355349	UNIT #145 PREMIUM CAPSULES	08/04/2022	6.33	6.33	48277	08/10/2022
	355349	UNIT #145 PREMIUM CAPSULES	08/04/2022	6.33	6.33	48277	08/10/2022
	356232	UNIT #47 - WWTP 12" PUMP	08/18/2022	35.99	35.99	48322	08/31/2022
	356360	UNIT #47 - WWTP 12" PUMP	08/18/2022	83.94	83.94	48322	08/31/2022
	356421	TIRE REPAIR NEEDLE - ALL VEHICLES	08/18/2022	2.23	2.23	48322	08/31/2022
	356421	TIRE REPAIR NEEDLE - ALL VEHICLES	08/18/2022	2.23	2.23	48322	08/31/2022
	356421	TIRE REPAIR NEEDLE - ALL VEHICLES	08/18/2022	2.23	2.23	48322	08/31/2022
	356969	GLOVES	08/23/2022	47.98	47.98	48322	08/31/2022
	356969	UNIT 114 SUPPLIES	08/23/2022	206.39	206.39	48322	08/31/2022
Total NAPA AUTO PARTS:				719.96	719.96		
<b>NORTH SHORE ANALYTICAL INC.</b>							
38500	14019	EFFLUENT & INFLUENT	08/04/2022	270.00	270.00	48278	08/10/2022
Total NORTH SHORE ANALYTICAL INC.:				270.00	270.00		
<b>ODP BUSINESS SOLUTIONS LLC</b>							
38877	260544134001	MAIN BUILDING OFFICE SUPPLIES - E	08/23/2022	45.51	45.51	48323	08/31/2022
	260544134001	MAIN BUILDING OFFICE SUPPLIES - W	08/23/2022	36.17	36.17	48323	08/31/2022
	260544134001	MAIN BUILDING OFFICE SUPPLIES - S	08/23/2022	35.02	35.02	48323	08/31/2022
	260545749001	MAIN BUILDING OFFICE SUPPLIES - E	08/23/2022	18.20	18.20	48323	08/31/2022
	260545749001	MAIN BUILDING OFFICE SUPPLIES - W	08/23/2022	14.46	14.46	48323	08/31/2022
	260545749001	MAIN BUILDING OFFICE SUPPLIES - S	08/23/2022	14.01	14.01	48323	08/31/2022



Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total ODP BUSINESS SOLUTIONS LLC:				163.37	163.37		
<b>OLSEN SAFETY EQUIPMENT CORP</b>							
38930	0399432-IN	NITRILE P/F GLOVES	07/25/2022	171.00	171.00	48279	08/10/2022
Total OLSEN SAFETY EQUIPMENT CORP:				171.00	171.00		
<b>OSHKOSH OFFICE SYSTEMS</b>							
39000	AR78089	MTHLY CLICK COUNTS	08/04/2022	35.92	35.92	48280	08/10/2022
	AR78089	MTHLY CLICK COUNTS	08/04/2022	37.12	37.12	48280	08/10/2022
	AR78089	MTHLY CLICK COUNTS	08/04/2022	46.70	46.70	48280	08/10/2022
Total OSHKOSH OFFICE SYSTEMS:				119.74	119.74		
<b>RESCO</b>							
46400	868665-00	SAFETY CLOTHING RETURN	08/04/2022	299.62-	299.62-	48281	08/10/2022
	868944-00	BLACK VINYL TAPE	08/04/2022	350.46	350.46	48281	08/10/2022
Total RESCO:				50.84	50.84		
<b>RUEKERT-MIELKE</b>							
49300	142207	SEWER SCADA SERVICE WORK	07/27/2022	194.00	194.00	48282	08/10/2022
	142208	WWTP SCADA SERVICE	07/27/2022	145.50	145.50	48282	08/10/2022
	142209	ELECTRIC SCADA WORK	07/27/2022	727.50	727.50	48282	08/10/2022
	142211	2021 WATER MODEL UPDATE AND UDF PLAN	07/27/2022	1,012.50	1,012.50	48282	08/10/2022
	142563	ELECTRIC SCADA WORK	08/23/2022	242.50	242.50	48324	08/31/2022
	14264	2021 WATER MODEL UPDATE AND UDF PLAN	08/23/2022	4,773.00	4,773.00	48324	08/31/2022
Total RUEKERT-MIELKE:				7,095.00	7,095.00		
<b>SEERA</b>							
51535	WAUPUN/JULY 202	"WAUPUN" FOCUS PROGRAM FEE	08/04/2022	2,723.17	2,723.17	48284	08/10/2022
Total SEERA:				2,723.17	2,723.17		
<b>STERICYCLE INC</b>							
51860	8002210152	DOCUMENT SHREDDING	08/29/2022	26.24	26.24	48326	08/31/2022
	8002210152	DOCUMENT SHREDDING	08/29/2022	19.69	19.69	48326	08/31/2022
	8002210152	DOCUMENT SHREDDING	08/29/2022	19.69	19.69	48326	08/31/2022
Total STERICYCLE INC:				65.62	65.62		
<b>SPECTRUM BUSINESS</b>							
52500	33381081322	INTERNET SERVICES-S	08/31/2022	72.29	72.29	48343	08/31/2022
	33381081322	INTERNET SERVICES-W	08/31/2022	74.69	74.69	48343	08/31/2022
	33381081322	INTERNET SERVICES-E	08/31/2022	93.97	93.97	48343	08/31/2022
	33381081322	MONTHLY SERVICE EXP 1ST & 2ND-E	08/31/2022	105.41	105.41	48343	08/31/2022
	33381081322	MONTHLY SERVICE EXP 1ST & 2ND-W	08/31/2022	83.78	83.78	48343	08/31/2022
	33381081322	MONTHLY SERVICE EXP 1ST & 2ND-S	08/31/2022	81.08	81.08	48343	08/31/2022
	33381081322	WATER PLANT VOICE #43654	08/31/2022	79.98	79.98	48343	08/31/2022
	33381081322	WASTEWATER VOICE SERV	08/31/2022	79.98	79.98	48343	08/31/2022
Total SPECTRUM BUSINESS:				671.18	671.18		
<b>SPEE-DEE</b>							
52600	638039	SERVICE CHRG FOR WATER SAMPLES	08/09/2022	72.43	72.43	48285	08/10/2022

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	643966	SERVICE CHRG FOR WATER SAMPLES	08/25/2022	46.85	46.85	48325	08/31/2022
Total SPEE-DEE:				119.28	119.28		
<b>TIMECLOCK PLUS</b>							
57000	INV00199971	PAYROLL ANNL SUBSCRIPTN, SUPPORT, MAINT 1YR	08/31/2022	463.32	463.32	48327	08/31/2022
	INV00199971	PAYROLL ANNL SUBSCRIPTN, SUPPORT, MAINT 1YR	08/31/2022	368.28	368.28	48327	08/31/2022
	INV00199971	PAYROLL ANNL SUBSCRIPTN, SUPPORT, MAINT 1YR	08/31/2022	356.40	356.40	48327	08/31/2022
Total TIMECLOCK PLUS:				1,188.00	1,188.00		
<b>TRI-COUNTY MAINTENANCE SUPPLY</b>							
58500	8147	FLOOR SCRUBBER PAD DRIVER, & 17" PADS&SCREENS	07/28/2022	247.00	247.00	48286	08/10/2022
Total TRI-COUNTY MAINTENANCE SUPPLY:				247.00	247.00		
<b>TRUCLEANERS LLC</b>							
58700	August 2022	MONTHLY CLEANING SERVICE - S	08/23/2022	300.00	300.00	48328	08/31/2022
	August 2022	MONTHLY CLEANING SERVICE - W	08/23/2022	310.00	310.00	48328	08/31/2022
	August 2022	MONTHLY CLEANING SERVICE - E	08/23/2022	390.00	390.00	48328	08/31/2022
	July 2022	MONTHLY CLEANING SERVICE	08/04/2022	390.00	390.00	48287	08/10/2022
	July 2022	MONTHLY CLEANING SERVICE	08/04/2022	310.00	310.00	48287	08/10/2022
	July 2022	MONTHLY CLEANING SERVICE	08/04/2022	300.00	300.00	48287	08/10/2022
Total TRUCLEANERS LLC:				2,000.00	2,000.00		
<b>USA BLUE BOOK</b>							
59600	052939	WWTP LAB SUPPLIES	07/25/2022	1,014.43	1,014.43	48288	08/10/2022
	67430	WATER PLANT PH PROBE	08/05/2022	667.03	667.03	48288	08/10/2022
	68850	POLYMER PUMP TUBES	08/08/2022	158.23	158.23	48288	08/10/2022
	74987	LAB SUPPLIES	08/18/2022	286.87	286.87	48330	08/31/2022
	84407	POLYMER PUMP TUBES	08/23/2022	234.62	234.62	48330	08/31/2022
	92310	WWTP FIRE HOSES	08/29/2022	795.41	795.41	48330	08/31/2022
	92556	POLYMER PUMP TUBES	08/29/2022	140.22	140.22	48330	08/31/2022
Total USA BLUE BOOK:				3,016.37	3,016.37		
<b>UTILITY SERVICE CO. INC.</b>							
59800	563536	ANNUAL TOWER TANK #2 MAINT PROGRM	08/08/2022	18,390.72	18,390.72	48289	08/10/2022
Total UTILITY SERVICE CO. INC.:				18,390.72	18,390.72		
<b>VALLEY GASKET INC.</b>							
60525	158852	RUBBER BELTING FOR CLARIFIERS	08/18/2022	271.92	271.92	48333	08/31/2022
Total VALLEY GASKET INC.:				271.92	271.92		
<b>VAN BUREN, JEROME and/or SANDRA</b>							
60800	JULY 22 SOLAR CR	SOLAR CREDIT	08/04/2022	533.08	533.08	48290	08/10/2022
Total VAN BUREN, JEROME and/or SANDRA:				533.08	533.08		
<b>VERIZON WIRELESS</b>							
62900	9914025968	CELLPHONE MTHLY EXPENSES - W	08/25/2022	108.22	108.22	48334	08/31/2022
	9914025968	CELLPHONE MTHLY EXPENSES - S	08/25/2022	104.73	104.73	48334	08/31/2022
	9914025968	CELLPHONE MTHLY EXPENSES - E	08/25/2022	136.15	136.15	48334	08/31/2022
	9914025968	DPW'S MTHLY/DATA TABLET CHRGS	08/25/2022	58.11	58.11	48334	08/31/2022

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total VERIZON WIRELESS:				407.21	407.21		
<b>VIKING ELECTRIC SUPPLY</b>							
63300	S006078599.001	EV CHARGER METER SOCKET & BREAKER	08/18/2022	759.91	759.91	48335	08/31/2022
	S006137827.001	WIRE FOR EV CHARGER	08/26/2022	39.70	39.70	48335	08/31/2022
Total VIKING ELECTRIC SUPPLY:				799.61	799.61		
<b>WAUPUN, CITY OF</b>							
74400	1132	UNIT 18 TIRE PATCH	08/26/2022	30.00	30.00	48341	08/31/2022
	August 2022 PILOT	PILOT-ELECTRIC	08/04/2022	25,177.00	25,177.00	48291	08/10/2022
	August 2022 PILOT	PILOT-WATER	08/04/2022	30,396.00	30,396.00	48291	08/10/2022
	July 2022 Stormwat	STORMWATER RECEIPTS	08/04/2022	48,898.01	48,898.01	48291	08/10/2022
	July 2022 Trash	TRASH/RECYCLING COLLECTION	08/04/2022	38,825.09	38,825.09	48291	08/10/2022
Total WAUPUN, CITY OF:				143,326.10	143,326.10		
<b>WISCONSIN CORRECTIONAL CENTER</b>							
84300	18785	INMATE LABOR 06/19/22-07/02/22	08/18/2022	132.00	132.00	48342	08/31/2022
Total WISCONSIN CORRECTIONAL CENTER:				132.00	132.00		
<b>WI DEPT OF TRANSPORTATION</b>							
85900	395-000272842	S. MADISON PROGRESS INVOICE #4 - WATER	08/04/2022	216,000.63	216,000.63	48292	08/10/2022
	395-000272842	S. MADISON PROGRESS INVOICE #4 - SEWER	08/04/2022	191,574.15	191,574.15	48292	08/10/2022
Total WI DEPT OF TRANSPORTATION:				407,574.78	407,574.78		
<b>WISCONSIN RURAL WATER ASSOC</b>							
88200	2022 Otdr Expo Reg	ANNL OUTDOOR EXPO - STEVE BROOKS	08/04/2022	42.50	42.50	48293	08/10/2022
	2022 Otdr Expo Reg	ANNL OUTDOOR EXPO - STEVE BROOKS	08/04/2022	42.50	42.50	48293	08/10/2022
Total WISCONSIN RURAL WATER ASSOC:				85.00	85.00		
<b>WISCONSIN STATE LAB OF HYGIENE</b>							
88300	719071	FLUORIDE	08/05/2022	26.00	26.00	48294	08/10/2022
Total WISCONSIN STATE LAB OF HYGIENE:				26.00	26.00		
<b>WAUPUN UTILITIES (Refund Acct)</b>							
100000	13017200.20	REF OVERPAYMT FRM: 603 S WATERTOWN ST	08/26/2022	78.59	78.59	48336	08/31/2022
	13020900.21	REF OVERPAYMT FRM: 496 E SPRING ST	08/26/2022	2.75	2.75	48338	08/31/2022
	14021100.33	REF OVERPAYMT FRM: 241 S MADISON ST APT 201	08/26/2022	.57	.57	48340	08/31/2022
	16043420.22	REF OVERPAYMT FRM: 416 W JEFFERSON	08/26/2022	77.86	77.86	48337	08/31/2022
	20086100.22	REF OVERPAYMT FRM: 29 S WATERTOWN ST	08/26/2022	3.01	3.01	48339	08/31/2022
Total WAUPUN UTILITIES (Refund Acct):				162.78	162.78		
<b>UW PLATTEVILLE CASHIER OFFICE</b>							
100102	2022 SCHOLARSHI	DANE STELSEL ID#603356 777 137 238	08/30/2022	1,000.00	1,000.00	48331	08/31/2022
Total UW PLATTEVILLE CASHIER OFFICE:				1,000.00	1,000.00		
<b>UW WHITEWATER</b>							
100106	2022 Scholarship	GABRIELA MATAMOROS ID# 2047368	08/30/2022	1,000.00	1,000.00	48332	08/31/2022

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
		Total UW WHITEWATER:		1,000.00	1,000.00		
		Grand Totals:		4,206,133.97	4,206,133.97		

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
<b>CASH DISBURSEMENTS (CD)</b>						
<b>1</b>						
08/10/2022	1	Record ACH Credit Card Paymt	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	937.63	
		Record ACH Credit Card Paymt	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	186.50	
		Record ACH Credit Card Paymt	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	230.71	
		Record ACH Credit Card Paymt	9-1131-0000-00	COMBINED CASH	.00	1,354.84-
Total 1:					<u>1,354.84</u>	<u>1,354.84-</u>
<b>CASH DISBURSEMENTS (CD)</b>						
<b>2</b>						
08/02/2022	2	WF Xfer to LGIP Swr Surplus - 2022 DSR f	3-1128-1290-00	SURPLUS FUND - LGIP	230,000.00	
		WF Xfer to LGIP Swr Surplus - 2022 DSR f	9-1131-0000-00	COMBINED CASH	.00	230,000.00-
Total 2:					<u>230,000.00</u>	<u>230,000.00-</u>
<b>CASH DISBURSEMENTS (CD)</b>						
<b>3</b>						
08/30/2022	3	Record July's Wholesale Power Bill ACH P	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	1,054,056.06	
		Record July's Wholesale Power Bill ACH P	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	1,391.76	
		Record July's Wholesale Power Bill ACH P	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	1,213.48	
		Record July's Wholesale Power Bill ACH P	9-1131-0000-00	COMBINED CASH	.00	1,056,661.30-
Total 3:					<u>1,056,661.30</u>	<u>1,056,661.30-</u>
<b>CASH DISBURSEMENTS (CD)</b>						
<b>4</b>						
08/05/2022	4	Record Monthly ACH Vehicle Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	1,640.32	
		Record Monthly ACH Vehicle Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	991.87	
		Record Monthly ACH Vehicle Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	1,596.41	
		Record Monthly ACH Vehicle Payment	9-1131-0000-00	COMBINED CASH	.00	4,228.60-
Total 4:					<u>4,228.60</u>	<u>4,228.60-</u>
<b>CASH DISBURSEMENTS (CD)</b>						
<b>5</b>						
08/07/2022	5	Record Monthly ONLINE Inv Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	3.55	
		Record Monthly ONLINE Inv Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	2.82	
		Record Monthly ONLINE Inv Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	2.73	
		Record Monthly ONLINE Inv Payment	9-1131-0000-00	COMBINED CASH	.00	9.10-
Total 5:					<u>9.10</u>	<u>9.10-</u>
<b>CASH DISBURSEMENTS (CD)</b>						
<b>6</b>						
08/05/2022	6	Record July Sales & Use Tax	1-2241-2416-00	TAX COLL PAY - SALES TAX	38,379.91	
		Record July Sales & Use Tax	9-1131-0000-00	COMBINED CASH	.00	38,379.91-
Total 6:					<u>38,379.91</u>	<u>38,379.91-</u>
<b>CASH DISBURSEMENTS (CD)</b>						
<b>7</b>						
08/03/2022	7	Record PSN Fees	1-5921-1010-20	OFC SUP & EXP CREDIT CARD TRAN	2,431.94	
		Record PSN Fees	2-5921-1010-20	OFC SUP & EXP CREDIT CARD TRAN	673.46	
		Record PSN Fees	3-5851-1010-20	OFC SUP & EXP-CREDIT CARD TRAN	636.04	
		Record PSN Fees	9-1131-0000-00	COMBINED CASH	.00	3,741.44-

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
Total CASH DISBURSEMENTS (CD):					1,334,375.19	1,334,375.19-
References: 7 Transactions: 24						
Total 7:					3,741.44	3,741.44-
Account Number		Account Title		Debit Amount	Credit Amount	
31128129000		SURPLUS FUND - LGIP		230,000.00		
12232000000		ACCOUNTS PAYABLE - ELECTRIC		1,056,637.56		
22232000000		ACCOUNTS PAYABLE - WATER		2,572.95		
32232000000		ACCOUNTS PAYABLE - WASTEWATER		3,043.33		
12241241600		TAX COLL PAY - SALES TAX		38,379.91		
15921101020		OFC SUP & EXP CREDIT CARD TRAN		2,431.94		
25921101020		OFC SUP & EXP CREDIT CARD TRAN		673.46		
35851101020		OFC SUP & EXP-CREDIT CARD TRAN		636.04		
91131000000		COMBINED CASH		.00	1,334,375.19-	
Grand Totals:				1,334,375.19	1,334,375.19-	
Grand Totals:					1,334,375.19	1,334,375.19-



TO: Waupun Utilities Commissioners  
FROM: Jeff Stanek, CPA, Finance Director  
DATE: September 12, 2022  
SUBJECT: July 2022 Financial Report

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## CONSTRUCTION AND PLANT ADDITIONS

The electric utility construction activity consisted of rebuilding overhead line on Madison, Libby and Frontier streets in addition to continued work installing new infrastructure for the Maple Tree Townhome addition. The sewer and water utilities incurred \$235,994 in project costs for S. Madison Street reconstruction. Construction at the WWTF continues with monthly Disbursement Requests processed through the USDA.

New over-flow piping was installed at the water treatment facility for \$5,720.

## MONTHLY OPERATING RESULTS – July 2022 Monthly and Year-To-Date (YTD)

### Sales

#### Electric

- Monthly kWh sales were **0.3% above** budget & **2.0% higher** than July 2021 on slightly higher sales to Small Power and Large Industrial Power customers.
- YTD kWh sales were **3.0% above** budget & **2.4% higher** than July 2021 YTD actual sales.

#### Water

- Monthly sales units of 100 cubic feet were **0.2% above** budget & **6.0% higher** than July 2021 with increased sales to Industrial customers.
- YTD water sales were **4.2% above** budget & **3.6% higher** than July 2021 YTD actual sales due to an Industrial customer experiencing a leak in their production process during the 1<sup>st</sup> quarter of the current year.

#### Sewer

- Monthly sales units of 100 cubic feet were **2.1% below** budget & **0.1% lower** than July 2021 sales due to lower Residential and Public Authority volume. Sales to the Department of Corrections facilities continue to remain affected by the onset of COVID beginning in the spring of 2020 and have not returned to historical averages.
- YTD sewer sales were **7.7% below** budget & **7.6% lower** than July 2021 YTD actual sales.

### Income Statement

#### Electric

- Operating revenues and purchased power expense were **above** budget \$792,900 and \$731,300, respectively, due to overall higher purchased power costs from higher market energy prices passed through WPPI. This trend is expected through the summer months due to higher energy market volatility.
- Gross margin was \$61,600 **above** budget.

- Operating expenses were \$39,000 *below* budget primarily due to lower distribution maintenance costs than budgeted and the crews working on capital projects.
- Operating income was \$287,100 or \$165,600 *above* budget from lower operating costs and the annual billings for joint pole attachments to communication companies, which occur in January of every year and totaled \$76,500.
- Net income was \$276,100 or \$178,700 *above* budget primarily from increased sales and timing of the joint pole attachment billings to communications companies.

#### Water

- Operating revenues were \$22,300 *above* budget due to overall higher consumption for one Industrial customer who had a water leak in their production line process during the 1<sup>st</sup> quarter of 2022.
- Operating expenses were \$115,600 *below* budget on lower treatment and distribution expenses including the deferral of planned maintenance on Well #1 budgeted for \$60,000.
- Operating income was \$476,400 or \$142,800 *above* budget from lower than budgeted operating expenses.
- Net income was \$395,700 or \$161,200 *above* budget.

#### Sewer

- Operating revenues were \$39,300 *above* budget despite continued lower consumption from the Department of Corrections facilities. Trucked in waste revenues increased from the prior months, which led to the increase.
- Operating expenses were \$45,700 *below* budget due to lower laboratory and maintenance-related costs at the WWTF.
- Operating income was \$122,600 or \$90,500 *above* budget.
- Net (loss) was (\$75,200) or \$60,500 *above* budget largely due to controlling maintenance costs at the WWTF and increases in high-strength and trucked-in waste charges.

### **Balance Sheets**

#### Electric

- Balance sheet *increased* \$228,900 from June 2022.
- Accounts receivable increased \$204,300 due to higher market energy costs passed through the monthly PCAC charge offset by an increase of \$171,900 in Accounts Payable from the monthly purchased power billing.
- Net position *increased* \$51,100 from June 2022.

#### Water

- Balance sheet *increased* \$62,300 from June 2022.
- Total unrestricted cash *increased* \$53,600 due to increased collections of receivables from the previous month and a reduction in operating costs, which resulted in fewer cash outlays.
- Net position *increased* by \$51,600.

#### Sewer

- Balance sheet *increased* \$41,700 from June 2022 due to month-to-month fluctuations in payables associated with construction work in progress at the WWTF offset by Disbursement Reimbursements from the USDA (classified as debt).
- Unrestricted cash *decreased* \$249,600 due to payments associated with the S. Madison street reconstruction project and required monthly transfers for debt service.
- Net position *increased* \$27,900.



## Cash and Investments

The monthly metrics dashboard for cash and investments provide a monthly comparison of cash and investment balances and graphs that present long-term investments by maturity, type, and rating. The Utility's investments are typically fixed-income and held-to-maturity unless they are called before maturity. Held to maturity investments recognize monthly mark to market adjustments that ultimately are not realized when the investment matures.

- Total cash and investments *increased* \$13,500 or **0.2%** from June 2022 due to payments associated with the S. Madison street reconstruction project and required monthly debt service transfers.
- Received interest and distributions of \$900 and recorded an unrealized *negative* market adjustment of (\$300), along with \$600 in management fees, resulting in a net portfolio *loss* of (\$15) for the month.
- Total interest and investment income earned (lost) on all accounts for the month was \$3,200 and (\$47,600) year-to-date.

## OTHER FINANCIAL MATTERS

### WWTP Upgrade – Construction Update and Progress

Listed below is a summary of the costs incurred and paid for with USDA loan proceeds requested to date:

<b>Total Project Budget (As of 4/14/2021):</b>	<b>\$ 36,008,000</b>
<b>Total Authorized Funding (As of 5/31/2022):</b>	<b>\$ 37,508,000</b>
<b>Total Project Costs to Date (Thru 9/6/2022):</b>	<b>\$ 29,634,616</b>
<b>Loan Draws – Project to Date: (Thru 9/6/2022):</b>	<b>\$ 27,807,000</b>
<b>Grants Provided (Thru 9/6/2022):</b>	<b>\$ 1,619,000</b>
<b>Disburse Request #17 – Requested (8/10/2022):</b>	<b>\$ 2,662,834</b>
<b>Disburse Request #17 – Paid (8/29/2022):</b>	<b>\$ 2,663,066</b>

### Investment Custodian Account Change

The Utility's investment advisor, Ehler's, notified management of a change in their custodial account provider from TD Ameritrade to Pershing, a Bank of New York, Mellon provider. Ehler's communicated the change provided more advisory and reporting options to both Ehler's and its clients. The transition occurred in July 2022.

This concludes my report. Please do not hesitate to contact me at 324-7920 or [jstaneke@waupunutilities.org](mailto:jstaneke@waupunutilities.org) with any questions or comments.

**Waupun Utilities**  
 Construction and Plant Additions Summary  
 July 2022

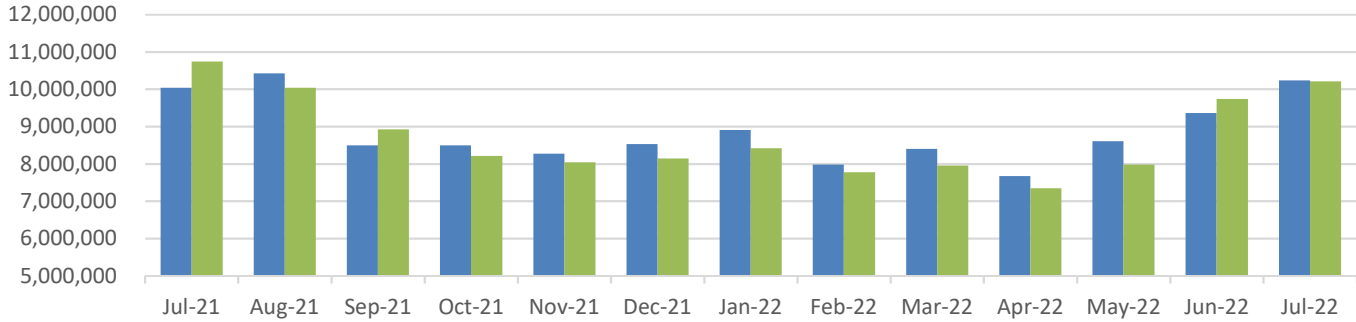
<b>CONSTRUCTION:</b>	Electric			Sewer			Water			Total	
Description	Month	Project To Date	Budget	Month	Project To Date	Budget	Month	Project To Date	Budget	Project To Date	Budget
<b>Projects:</b>											
Substation upgrades	\$ -	\$ -	\$ 111,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 111,000
Poles, towers and fixtures	-	3,527	10,000	-	-	-	-	-	-	3,526.94	10,000.00
Overhead and underground conductor and devices	563	9,599	15,000	-	-	-	-	-	-	9,599	15,000
Transformers	-	7,860	150,000	-	-	-	-	-	-	7,860	150,000
Overhead and Underground Services	4,959	12,252	10,000	-	-	-	-	-	-	12,252	10,000
LED street lighting	551	5,034	50,000	-	-	-	-	-	-	5,034	50,000
Voltage conversion	-	-	10,000	-	-	-	-	-	-	-	10,000
Rebuild overhead line	10,991	61,340	115,700	-	-	-	-	-	-	61,340	115,700
CIAC - Work Invoiced to Customer / Others	6,417	18,889	-	-	-	-	-	-	-	18,889	-
City of Waupun - Shared Services	33	2,188	-	-	576	-	-	576	-	3,339	-
Sewer CIPP & manhole lining	-	-	-	-	-	60,000	-	-	-	-	60,000
Meters	-	2,903	6,000	-	-	-	178	15,262	8,000	18,165	14,000
Miscellaneous Work Orders	-	-	-	-	-	-	3,431	3,838	-	3,838	-
<b>TOTAL CONSTRUCTION</b>	<b>\$ 23,513</b>	<b>\$ 123,593</b>	<b>\$ 477,700</b>	<b>\$ -</b>	<b>\$ 576</b>	<b>\$ 60,000</b>	<b>\$ 3,610</b>	<b>\$ 19,675</b>	<b>\$ 8,000</b>	<b>\$ 143,843</b>	<b>\$ 545,700</b>
<b>CARRYOVER PROJECTS:</b>											
ATC - Increase clearance work	\$ 142	\$ 151,603	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 151,603	\$ -
Overhead rebuild - Frontier Street	10,495	39,979	-	-	-	-	-	-	-	39,979	-
MapleTree Townhomes - Move poles & new services	-	10,385	-	-	-	-	-	-	-	10,385	-
WWTF Phosphorus Upgrade Engineering	-	-	-	-	3,149,410	3,804,000	-	-	-	3,149,410	3,804,000
WWTF Construction Upgrade - ABNR	-	-	-	324	22,908,562	32,204,000	-	-	-	22,908,562	32,204,000
S. Madison street reconstruction - phase 2	-	-	-	227,669	250,546	574,541	8,325	28,206	784,242	278,751	1,358,783
<b>TOTAL CARRYOVER CONSTRUCTION</b>	<b>\$ 10,638</b>	<b>\$ 201,968</b>	<b>\$ -</b>	<b>\$ 227,993</b>	<b>\$ 26,308,518</b>	<b>\$ 36,582,541</b>	<b>\$ 8,325</b>	<b>\$ 28,206</b>	<b>\$ 784,242</b>	<b>\$ 26,538,691</b>	<b>\$ 37,366,783</b>
<b>PLANT ADDITIONS:</b>											
Description	Current Month	YTD	Budget	Current Month	YTD	Budget	Current Month	YTD	Budget	YTD	Budget
Accounting software upgrade	\$ -	\$ 5,208	\$ 5,000	\$ -	\$ 5,206	\$ 5,000	\$ -	\$ 5,206	\$ 5,000	\$ 15,620	\$ 15,000
Meter programmer, safety equipment & misc tools	-	1,146	20,200	-	-	1,200	-	2,673	1,200	3,819	22,600
Compact tractor w/ attachments	-	-	10,000	-	-	10,000	-	-	10,000	-	30,000
Firewall replacement	-	-	3,000	-	-	3,000	-	-	3,000	-	9,000
SCADA upgrades	-	-	-	-	20,794	14,500	-	11,059	8,700	31,854	23,200
CPU hardware / software upgrades	-	-	-	-	-	1,500	-	-	1,500	-	3,000
Test breakers in substation	-	-	8,000	-	-	-	-	-	-	-	8,000
Brandon lift station piping replacment	-	-	-	-	-	5,500	-	-	-	-	5,500
Digester building equipment replacement	-	-	-	-	-	45,000	-	-	-	-	45,000
Blower building equipment replacement	-	-	-	-	21,901	22,400	-	-	-	21,901	22,400
Filter building equipment replacement	-	-	-	-	7,855	17,200	-	-	-	7,855	17,200
Grit/screen building equipment replacement	-	-	-	-	7,339	9,500	-	-	-	7,339	9,500
Other equipment replacement	-	-	-	-	13,930	18,800	-	695	-	14,625	18,800
Reservoir over-flow piping	-	-	-	-	-	-	5,720	5,720	6,500	5,720	6,500
Chlorine regulators & switchovers	-	-	-	-	-	-	-	10,620	11,600	10,620	11,600
<b>TOTAL PLANT ADDITIONS</b>	<b>\$ -</b>	<b>\$ 6,354</b>	<b>\$ 46,200</b>	<b>\$ -</b>	<b>\$ 77,026</b>	<b>\$ 153,600</b>	<b>\$ 5,720</b>	<b>\$ 35,974</b>	<b>\$ 47,500</b>	<b>\$ 119,353</b>	<b>\$ 247,300</b>

## Sales and Revenues Dashboard - July 2022

	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
KWh	10,232,042	➔ 0.2%	⬆️ 3.0%	Power Costs	\$ 1,052,262	⬆️ 28.3%	⬆️ 16.9%
Revenues	\$ 1,236,535	⬆️ 25.6%	⬆️ 14.4%	Gross Margin	\$ 184,273	⬆️ 11.8%	⬆️ 5.2%

### kWhs Sold

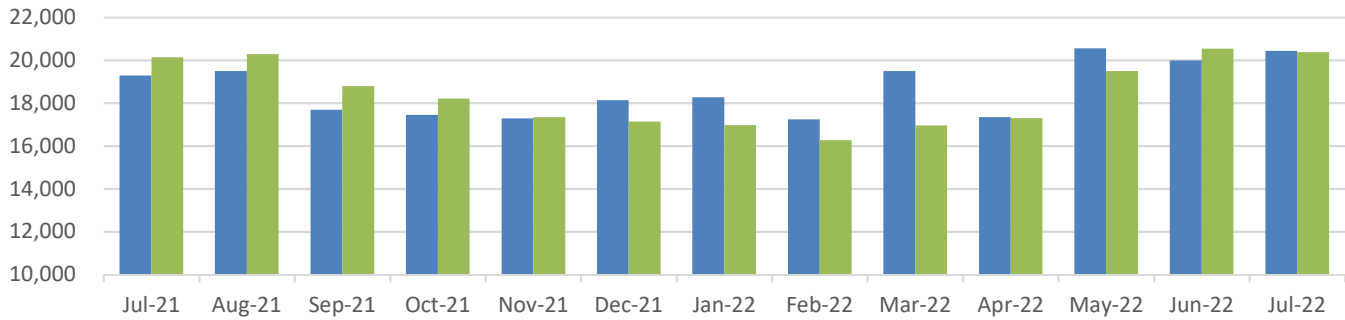
■ Actual ■ Budgeted



	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	20,432	➔ 0.2%	⬆️ 4.2%	Revenues	\$ 154,791	⬆️ -0.3%	⬆️ 2.0%

### Water Cubic Feet (100's) Sold

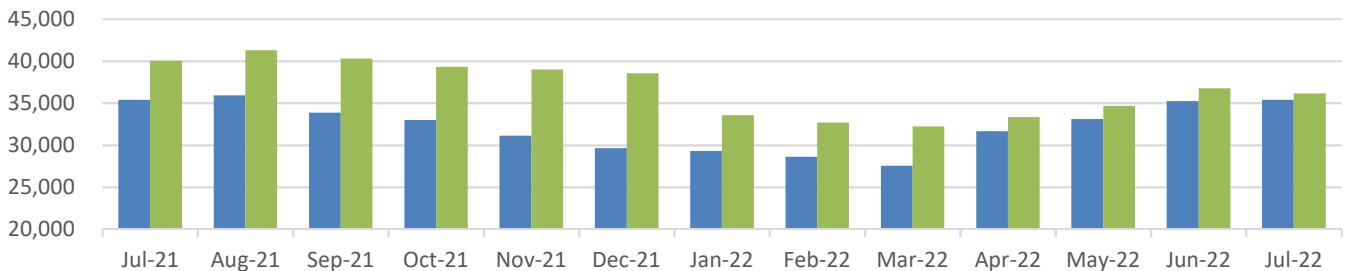
■ Actual ■ Budgeted



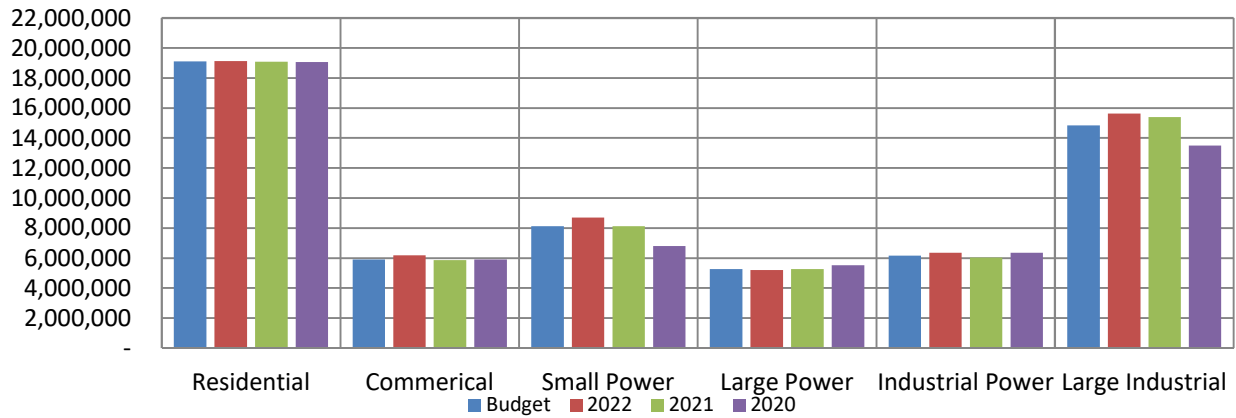
	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	35,394	⬆️ -2.1%	⬆️ -7.7%	Revenues	\$ 186,018	⬆️ -0.6%	⬆️ 0.3%

### Sewer Cubic Feet (100's) Treated

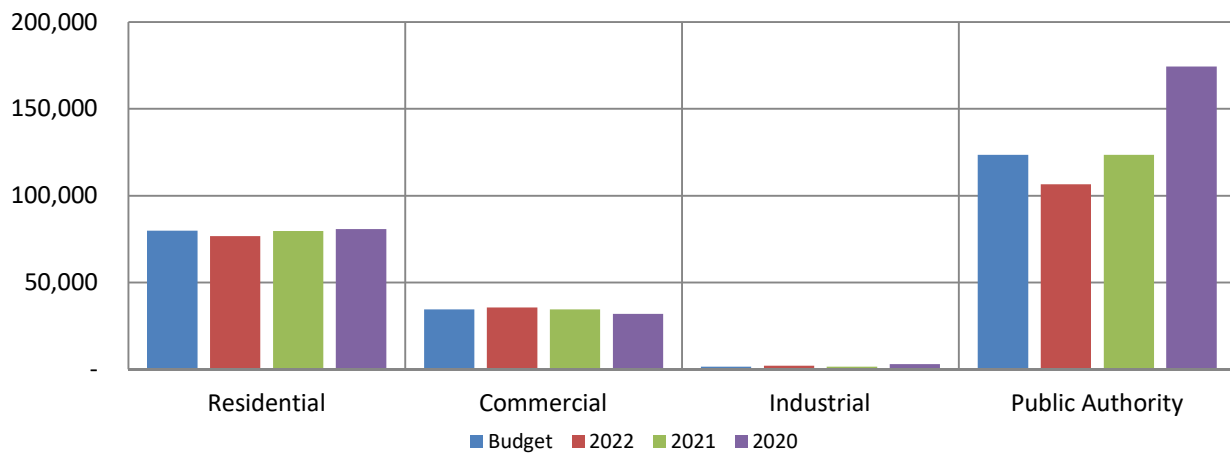
■ Actual ■ Budgeted



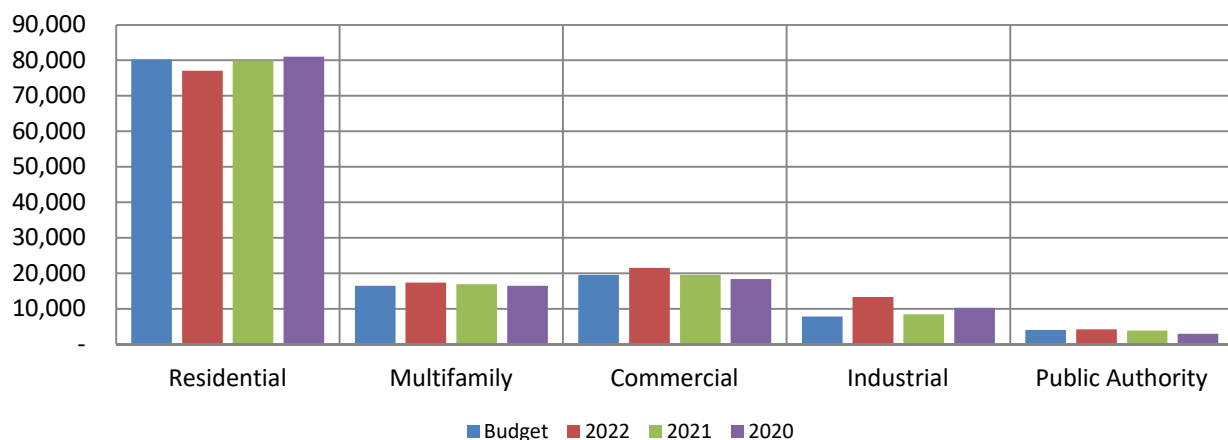
### YTD Electric Sales (kWh)



### YTD Sewer Sales (Ccf)



### YTD Water Sales (Ccf)



**WAUPUN UTILITIES**  
**Income Statement and Financial Ratios**  
**Electric Utility**  
**For the 12 Months Ending:**

<b>ELECTRIC</b>	July 2020	July 2021	July 2022
Sales of Electricity	\$ 9,536,296	\$ 9,586,167	\$ 10,833,519
Purchased Power	7,457,890	7,511,568	8,743,705
<b>Gross Margin</b>	<b>2,078,406</b>	<b>2,074,599</b>	<b>2,089,815</b>
	<b>21.8%</b>	<b>21.6%</b>	<b>19.3%</b>
<b>Other Operating Revenues</b>	94,139	172,157	116,310
<b>Operating Expenses</b>			
Distribution expense	362,260	268,011	292,819
Customer accounts expense	133,587	118,556	110,629
Advertising expense	(4,301)	2,836	766
Administrative & general expense	443,000	382,845	359,749
<b>Total operating expenses</b>	<b>934,546</b>	<b>772,248</b>	<b>763,964</b>
<b>Other Operating Expenses</b>			
Depreciation expense	598,440	641,353	595,378
Taxes	351,036	331,111	320,118
<b>Total other operating expenses</b>	<b>949,476</b>	<b>972,464</b>	<b>915,496</b>
<b>Operating Income</b>	<b>288,523</b>	<b>502,044</b>	<b>526,665</b>
<b>Other Income (Expense)</b>			
Capital contributions	22,649	51,656	127,093
Interest expense	(33,871)	(35,901)	(25,035)
Amortization of debt-related costs	(32,874)	(7,289)	(6,641)
Other	65,580	152,528	(5,096)
<b>Total other income (expense)</b>	<b>21,484</b>	<b>160,994</b>	<b>90,320</b>
<b>Net Income</b>	<b>\$ 310,006</b>	<b>\$ 663,038</b>	<b>\$ 616,985</b>

<b>Regulatory Operating Income</b>	453,318	565,528	550,928
<b>Rate of Return</b>	5.32	6.63	6.58
<b>Authorized Rate of Return</b>	5.00	5.00	5.00
<b>Current Ratio</b>	3.5	4.0	4.1
<b>Months of Unrestricted Cash on Hand</b>	2.7	3.6	3.8
<b>Equity vs Debt</b>	0.89	0.91	0.93
<b>Asset Utilization</b>	0.51	0.53	0.55
<b>Combined E&amp;W Debt Coverage</b>	3.92	4.39	4.29
<b>Minimum Required Coverage</b>	1.25	1.25	1.25

**Note 1** - Electric rates increased September 2016.

**Definitions**

**Rate of Return** - Return on investment in capital infrastructure. Should be near authorized rate of return.

**Current Ratio** - measure of liquidity or ability to pay obligations. Should be > 1.

**Months of Unrestricted Cash on Hand** - measure of reserves. Should be at least 2-3 months.

**Equity vs Debt** - Percent of infrastructure financed by operations. 50% is a good benchmark.

**Asset Utilization** - Illustrates the relative age of the system. Ratio of 1 indicates a system at full life expectancy.

**Debt Coverage** - Earnings coverage of annual debt service. Must exceed 1.25

**WAUPUN UTILITIES**  
**Detailed Income Statement and YTD Budget Comparison**  
**Electric Utility**  
**For the Period Ended July, 31 2022**

	Last 12 Months	YTD 2022	YTD Budget	Difference
<b>ELECTRIC</b>				
Operating Revenues	\$ 10,833,519	\$ 6,302,830	\$ 5,509,936	\$ 792,894
Purchased Power	8,743,705	5,065,359	4,334,057	731,302
<b>Gross Margin</b>	<b>2,089,815</b>	<b>1,237,472</b>	<b>1,175,879</b>	<b>61,593</b>
	19.3%	19.6%	21.3%	
<b>Other Operating Revenues</b>	116,310	130,876	61,215	69,661
<b>Operating Expenses</b>				
Distribution expense	292,819	208,333	237,486	(29,153)
Customer accounts expense	110,629	69,039	71,736	(2,697)
Advertising expense	766	380	931	(552)
Administrative & general expense	359,749	236,701	243,279	(6,578)
<b>Total operating expenses</b>	<b>763,964</b>	<b>514,451</b>	<b>553,432</b>	<b>(38,981)</b>
<b>Other Operating Expenses</b>				
Depreciation expense	595,378	363,977	363,979	(2)
Taxes	320,118	202,798	198,142	4,656
<b>Total other operating expenses</b>	<b>915,496</b>	<b>566,775</b>	<b>562,121</b>	<b>4,654</b>
<b>Operating Income</b>	<b>526,665</b>	<b>287,121</b>	<b>121,541</b>	<b>165,580</b>
<b>Other Income (Expense)</b>				
Capital contributions	127,093	11,563	-	11,563
Interest expense	(25,035)	(14,066)	(14,350)	284
Amortization of debt-related costs	(6,641)	(3,850)	(11,858)	8,008
Other	(5,096)	(4,695)	2,044	(6,739)
<b>Total other income (expense)</b>	<b>90,320</b>	<b>(11,048)</b>	<b>(24,164)</b>	<b>13,116</b>
<b>Net Income</b>	<b>\$ 616,985</b>	<b>\$ 276,073</b>	<b>\$ 97,377</b>	<b>\$ 178,696</b>

	July 2022	June 2022	May 2022	April 2022	March 2022	Feb 2022	Jan 2022	Dec 2021	Nov 2021	Oct 2021	Sept 2021	Aug 2021	July 2021
Operating Revenues	\$ 1,236,535	\$ 1,074,961	\$ 916,617	\$ 717,382	\$ 753,435	\$ 751,815	\$ 852,086	\$ 881,419	\$ 818,941	\$ 806,932	\$ 912,962	\$ 1,110,435	\$ 1,106,125
Purchased Power	1,052,262	887,358	739,992	550,888	584,861	577,652	672,345	703,218	659,666	645,859	748,222	921,380	922,961
<b>Gross Margin</b>	<b>184,273</b>	<b>187,603</b>	<b>176,624</b>	<b>166,494</b>	<b>168,574</b>	<b>174,163</b>	<b>179,741</b>	<b>178,200</b>	<b>159,276</b>	<b>161,072</b>	<b>164,740</b>	<b>189,054</b>	<b>183,165</b>
	14.9%	17.5%	19.3%	23.2%	22.4%	23.2%	21.1%	20.2%	19.4%	20.0%	18.0%	17.0%	16.6%
<b>Other Operating Revenues</b>	9,782	9,110	8,492	8,526	8,415	8,840	77,711	(54,788)	9,485	9,446	10,035	11,257	8,766
<b>Operating Expenses</b>													
Distribution expense	22,945	22,703	25,532	29,585	41,722	42,066	23,779	(5,663)	23,598	28,782	16,402	21,367	21,068
Customer accounts expense	9,564	9,963	10,392	12,610	8,387	9,979	8,143	6,278	8,019	10,767	7,757	8,770	8,738
Advertising expense	(2,769)	(628)	54	115	2,357	1,250	-	(3,360)	36	1,217	942	1,552	500
Administrative & general expense	36,278	23,336	30,156	36,618	37,223	35,870	37,219	7,443	28,448	38,290	27,008	21,859	31,463
<b>Total operating expenses</b>	<b>66,018</b>	<b>55,374</b>	<b>66,135</b>	<b>78,929</b>	<b>89,690</b>	<b>89,165</b>	<b>69,140</b>	<b>4,698</b>	<b>60,101</b>	<b>79,056</b>	<b>52,108</b>	<b>53,548</b>	<b>61,769</b>
<b>Other Operating Expenses</b>													
Depreciation expense	51,997	51,997	51,997	51,997	51,997	51,997	51,997	10,849	55,138	55,138	55,138	55,138	55,138
Taxes	27,767	27,944	52,873	8,780	28,460	28,451	28,522	(10,559)	27,748	40,242	32,716	27,173	27,373
<b>Total other operating expenses</b>	<b>79,764</b>	<b>79,941</b>	<b>104,870</b>	<b>60,777</b>	<b>80,457</b>	<b>80,448</b>	<b>80,519</b>	<b>290</b>	<b>82,886</b>	<b>95,380</b>	<b>87,854</b>	<b>82,311</b>	<b>82,511</b>
<b>Operating Income</b>	<b>48,273</b>	<b>61,398</b>	<b>14,111</b>	<b>35,315</b>	<b>6,843</b>	<b>13,389</b>	<b>107,792</b>	<b>118,425</b>	<b>25,773</b>	<b>(3,918)</b>	<b>34,813</b>	<b>64,452</b>	<b>47,651</b>
<b>Other Income (Expense)</b>													
Capital contributions	-	-	1,749	-	10,385	(571)	-	100,525	14,412	593	-	-	9,667
Interest expense	(1,908)	(1,908)	(1,908)	(1,908)	(1,908)	(2,261)	(2,263)	(1,644)	(2,331)	(2,331)	(2,331)	(2,331)	(2,331)
Amortization of debt-related costs	(550)	(550)	(550)	(550)	(550)	(550)	(550)	(558)	(558)	(558)	(558)	(558)	(558)
Other	5,254	(1,261)	3,476	(1,451)	(5,191)	(2,607)	(2,915)	(46)	1,122	(189)	(897)	(390)	(20)
<b>Total other income (expense)</b>	<b>2,796</b>	<b>(3,719)</b>	<b>2,766</b>	<b>(3,910)</b>	<b>2,736</b>	<b>(5,990)</b>	<b>(5,728)</b>	<b>98,276</b>	<b>12,644</b>	<b>(2,486)</b>	<b>(3,787)</b>	<b>(3,279)</b>	<b>6,757</b>
<b>Net Income</b>	<b>\$ 51,068</b>	<b>\$ 57,679</b>	<b>\$ 16,878</b>	<b>\$ 31,405</b>	<b>\$ 9,579</b>	<b>\$ 7,399</b>	<b>\$ 102,064</b>	<b>\$ 216,701</b>	<b>\$ 38,418</b>	<b>\$ (6,404)</b>	<b>\$ 31,025</b>	<b>\$ 61,173</b>	<b>\$ 54,408</b>

**WAUPUN UTILITIES**  
**Income Statement and Financial Ratios**  
**Water Utility**  
**For the 12 Months Ending:**

<b>WATER</b>	July 2020	July 2021	July 2022
Operating Revenues	\$ 2,606,374	\$ 2,611,444	\$ 2,621,468
<b>Operating Expenses</b>			
Source of supply expenses	44,853	724	8,553
Pumping expenses	83,676	78,722	87,648
Water treatment expenses	171,227	163,292	164,718
Transmission & distribution expenses	243,661	244,651	255,972
Customer accounts expenses	117,349	101,428	106,165
Administrative & general expense	296,084	271,008	264,866
<b>Total operating expenses</b>	<b>956,851</b>	<b>859,824</b>	<b>887,923</b>
<b>Other Operating Expenses</b>			
Depreciation expense	563,626	583,173	564,153
Taxes	377,845	375,956	364,734
<b>Total other operating expenses</b>	<b>941,470</b>	<b>959,129</b>	<b>928,887</b>
<b>Operating Income</b>	<b>708,053</b>	<b>792,491</b>	<b>804,658</b>
<b>Other Income (Expense)</b>			
Capital contributions from customers and municipal	-	180,432	80,000
Interest expense	(142,899)	(145,587)	(108,407)
Amortization of debt-related costs	(113,667)	(18,854)	(16,717)
Other	14,900	166	(9,149)
<b>Total other income (expense)</b>	<b>(241,667)</b>	<b>16,157</b>	<b>(54,273)</b>
<b>Net Income</b>	<b>\$ 466,386</b>	<b>\$ 808,648</b>	<b>\$ 750,385</b>

<b>Regulatory Operating Income</b>	768,364	828,180	806,958
<b>Rate of Return</b>	5.68	6.05	5.75
<b>Authorized Rate of Return</b>	6.50	6.50	6.50
<b>Current Ratio</b>	22.65	34.82	33.46
<b>Months of Unrestricted Cash on Hand</b>	11.51	18.77	21.88
<b>Equity vs Debt</b>	0.72	0.74	0.77
<b>Asset Utilization</b>	0.37	0.37	0.39

**Note 1** - Water rates increased May 2012.

**Definitions**

**Rate of Return** - Return on investment in capital infrastructure. Should be near authorized rate of return.

**Current Ratio** - measure of liquidity or ability to pay obligations. Should be > 1.

**Months of Unrestricted Cash on Hand** - measure of reserves. Should be at least 2-3 months.

**Equity vs Debt** - Percent of infrastructure financed by operations. 50% is a good benchmark.

**Asset Utilization** - Illustrates the relative age of the system. Ratio of 1 indicates a system at full life expectancy.

**WAUPUN UTILITIES**  
**Detailed Income Statement and YTD Budget Comparison**  
**Water Utility**  
**For the Period Ended July 31, 2022**

	Last 12 Months	YTD 2022	YTD Budget	Difference
<b>WATER</b>				
Operating Revenues	\$ 2,621,468	\$ 1,544,017	\$ 1,521,707	\$ 22,310
<b>Operating Expenses</b>				
Source of supply expenses	8,553	8,373	35,231	(26,858)
Pumping expenses	87,648	53,255	56,329	(3,074)
Water treatment expenses	164,718	97,586	112,665	(15,079)
Transmission & distribution expenses	255,972	111,550	190,876	(79,326)
Customer accounts expenses	106,165	64,174	59,395	4,779
Administrative & general expense	264,866	175,851	171,913	3,938
<b>Total operating expenses</b>	<b>887,923</b>	<b>510,788</b>	<b>626,409</b>	<b>(115,621)</b>
<b>Other Operating Expenses</b>				
Depreciation expense	564,153	336,354	336,343	11
Taxes	364,734	220,486	225,372	(4,886)
<b>Total other operating expenses</b>	<b>928,887</b>	<b>556,840</b>	<b>561,715</b>	<b>(4,875)</b>
<b>Operating Income</b>	<b>804,658</b>	<b>476,388</b>	<b>333,583</b>	<b>142,805</b>
<b>Other Income (Expense)</b>				
Capital contributions	80,000	-	-	-
Interest expense	(108,407)	(61,931)	(62,622)	691
Amortization of debt-related costs	(16,717)	(9,570)	(37,674)	28,104
Other	(9,149)	(9,215)	1,225	(10,440)
<b>Total other income (expense)</b>	<b>(54,273)</b>	<b>(80,716)</b>	<b>(99,071)</b>	<b>18,355</b>
<b>Net Income</b>	<b>\$ 750,385</b>	<b>\$ 395,672</b>	<b>\$ 234,512</b>	<b>\$ 161,160</b>

	July 2022	June 2022	May 2022	April 2022	March 2022	Feb 2022	Jan 2022	Dec 2021	Nov 2021	Oct 2021	Sept 2021	Aug 2021	July 2021
<b>WATER</b>													
Operating Revenues	\$ 228,004	\$ 225,883	\$ 229,129	\$ 213,473	\$ 220,610	\$ 210,613	\$ 216,304	\$ 212,778	\$ 211,955	\$ 213,703	\$ 215,880	\$ 223,135	\$ 223,283
<b>Operating Expenses</b>													
Source of supply expenses	8,092	-	-	281	-	-	-	180	-	-	-	-	137
Pumping expenses	7,393	7,019	6,985	6,967	8,219	8,690	7,982	7,391	7,936	5,865	6,128	7,074	7,351
Water treatment expenses	13,153	11,452	21,549	13,038	16,463	11,655	10,275	13,929	15,173	12,578	13,424	12,028	16,376
Transmission & distribution expenses	18,659	14,705	22,250	19,190	12,896	14,883	8,968	49,412	10,507	24,580	20,195	39,728	16,469
Customer accounts expenses	8,859	8,870	9,136	11,601	9,559	9,014	7,135	10,904	6,913	9,694	6,850	7,630	8,083
Administrative & general expense	32,032	18,525	23,286	28,751	25,817	21,081	26,360	9,623	20,112	25,989	18,317	14,973	26,191
<b>Total operating expenses</b>	<b>88,188</b>	<b>60,571</b>	<b>83,206</b>	<b>79,827</b>	<b>72,953</b>	<b>65,323</b>	<b>60,720</b>	<b>91,438</b>	<b>60,641</b>	<b>78,707</b>	<b>64,915</b>	<b>81,434</b>	<b>74,607</b>
<b>Other Operating Expenses</b>													
Depreciation expense	48,051	48,051	48,051	48,051	48,051	48,051	48,051	28,269	49,882	49,882	49,882	49,882	49,882
Taxes	31,468	31,374	61,870	1,867	31,287	31,421	31,199	16,495	30,753	34,860	31,132	31,007	30,985
<b>Total operating expenses</b>	<b>79,519</b>	<b>79,425</b>	<b>109,920</b>	<b>49,918</b>	<b>79,337</b>	<b>79,472</b>	<b>79,250</b>	<b>44,765</b>	<b>80,635</b>	<b>84,743</b>	<b>81,014</b>	<b>80,890</b>	<b>80,867</b>
<b>Operating Income</b>	<b>60,297</b>	<b>85,888</b>	<b>36,003</b>	<b>83,727</b>	<b>68,319</b>	<b>65,819</b>	<b>76,334</b>	<b>76,575</b>	<b>70,679</b>	<b>50,254</b>	<b>69,951</b>	<b>60,811</b>	<b>67,810</b>
<b>Other Income (Expense)</b>													
Capital contributions	-	-	-	-	-	-	-	80,000	-	-	-	-	-
Interest expense	(8,600)	(8,600)	(8,600)	(8,600)	(8,600)	(9,466)	(9,465)	(7,932)	(9,636)	(9,636)	(9,636)	(9,636)	(9,636)
Amortization of debt-related costs	(1,367)	(1,367)	(1,367)	(1,367)	(1,367)	(1,367)	(1,367)	(1,429)	(1,429)	(1,429)	(1,429)	(1,429)	(1,429)
Other	1,263	(1,225)	3,825	(1,532)	(5,570)	(2,828)	(3,147)	(185)	1,890	(215)	(981)	(442)	(39)
<b>Total other income (expense)</b>	<b>(8,704)</b>	<b>(11,192)</b>	<b>(6,142)</b>	<b>(11,500)</b>	<b>(15,537)</b>	<b>(13,661)</b>	<b>(13,980)</b>	<b>70,453</b>	<b>(9,176)</b>	<b>(11,281)</b>	<b>(12,047)</b>	<b>(11,507)</b>	<b>(11,104)</b>
<b>Net Income</b>	<b>\$ 51,593</b>	<b>\$ 74,696</b>	<b>\$ 29,861</b>	<b>\$ 72,228</b>	<b>\$ 52,782</b>	<b>\$ 52,158</b>	<b>\$ 62,354</b>	<b>\$ 147,028</b>	<b>\$ 61,503</b>	<b>\$ 38,974</b>	<b>\$ 57,904</b>	<b>\$ 49,304</b>	<b>\$ 56,706</b>



**WAUPUN UTILITIES**  
**Income Statement and Financial Ratios**  
**Sewer Utility**  
**For the 12 Months Ending:**

<b>SEWER</b>	July 2020	July 2021	July 2022
Operating Revenues	\$ 2,526,794	\$ 2,230,444	\$ 2,315,727
<b>Operating Expenses</b>			
WWTP operation expenses	362,685	385,051	409,119
Laboratory expenses	78,923	87,279	70,445
Maintenance expenses	447,572	559,527	489,277
Customer accounts expenses	157,023	143,668	142,370
Administrative & general expenses	433,908	452,313	411,145
<b>Total operating expenses</b>	<b>1,480,111</b>	<b>1,627,837</b>	<b>1,522,357</b>
<b>Other Operating Expenses</b>			
Depreciation expense	694,572	717,083	681,811
<b>Total other operating expenses</b>	<b>694,572</b>	<b>717,083</b>	<b>681,811</b>
<b>Operating Income</b>	<b>352,111</b>	<b>(114,476)</b>	<b>111,559</b>
<b>Other Income (Expense)</b>			
Interest expense	(52,489)	(78,129)	(198,111)
Capital contributions	-	134,100	92,000
Other	121,434	(159,767)	(38,624)
<b>Total other income (expense)</b>	<b>68,945</b>	<b>(103,796)</b>	<b>(144,735)</b>
<b>Net Income</b>	<b>\$ 421,056</b>	<b>\$ (218,272)</b>	<b>\$ (33,177)</b>

<b>Operating Income (excluding GASB 68 &amp; 75)</b>	390,314	(109,932)	68,361
<b>Rate of Return</b>	2.55	(0.83)	0.49
<b>Current Ratio</b>	38.34	43.97	8.51
<b>Months of Unrestricted Cash on Hand</b>	6.85	17.01	8.55
<b>Equity vs Debt</b>	0.93	0.70	0.35
<b>Asset Utilization</b>	0.51	0.51	0.50
<b>Debt Coverage</b>	2.50	0.62	0.60
<b>Minimum Required Coverage</b>	1.20	1.20	1.20

**Note 1** - Sewer rates increased April 2022.

**Definitions**

**Rate of Return** - Return on investment in capital infrastructure.

**Current Ratio** - measure of liquidity or ability to pay obligations. Should be > 1.

**Months of Unrestricted Cash on Hand** - measure of reserves. Should be at least 2-3 months.

**Equity vs Debt** - Percent of infrastructure financed by operations. 50% is a good benchmark.

**Asset Utilization** - Illustrates the relative age of the system. Ratio of 1 indicates a system at full life expectancy.

**Debt Coverage** - Earnings coverage of annual debt service. Must exceed 1.20

**WAUPUN UTILITIES**  
**Detailed Income Statement and YTD Budget Comparison**  
**Sewer Utility**  
**For the Period Ended July 31, 2022**

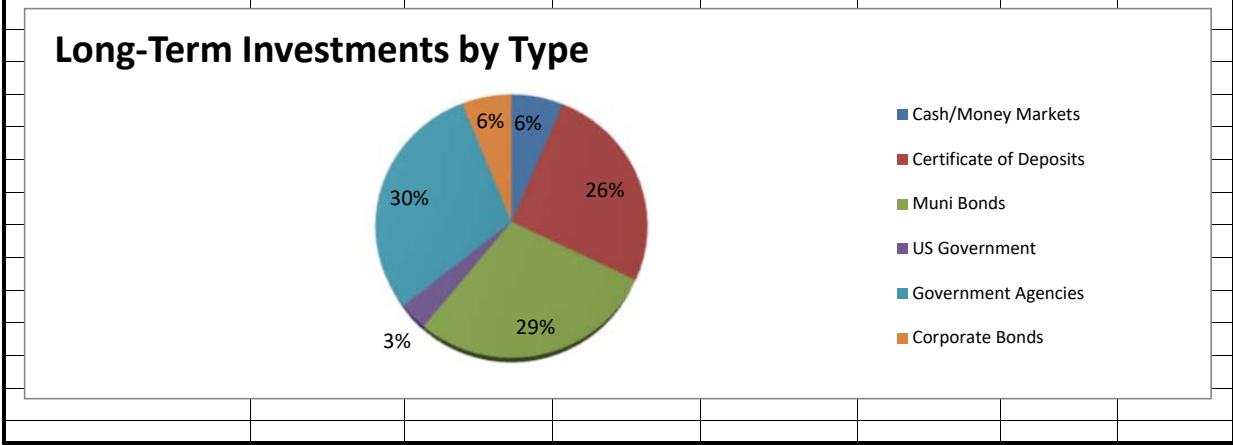
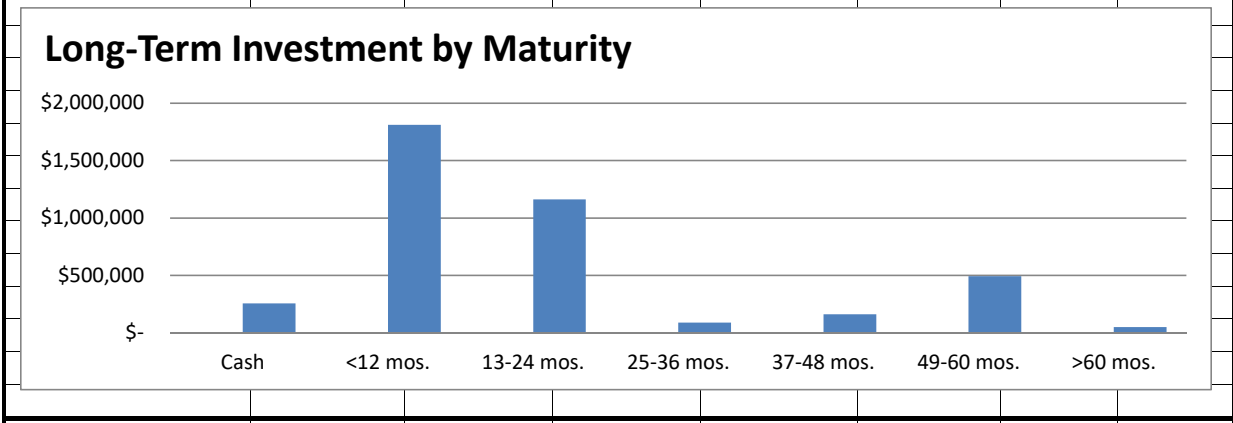
	Last 12 Months	YTD 2022	YTD Budget	Difference
<b>SEWER</b>				
Operating Revenues	\$ 2,315,727	\$ 1,394,786	\$ 1,355,463	\$ 39,323
<b>Operating Expenses</b>				
WWTP operation expenses	409,119	249,433	251,048	(1,615)
Laboratory expenses	70,445	43,154	58,737	(15,583)
Maintenance expenses	489,277	220,057	247,429	(27,372)
Customer accounts expenses	142,370	85,361	85,106	255
Administrative & general expenses	411,145	263,672	265,097	(1,425)
<b>Total operating expenses</b>	<b>1,522,357</b>	<b>861,679</b>	<b>907,417</b>	<b>(45,739)</b>
<b>Other Operating Expenses</b>				
Depreciation expense	681,811	410,533	415,989	(5,456)
<b>Total other operating expenses</b>	<b>681,811</b>	<b>410,533</b>	<b>415,989</b>	<b>(5,456)</b>
<b>Operating Income (Loss)</b>	<b>111,559</b>	<b>122,575</b>	<b>32,057</b>	<b>90,518</b>
<b>Non-operating Income (Expense)</b>				
Interest Expense	(198,111)	(168,609)	(175,224)	6,615
Capital contributions	92,000	-	-	-
Other	(38,624)	(29,205)	7,469	(36,674)
<b>Total other income (expense)</b>	<b>(144,735)</b>	<b>(197,814)</b>	<b>(167,755)</b>	<b>(30,059)</b>
<b>Net Income (Loss)</b>	<b>\$ (33,177)</b>	<b>\$ (75,238)</b>	<b>\$ (135,698)</b>	<b>\$ 60,460</b>

	July 2022	June 2022	May 2022	April 2022	March 2022	Feb 2022	Jan 2022	Dec 2021	Nov 2021	Oct 2021	Sept 2021	Aug 2021	July 2021
<b>SEWER</b>													
Operating Revenues	\$ 225,150	\$ 211,007	\$ 216,243	\$ 204,779	\$ 167,923	\$ 187,053	\$ 182,631	\$ 187,697	\$ 178,712	\$ 179,124	\$ 179,817	\$ 195,590	\$ 194,823
<b>Operating Expenses</b>													
WWTP operation expenses	35,704	30,994	50,865	36,633	29,548	29,994	35,695	31,019	22,582	29,085	36,781	40,220	30,128
Laboratory expenses	6,253	6,375	5,640	8,610	5,579	4,019	6,678	5,119	3,798	7,004	5,100	6,269	6,526
Maintenance expenses	22,604	33,698	57,242	30,006	25,178	29,789	21,542	59,705	41,096	52,002	59,618	56,799	53,856
Customer accounts expenses	11,658	12,011	12,346	14,682	12,094	12,046	10,524	12,902	10,168	12,946	9,927	11,065	11,083
Administrative & general expense	39,030	27,848	42,578	42,399	38,575	32,795	40,446	12,520	34,469	38,854	30,983	30,647	35,338
<b>Total operating expenses</b>	<b>115,250</b>	<b>110,925</b>	<b>168,671</b>	<b>132,330</b>	<b>110,974</b>	<b>108,643</b>	<b>114,886</b>	<b>121,266</b>	<b>112,113</b>	<b>139,890</b>	<b>142,410</b>	<b>145,000</b>	<b>136,933</b>
<b>Other Operating Expenses</b>													
Depreciation expense	58,648	58,648	58,648	58,648	58,648	58,648	58,648	21,449	62,457	62,457	62,457	62,457	62,457
<b>Total other operating expenses</b>	<b>58,648</b>	<b>58,648</b>	<b>58,648</b>	<b>58,648</b>	<b>58,648</b>	<b>58,648</b>	<b>58,648</b>	<b>21,449</b>	<b>62,457</b>	<b>62,457</b>	<b>62,457</b>	<b>62,457</b>	<b>62,457</b>
<b>Operating Income (Loss)</b>	<b>51,253</b>	<b>41,434</b>	<b>(11,075)</b>	<b>13,802</b>	<b>(1,699)</b>	<b>19,762</b>	<b>9,098</b>	<b>44,983</b>	<b>4,142</b>	<b>(23,224)</b>	<b>(25,050)</b>	<b>(11,868)</b>	<b>(4,567)</b>
<b>Other Income (Expense)</b>													
Interest expense	(24,573)	(24,573)	(24,573)	(23,723)	(23,723)	(23,723)	(23,723)	5,811	(8,828)	(8,828)	(8,828)	(8,828)	(8,828)
Capital contributions	-	-	-	-	-	-	-	92,000	-	-	-	-	-
Other	1,173	(4,654)	12,264	(5,240)	(18,757)	(9,375)	(4,616)	(16,628)	11,690	(386)	(2,967)	(1,128)	151
<b>Total other income (expense)</b>	<b>(23,399)</b>	<b>(29,226)</b>	<b>(12,309)</b>	<b>(28,963)</b>	<b>(42,479)</b>	<b>(33,098)</b>	<b>(28,339)</b>	<b>81,182</b>	<b>2,862</b>	<b>(9,214)</b>	<b>(11,796)</b>	<b>(9,956)</b>	<b>(8,678)</b>
<b>Net Income (Loss)</b>	<b>\$ 27,853</b>	<b>\$ 12,208</b>	<b>\$ (23,384)</b>	<b>\$ (15,161)</b>	<b>\$ (44,178)</b>	<b>\$ (13,335)</b>	<b>\$ (19,241)</b>	<b>\$ 126,166</b>	<b>\$ 7,004</b>	<b>\$ (32,438)</b>	<b>\$ (36,846)</b>	<b>\$ (21,824)</b>	<b>\$ (13,245)</b>

**WAUPUN UTILITES**  
**Balance Sheets**  
**Electric, Water, and Sewer**

<b>ELECTRIC</b>	<b>July 2020</b>	<b>July 2021</b>	<b>July 2022</b>	<b>June 2022</b>	<b>Change</b>
Cash and investments - unrestricted	\$ 1,932,888	\$ 2,583,405	\$ 3,089,105	\$ 3,054,533	\$ 34,572
Cash and investments - restricted	89,774	123,589	122,985	106,482	16,503
Receivables	1,229,945	1,272,310	1,416,711	1,212,415	204,296
Materials and supplies	190,618	214,651	269,934	266,807	3,127
Other assets	127,662	91,736	93,121	102,906	(9,785)
Plant - net of accumulated depreciation	9,156,744	9,038,379	8,871,946	8,891,762	(19,816)
Deferred outflows of resources	408,536	491,728	694,671	694,671	-
<b>Total Assets</b>	<b>13,136,168</b>	<b>13,815,798</b>	<b>14,558,474</b>	<b>14,329,576</b>	<b>228,898</b>
Accounts payable	890,209	962,615	1,096,381	924,465	171,915
Payable to sewer utility	-	-	-	-	-
Interest accrued	15,613	11,656	9,541	7,632	1,908
Accrued benefits	78,576	85,011	86,215	84,307	1,908
Deferred inflows of resources	732,293	839,001	1,001,837	999,739	2,097
Long-term debt	1,070,000	905,000	735,000	735,000	-
Net Position	10,349,477	11,012,515	11,629,500	11,578,432	51,068
<b>Total Liabilities &amp; Net Position</b>	<b>\$ 13,136,168</b>	<b>\$ 13,815,798</b>	<b>\$ 14,558,474</b>	<b>\$ 14,329,576</b>	<b>\$ 228,898</b>
<b>WATER</b>	<b>July 2020</b>	<b>July 2021</b>	<b>July 2022</b>	<b>June 2022</b>	<b>Change</b>
Cash and investments - unrestricted / designated	\$ 1,279,648	\$ 1,932,615	\$ 2,284,464	\$ 2,230,878	\$ 53,586
Cash and investments - restricted	253,138	383,167	381,912	336,590	45,321
Receivables	263,389	251,289	252,511	247,784	4,727
Materials and supplies	57,561	70,011	77,065	74,935	2,130
Other assets	210,720	157,861	115,386	125,484	(10,098)
Plant - net of accumulated depreciation	15,942,777	15,572,790	15,544,835	15,578,193	(33,358)
Deferred outflows of resources	204,803	245,971	383,028	383,028	-
<b>Total Assets</b>	<b>18,212,035</b>	<b>18,613,704</b>	<b>19,039,201</b>	<b>18,976,894</b>	<b>62,308</b>
Accounts payable	13,612	14,537	32,817	30,200	2,617
Interest accrued	54,520	48,180	43,000	34,400	8,600
Accrued benefits	44,959	45,747	53,308	51,924	1,383
Deferred inflows of resources	471,068	488,717	568,170	570,055	(1,886)
Long-term debt	4,715,000	4,295,000	3,870,000	3,870,000	-
Net Position	12,912,875	13,721,522	14,471,908	14,420,314	51,593
<b>Total Liabilities &amp; Net Position</b>	<b>\$ 18,212,035</b>	<b>\$ 18,613,704</b>	<b>\$ 19,039,201</b>	<b>\$ 18,976,894</b>	<b>\$ 62,308</b>
<b>SEWER</b>	<b>July 2020</b>	<b>July 2021</b>	<b>July 2022</b>	<b>June 2022</b>	<b>Change</b>
Cash and investments - unrestricted	\$ 845,325	\$ 2,307,889	\$ 1,084,509	\$ 1,334,111	\$ (249,602)
Cash and investments - restricted	2,076,607	2,109,941	2,177,146	2,064,030	113,116
Receivables	221,007	219,942	243,295	233,784	9,511
Receivable from electric utility	-	-	-	-	-
Materials and supplies	8,092	7,588	7,651	7,651	-
Advances to other funds	328,440	291,946	255,452	255,452	-
Other assets	21,755	23,443	40,833	40,717	116
Plant - net of accumulated depreciation	15,839,684	18,730,351	40,377,996	40,209,430	168,566
Deferred outflows of resources	278,275	338,279	519,315	519,315	-
<b>Total Assets</b>	<b>19,619,185</b>	<b>24,029,379</b>	<b>44,706,198</b>	<b>44,664,491</b>	<b>41,707</b>
Accounts payable	13,052	14,604	66,861	79,580	(12,719)
Interest accrued	14,761	42,879	89,184	64,611	24,573
Accrued benefits	61,369	66,943	78,198	76,198	2,000
Deferred inflows of resources	446,263	510,810	648,648	648,648	-
Long-term debt	1,166,500	5,695,174	26,157,516	26,157,516	-
Net Position	17,917,241	17,698,968	17,665,792	17,637,938	27,853
<b>Total Liabilities &amp; Net Position</b>	<b>\$ 19,619,185</b>	<b>\$ 24,029,379</b>	<b>\$ 44,706,198</b>	<b>\$ 44,664,491</b>	<b>\$ 41,707</b>

Monthly Dashboard - Cash & Investments						July 2022
Account	Restrictions	July 2022	June 2022	\$ Inc/(Dec)	% Inc/(Dec)	
Checking - E	Unrestricted	\$ 1,536,518	\$ 1,486,302	\$ 50,216	3.38%	
Checking - W	Unrestricted	824,810	727,010	97,799	13.45%	
Checking - S	Unrestricted	499,226	636,454	(137,229)	-21.56%	
Reserves - E	Unrestricted	1,552,587	1,568,231	(15,644)	-1.00%	
Reserves - W	Unrestricted	958,546	1,003,148	(44,602)	-4.45%	
Reserves - S	Unrestricted	585,283	697,657	(112,374)	-16.11%	
P&I Redemption - E	Restricted	82,259	65,755	16,504	25.10%	
P&I Redemption - W	Restricted	225,894	180,572	45,322	25.10%	
P&I Redemption - S	Restricted	315,818	210,371	105,447	50.12%	
Bond Reserve - S	Restricted	140,920	133,420	7,499	5.62%	
Construction - S	Restricted	152	149	3	2.31%	
Depreciation - E	Restricted	40,726	40,726	(0)	0.00%	
Depreciation - W	Restricted	156,018	156,019	(1)	0.00%	
ERF - Water Plant	Designated	501,109	500,720	389	0.08%	
ERF - WWTP	Restricted	1,720,256	1,720,090	166	0.01%	
		<u>\$ 9,140,121</u>	<u>\$ 9,126,624</u>	<u>\$ 13,496</u>	<u>0.15%</u>	
Unrestricted and Designated		<u>\$ 6,458,078</u>	<u>\$ 6,619,522</u>	<u>\$ (161,444)</u>	<u>-2.44%</u>	
	Restricted	<u>\$ 2,682,043</u>	<u>\$ 2,507,102</u>	<u>\$ 174,941</u>	<u>6.98%</u>	





TO: Waupun Utilities Commissioners  
FROM: Steve Brooks, General Manager  
DATE: September 12, 2022  
SUBJECT: General Manager Report

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## **Electric Department Update:**

### Power Outages

- On August 29<sup>th</sup> at 7:35 am, a power outage was reported on Winter Avenue. A squirrel made contact with the primary tap feeding the distribution transformer. The contact caused the over current device to operate. Power was restored at 8:15 am. The outage affected six customers.

### Prison Substation Scheduled Power Outage

- On September 1<sup>st</sup>, ATC (American Transmission Company) requested an outage on the 69KV Prison Tap to perform maintenance on the line. Waupun Utilities crew transferred load at 7:00 am from the Prison Sub and de-energized the substation. Clearance was given to SOC (System Operation Control) to hold card switches, ground the line and perform maintenance. The Prison Sub was back on-line and load transferred back to the substation at 1:00 pm.

### National Rivet Scheduled Power Outage

- National Rivet requested one of the electric services be de-energized on Friday, September 2<sup>nd</sup> at 2:00 pm to allow maintenance crews to replace the roof and safely work around what would otherwise be energized parts. During the scheduled power outage, Waupun Utilities crews replaced problematic porcelain equipment on the feeder pole with new polymer equipment. Power was restored Tuesday, September 6<sup>th</sup> at 4:30 am.

### Bly Street O.H. Rebuild

- Crews have started an overhead rebuild in the back lot line of Bly and Division Street. New poles, conductors, and transformers will be installed.

## **General Manager Update:**

### WU Management Staff

- Staff is working on the 2023 budget process, which includes gathering pricing and material costs for capital projects. This is a challenging year due to extended lead times and increased pricing. Management will present the preliminary 2023 budget at the October commission meeting.

## WPPI Strategic Planning Session

- I attended the Strategic Planning Session in August. We discussed many topics during the 2-day meeting. One of the topics discussed was how to approach power supply for member's 2023 projected loads. Experts are predicting market power costs to remain high through at least mid-2023 due to high natural gas prices and restraints on the transmission grid.

## WPPI Training

- Jeff Stanek, Jen Benson, and I attended training offered through WPPI on August 11<sup>th</sup>. The training session was part of the Joint Action Leadership Certification Program. This session focused on Rates, Financial Planning and Management.

## Inflation Reduction Act

- Public power achieved a major victory with the inclusion of refundable direct pay energy tax credits in the \$430 billion Inflation Reduction Act signed into law. Public Power utilities will, for the first time, be able to directly own energy projects and pass the savings from these incentives to customers. The credits will apply to projects from wind and solar to carbon capture utilization and storage to hydrogen to nuclear. The bill also includes additional funding for renewables development and deployment, transmission projects, and federal permitting.

## Local Photography Project

- This summer, WPPI Energy coordinated a Local Photography Project to support members in gathering professional community and utility images to use in customer communication materials and local brand representation. In participation with this project, staff met on August 23<sup>rd</sup> to have some updated photos taken. The Local Photography Project was last conducted in 2018.

## WPPI Award

- Jen Benson will receive the Shining Star Award from WPPI on Thursday, September 15<sup>th</sup> at the WPPI Annual conference. Criteria for the award; showing growth and leadership, proven leadership and dedication to strategic initiatives within the utility. Jen has gone above and beyond the "call of duty". When you have an opportunity, please join me in congratulating Jen for being recognized for her outstanding service to Waupun Utilities, WPPI, and its members.

This concludes my report for September 2022. Please contact me at 324-7920 or [sbrooks@waupunutilities.org](mailto:sbrooks@waupunutilities.org) with any questions or concerns.



TO: Waupun Utilities Commissioners  
FROM: Steve Schramm  
DATE: September 7, 2022  
SUBJECT: Monthly Operation Report

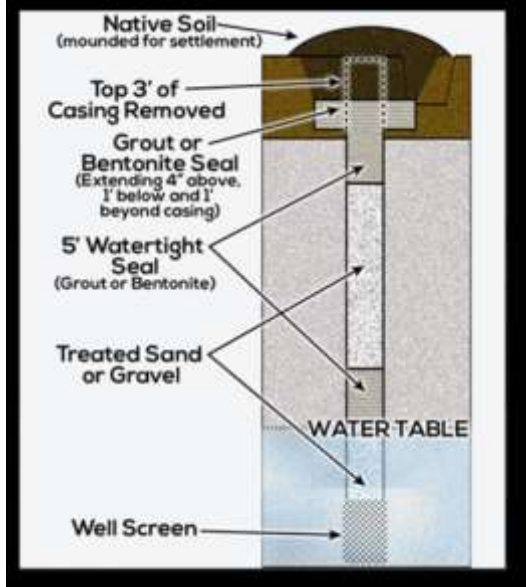
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### Water Treatment Facility:

There are no call-ins to report this month.

The water treatment facility is performing well and water quality continues to be consistent barring the varying weather temperature swings.

Municipal Well and Pump has completed abandonment of Well #1. Abandonment consisted of 667 feet of chlorinated pea gravel and 254 feet of grout. The WDNR has specific code requirements for this process. The illustration below depicts the process.



### Wastewater Treatment Facility:

There are no call-ins to report this month.

Staff had considerable time dedicated to temporary operational scenarios due to multiple scheduled power outages. These events allowed the treatment facility to shift temporary power and MCC controls to new MCC's and controls.

**Distribution/Collection System Crew:**

There are no call-ins to report this month.

The crew has been performing semi-annual inspections of the utility's hydrant assets. By regular testing and checking movement of the pumper caps and operational valve, this will ensure that these vital components will work when needed. If a hydrant needs maintenance, it is tagged with an out of service sign so the fire department is aware during an emergency that the hydrant is inoperable.

In addition to regular preventative maintenance, staff has time allocated to South Madison Street construction. This work consists of unplugging water meters during service tie-ins, flushing and vacuuming sanitary main line, and televising sanitary main line.

**Madison Street Update:**

Advance Construction has completed all sanitary and water main line installation and tie-ins, north of Libby Street. All sanitary and water laterals have been installed north of Libby Street. Water main installation south of Libby Street is the only utility portion of the project remaining.

**Wastewater Treatment Facility ABNR Update:**

There will be a brief slide presentation to show progress of construction.

This concludes my report. Please do not hesitate to contact me with your questions or concerns at 324-7920 or [sschramm@waupunutilities.org](mailto:sschramm@waupunutilities.org).



ORDINANCE # 22-\_\_

AN ORDINANCE TO AMEND CHAPTER TWELVE SECTIONS ONE, THREE AND SIX OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN ENTITLED "SANITARY SEWER SYSTEM."

THE COMMON COUNCIL OF THE CITY OF WAUPUN ORDAINS:

SECTION 1: Portions of Section 12.06(1) of the Municipal Code of the City of Waupun entitled "DEFINITIONS" is repealed and recreated as follows:

1) DEFINITIONS

Category A . Those sanitary sewer users who discharge domestic strength wastewater with concentrations of BOD or suspended solids no greater than 200 mg/l or phosphorus no greater than 7 mg/l or TKN no greater than 20 mg/l.

Category B . Those sanitary sewer users who discharge industrial strength wastewater with concentrations of BOD or suspended solids greater than 200 mg/l or phosphorus no greater than 7 mg/l or TKN no greater than 20 mg/l. Chlorine Requirement . The amount of chlorine in milligrams per liter, which must be added to sewage to produce a specified residual chlorine content in accordance with procedures set forth in "Standard Methods".

Major Contributing Industry . An industry that:

- (a) Has a flow of 25,000 gallons or more per average workday;
- (b) Has a flow greater than 5% of the flow carried by the City system receiving the waste;
- (c) Has a material in its discharge included on a list of toxic pollutants issued under § 147.07(1), Wis. Stats.; or
- (d) Has significant impact, either singularly or in combination with other contributing industries on the treatment works or the quality of its effluent.

TKN. Organic and ammonia nitrogen. The same as ammonia nitrogen measured as nitrogen. Ammonia nitrogen is a measure of the amount of ammonia, a toxic pollutant often found in waste products such as sewage, liquid manure and other liquid organic waste products. Ammonia, when present in nonlethal form/concentration, may be taken up by plants or oxidized by bacteria into nitrate (NO<sub>3</sub>) or nitrite (NO<sub>2</sub>) and it can be used as a measure of the health of water in natural bodies such as rivers or lakes. Ammonia nitrogen is measured in milligrams per liter (mg/L).

SECTION 2: Portions of Section 12.06(3) of the Municipal Code of the City of Waupun entitled "CONTROL OF INDUSTRIAL WASTES DIRECTED TO PUBLIC SEWERS" is repealed and recreated as follows:

3) CONTROL OF INDUSTRIAL WASTES DIRECTED TO PUBLIC SEWERS

- (k) Grease and/or Sand Interceptors . Grease, oil and sand interceptors shall be provided when, in the opinion of the approving authority, they are necessary for proper handling of liquid wastes containing floatable grease in excessive amounts, as specified in subparagraph (2)(c)6.c. or any flammable wastes, sand or other harmful ingredients; except such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be of a type and capacity approved by the approving authority and shall be located as to be readily and easily accessible for cleaning and inspection. In maintaining these interceptors, the owner shall properly remove and dispose of by appropriate means the captured material and shall maintain records of the dates and means of disposal which are subject to review by the approving authority. Any removal and hauling of the collected materials not performed by the owner's personnel shall be performed by currently licensed waste disposal firms. Property owners shall allow the City's Plumbing Inspector or authoritative body staff access to these interceptors whenever requested by the City. A maintenance report shall be filed annually with the approving authority containing dates of service, service company and disposal location by January 31st of each year. Any user delinquent in filing a maintenance report shall be notified of the delinquency and the penalty for failure to report. Any user who has not submitted the required annual maintenance report by March 1 shall be assessed a penalty not exceeding \$200.00 per day, with each day constituting a separate violation. The penalty shall be assessed from March 1 until the maintenance report has been received by a representative from authoritative bodies' management team.

SECTION 3: Portions of Section 12.06(5) of the Municipal Code of the City of Waupun entitled "AMOUNT OF SEWER SERVICE CHARGE" is repealed and recreated as follows:

5) AMOUNT OF SEWER SERVICE CHARGE.

Category A. The sewer user charges for Category A wastewater shall be as follows:

$$T = F + (V \times C_v)$$

Where:

T = Total sewer service charge

F = Fixed monthly charge

$C_v$  = Volume charge per 100 cubic feet of flow.

V = Wastewater volume in 100 cubic feet

(b) Category B. The sewer user charges for Category B wastewater shall be as follows:

$$C_T = F + (V \times C_v) + .00624 V [C_B (B-200) + C_S (S-200) + C_P (P-7) + C_A (A-20)]$$

Where:

$C_T$  = Total sewer service charge for collection and treatment of wastewater.

F = Fixed charge per billing period.

$C_v$  = Volume charge per 100 cubic feet of flow.

$C_B$  = Cost per pound of BOD.

$C_P$  = Cost per pound of phosphorus.

$C_S$  = Cost per pound of suspended solids.

$C_A$  = Cost per pound of TKN (ammonia nitrogen)

B = Concentration of BOD in milligrams per liter in the wastewater (must be greater than 200).

P = Concentration of phosphorus in milligrams per liter in the wastewater (must be greater than 7).

S = Concentration of suspended solids in milligrams per liter in the wastewater (must be greater than 200).

A = Concentration of ammonia nitrogen in milligrams per liter in the wastewater (must be greater than 20).

V = Wastewater volume in 100 cubic feet for the billing period.

.00624 = Conversion factor.

- (c) Rate determinations. The City Common Council upon recommendation of the Utility Commission shall set and adopt rates in subsection (a) and (b) of this section by resolution. Without limiting the general authority of this subsection, the City Common Council, on recommendation of the Utility Commission, is authorized to set and adopt rates and/or fixed monthly and variable charges for Major Contributing Industries, as defined in 12.06 (1) above. Other user charges may be levied to cover wastewater operational costs may be deemed necessary.

SECTION 4: All ordinances or portions of ordinances inconsistent with the provisions of this ordinance are repealed.

SECTION 5: This Ordinance shall be in full force and effect on its passage and publication as provided by law.

Enacted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Rohn Bishop  
Mayor

ATTEST:

\_\_\_\_\_  
Angela Hull  
City Clerk

COMMON COUNCIL  
CITY OF WAUPUN, WISCONSIN

RESOLUTION NO. 09-13-22-\_\_

RESOLUTION APPROVING SEWER RATE ADJUSTMENTS

WHEREAS, the Waupun Utilities Sewer Utility is required to meet new stringent phosphorus requirements mandated by the U.S. Environmental Protection Agency and Wisconsin Department of Natural Resources by 2024;

WHEREAS, it was determined that the Sewer Utility will be unable to meet the new level of effluent phosphorus limits with only operational improvements and minor facility modifications;

WHEREAS, several compliance options were considered and evaluated for technical feasibility and life cycle cost resulting in the recommendation of the treatment process Advanced Biological Nutrient Recovery;

WHEREAS, projected costs to construct and install an Advanced Biological Nutrient Recovery System and other capital improvements is \$37.5 million;

WHEREAS, the Sewer Utility was awarded multiple USDA loans at 1.125% and 1.375% in the amount of \$22,807,000 and a grant in the amount of \$9,559,000 to fund the facility improvements;

WHEREAS, the City of Waupun Common Council (the "Council") approved the Test Year 2023 Sewer Rate Analysis January 14, 2020 concluding the existing sewer rates were deficient in supporting the projected annual operations, maintenance, capital improvements, and debt service required for the new sewer facilities;

WHEREAS, on January 14, 2020 by resolution the Council approved the Test Year 2023 Sewer Rate Analysis, including the rate increase of 32.21% to be phased in at approximately 7.2% annually over a four-year period starting April 1, 2020;

WHEREAS, sewer consumption and billings across all customer classes, primarily with Major Contributing Industries as defined in section 12.06 (1) of the City of Waupun Code of Ordinances, declined during and subsequent to the COVID-19 pandemic affecting their operations and wastewater discharge;

WHEREAS, Major Contributing Industry's facilities account for 47% of the sewer utilities' plant capacity, consumption and billings and have not recovered to pre-pandemic conditions;

WHEREAS, declining Major Contributing Industry wastewater discharge has significantly contributed to sewer revenue shortfalls from designed sewer rate recovery in the Test year 2023 Sewer Rate Analysis;

WHEREAS, additional sewer revenues are necessary to meet existing Revenue Bond debt payments, funding debt coverage requirements, sewer operational and maintenance costs and cash flow needs of the sewer utility;

WHEREAS, the Sewer Utility proposes adoption of a rate increase to generate the revenues necessary to meet the financial obligations and cash flow needs of the sewer utility consisting of an increase of [INSERT OPTION HERE] ;

WHEREAS, the Waupun Utilities Commission (the “Commission”) recommends the City of Waupun Common Council adopt [INSERT OPTION HERE] for implementation beginning with the October 2022 billing period;

NOW, THEREFORE, BE IT RESOLVED, by the City of Waupun Common Council that Major Contributing Industry Facility Charges for Category B users as defined in Section 12.06 of the Municipal Code of the City of Waupun entitled “Sanitary Sewer System” shall be effective October 1<sup>st</sup>, 2022 as follows:

[INSERT OPTION HERE]

Adopted and recorded this \_\_\_\_\_ day of September, 2022

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Rohn Bishop, Mayor

ATTEST:

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Angela J. Hull, Clerk

OPTION 1:

[15% of the forecasted revenue short-fall charged to Major Contributing Industries Minimum Monthly Fixed charge and 12% increase to the Minimum Monthly Fixed Charge and Volume Charges for all Category A and Category B users authorized under Section 12.06(5)(c) of the Waupun Municipal Code;]

Category A. The sewer user charges for Category A wastewater shall be as follows:

Minimum Monthly Fixed Charge. According to water meter size:

<u>Meter Size</u>	<b>2022</b>	<b>2023*</b>
5/8"	\$ 10.58	\$ 11.55
3/4"	\$ 10.58	\$ 11.55
1"	\$ 15.67	\$ 17.44
1-1/2"	\$ 23.78	\$ 26.90
2"	\$ 33.49	\$ 38.22
3"	\$ 56.15	\$ 64.64
4"	\$ 88.51	\$ 102.37
6"	\$ 169.43	\$ 196.72
8"	\$ 266.53	\$ 309.93

Where a sewage meter is installed for metering of waste, the minimum monthly fixed charge will be calculated based on average annual wastewater flow.

Volume Charge per 100 Cubic Feet

<b>2022</b>	<b>2023*</b>
\$ 4.11	\$ 4.29

Category B. The sewer user charges for Category B wastewater shall be as follows:

Minimum Monthly Fixed Charge

Same as Category A, according to water meter size. Where a sewage meter is installed for metering of waste, the minimum monthly fixed charge will be calculated based on average annual wastewater flow.

<u>Flowmeter</u>	<b>2022</b>	<b>2023*</b>
Burke	\$ 1,530.47	\$ 1,616.71
DCI	\$ 19,428.65	\$ 20,544.32
WCI	\$ 18,308.65	\$ 19,424.32

Volume Charge Per 100 Cubic Feet

<b>2022</b>	<b>2023*</b>
\$ 4.11	\$ 4.29

BOD Greater Than 200 mg/l Per Pound

<b>2022</b>	<b>2023*</b>
\$ 0.66	\$ 0.68

Suspended Solids Greater Than 200 mg/l Per Pound

<b>2022</b>	<b>2023*</b>
\$ 0.55	\$ 0.57

Phosphorus Greater Than 7 mg/l Per Pound

<b>2022</b>	<b>2023*</b>
\$ 18.82	\$ 19.81

\*The 2023 Minimum Monthly Fix and Volume Charges for both Category A and Category B users includes the rate increase previously authorized in Resolution 01-14-20-01 effective for the period beginning April 1, 2023.



OPTION 2:

[15% of the forecasted revenue short-fall charged to Major Contributing Industries Minimum Monthly Fixed charge and an 8% increase to the Minimum Monthly Fixed Charge and Volume Charges for all Category A and Category B users authorized under Section 12.06(5)(c) of the Waupun Municipal Code;]

Category A. The sewer user charges for Category A wastewater shall be as follows:

Minimum Monthly Fixed Charge. According to water meter size:

<u>Meter Size</u>	<b>2022</b>	<b>2023*</b>
5/8"	\$ 10.21	\$ 11.18
3/4"	\$ 10.21	\$ 11.18
1"	\$ 15.11	\$ 16.88
1-1/2"	\$ 22.93	\$ 26.05
2"	\$ 32.29	\$ 37.02
3"	\$ 54.14	\$ 62.63
4"	\$ 85.35	\$ 99.21
6"	\$ 163.38	\$ 190.67
8"	\$ 257.01	\$ 300.41

Where a sewage meter is installed for metering of waste, the minimum monthly fixed charge will be calculated based on average annual wastewater flow.

Volume Charge per 100 Cubic Feet

<b>2022</b>	<b>2023*</b>
\$ 3.96	\$ 4.14

Category B. The sewer user charges for Category B wastewater shall be as follows:

Minimum Monthly Fixed Charge

Same as Category A, according to water meter size. Where a sewage meter is installed for metering of waste, the minimum monthly fixed charge will be calculated based on average annual wastewater flow.

<u>Flowmeter</u>	<b>2022</b>	<b>2023*</b>
WCI	\$ 1,475.81	\$ 1,562.05
DCI	\$ 18,734.77	\$ 19,850.44
Burke	\$ 17,654.77	\$ 18,770.44

Volume Charge Per 100 Cubic Feet

<b>2022</b>	<b>2023*</b>
\$ 3.96	\$ 4.14

BOD Greater Than 200 mg/l Per Pound

<b>2022</b>	<b>2023*</b>
\$ 0.64	\$ 0.66

Suspended Solids Greater Than 200 mg/l Per Pound

<b>2022</b>	<b>2023*</b>
\$ 0.53	\$ 0.55

Phosphorus Greater Than 7 mg/l Per Pound

<b>2022</b>	<b>2023*</b>
\$ 18.14	\$ 19.13

\*The 2023 Minimum Monthly Fix and Volume Charges for both Category A and Category B users includes the rate increase previously authorized in Resolution 01-14-20-01 effective for the period beginning April 1, 2023.

OPTION 3:

[15% of the forecasted revenue short-fall charged to Major Contributing Industries Minimum Monthly Fixed charge and a 4% increase to the Minimum Monthly Fixed Charge and Volume Charges for all Category A and Category B users authorized under Section 12.06(5)(c) of the Waupun Municipal Code in addition to a commitment from the City of Waupun to repay the remaining \$255,000 on the outstanding inter-governmental loan in 2023;]

Category A. The sewer user charges for Category A wastewater shall be as follows:

Minimum Monthly Fixed Charge. According to water meter size:

<u>Meter Size</u>	<b>2022</b>	<b>2023*</b>
5/8"	\$ 9.83	\$ 10.80
3/4"	\$ 9.83	\$ 10.80
1"	\$ 14.55	\$ 16.32
1-1/2"	\$ 22.08	\$ 25.20
2"	\$ 31.10	\$ 35.83
3"	\$ 52.14	\$ 60.63
4"	\$ 82.19	\$ 96.05
6"	\$ 157.33	\$ 184.62
8"	\$ 247.49	\$ 290.89

Where a sewage meter is installed for metering of waste, the minimum monthly fixed charge will be calculated based on average annual wastewater flow.

Volume Charge per 100 Cubic Feet

<b>2022</b>	<b>2023*</b>
\$ 3.82	\$ 4.00

Category B. The sewer user charges for Category B wastewater shall be as follows:

Minimum Monthly Fixed Charge

Same as Category A, according to water meter size. Where a sewage meter is installed for metering of waste, the minimum monthly fixed charge will be calculated based on average annual wastewater flow.

<u>Flowmeter</u>	<b>2022</b>	<b>2023*</b>
Burke	\$ 1,421.15	\$ 1,507.39
DCI	\$ 18,040.89	\$ 19,156.56
WCI	\$ 17,000.89	\$ 18,116.56

Volume Charge Per 100 Cubic Feet

<b>2022</b>	<b>2023*</b>
\$ 3.82	\$ 4.00

BOD Greater Than 200 mg/l Per Pound

<b>2022</b>	<b>2023*</b>
\$ 0.61	\$ 0.63

Suspended Solids Greater Than 200 mg/l Per Pound

<b>2022</b>	<b>2023*</b>
\$ 0.51	\$ 0.53

Phosphorus Greater Than 7 mg/l Per Pound

<b>2022</b>	<b>2023*</b>
\$ 17.47	\$ 18.46

\*The 2023 Minimum Monthly Fix and Volume Charges for both Category A and Category B users includes the rate increase previously authorized in Resolution 01-14-20-01 effective for the period beginning April 1, 2023.

OPTION 4: [Do nothing and the Resolution fails]